

WORK SESSION
2020 Preliminary Tax Levy and
5-Year General Fund Revenue Financial Forecast
5:45 PM



AGENDA
CHASKA CITY COUNCIL
ONE CITY HALL PLAZA, CHASKA CITY HALL
Monday, September 16, 2019
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adopt Agenda
5. Visitor Presentation
 - 5.A. Proclamation - Direct Support Professional Week
 - 5.B. Proclamation - Chaska International Day of Peace
 - 5.C. Proclamation - Constitution Week
 - 5.D. Chaska Fire Explorers and Advisors Recognition - Presented by Chaska Fire Chief Tim Wiebe
 - 5.E. Travis Lindberg & Zach Bonnema Grant Recognition - Presented by Chaska Fire Chief Tim Wiebe
 - 5.F. Eastern Carver County School Referendum - Presented by Lori Goeman Eastern Carver County School Communications Specialist
6. Approve Previous Meeting Minutes
 - 6.A. Approve City Council Meeting Minutes of 8/19/2019

7. Consent Items

- 7.A. Adopt Resolution 2019-98, Resolution Expressing support for the 2019 Transportation Economic Development Program Funding Application for Highway 41 Improvements in Downtown Chaska
- 7.B. Adopt Ordinance 968, Adopt Resolution 2019-99, Ordinance Amending Chapter 14, Article V Related to Motor Vehicles and Traffic Therein Relating to Motorized Golf Carts
- 7.C. Approve On-Sale Liquor Permit at Community Event for Schram Huas Brewery - Cycle Chaska-Fall Family Bike Ride
- 7.D. Approve Agreement with Baker Tilly Municipal Advisors, LLC for Municipal Advisor Services
- 7.E. Adopt Resolution 2019-100, Bonding Reimbursement
- 7.F. Adopt Resolution 2019-101 and Resolution 2019-102 Establish Date of Sale for Issuance of Bonds: Series 2019B and 2019C
- 7.G. Americans with Disability Act (ADA) Transition Plan for Public Right of Way

8. Action Items

- 8.A. Adopt Resolution 2019-99, Approving the Preliminary Plat and Conditional Use Permit (CUP) for Shepherd of the Hill Twinhomes/Habitat for Humanity/PC #2019-17
- 8.B. Appointment of Independent Financial Auditor
- 8.C. Letter of Intent for Par 30 Improvements with Learning Links

9. Bills

- 9.A. ACCOUNTS PAYABLE COUNCIL ROSTER 9-16-19

10. Other Business

- 10.A. City Administrator's Report
- 10.B. Biweekly Report 09-19-2019
- 10.C. Other Reports

10.C.i. Financial Rpts - July 2019

10.D. Other Meeting Minutes

10.D.i. Receive the Draft Minutes of the August 14, 2019 Planning Commission

10.D.ii. Receive the Draft Minutes of the August 12, 2019 Park & Rec Board Meeting

11. Adjourn

Chaska Economic Development Authority Meeting
Immediately following City Council



CITY OF
CHASKA MINNESOTA
“A Quality Small Town”



PROCLAMATION

In Recognition of National Direct Support Professional Week
September 8th – 14th

WHEREAS: Direct support professionals (DSP) are the primary providers of publicly-funded, long-term support services for millions of individuals with disabilities; and

WHEREAS: Direct support professionals must build close, respectful, and trusted relationships with individuals with disabilities because they assist them with their most intimate needs; and

WHEREAS: Direct support professionals provide essential support that helps individuals with disabilities stay connected to family, friends and the community, while defining and living their best lives; and

WHEREAS: Direct support professionals provide a broad range of individualized supports, including meal preparation, medication assistance, bathing, dressing, mobility, and other daily tasks; and

WHEREAS: An adequate workforce of high quality direct support professional is necessary for the state to meet obligations to people with disabilities and minimize more costly settings such as hospitalization or institutional care; and

WHEREAS: Direct support professional is one of the fastest growing positions in America in terms of demand, and yet low wages and demographic trends are creating a growing shortage of direct support professionals, leading to burnout

and increased turnover; and

WHEREAS: Public officials have a key role to play in building awareness around, advocating for, and addressing the issues facing this publicly funding workforce .

NOW THEREFORE: Be it Resolved, that I, Mark Windschitl, Mayor of the City of Chaska, on behalf of the City Council and the Citizens of Chaska, do hereby honor and support the important work of DSPs in our community, the week of September 9-15, 2019, is proclaimed DSP Recognition Week in the City of Chaska.

IN WITNESS WHEREOF, I have hereunto set my hand and the Seal of the City of Chaska this 16th day of September in the year of our Lord Two Thousand and Eighteen.

Mark Windschitl, Mayor, City of Chaska



CITY OF
CHASKA MINNESOTA
“A Quality Small Town”



PROCLAMATION

CHASKA INTERNATIONAL DAY OF PEACE, SEPTEMBER 21, 2019

WHEREAS: The United Nations General Assembly established by unanimous vote, the International Day of Peace on September 21, 1981; stating as follows:

WHEREAS: “Reaffirming that, as set forth in the preamble of the Charter of the United Nations Educational, Scientific and Cultural Organization, since wars begin in the minds of men, it is in the minds of men that the defense of peace must be constructed, that a peace based exclusively upon the political and economic arrangements of governments would not be a peace which could secure the unanimous, lasting and sincere support of the peoples of the world, and that the peace must therefore be founded, if it is not to fail, upon the intellectual and moral solidarity of mankind, and

WHEREAS: Further recalling that, on the basis of similar considerations, the General Assembly established the United Nations University in 1972 and, more specifically, the University for Peace in 1980, and entrusted other organs and organizations of the United Nations system with the promotion of peace, mainly through education in all its aspects, and

WHEREAS: Noting with appreciation the initiative taken by the International Association of University Presidents at its Sixth Triennial Meeting, held at San Jose, Costa Rica, in July 1981, to propose the declaration of a peace year, a peace month and a peace day, and

WHEREAS: Acknowledging the conclusions of the said Meeting that it would be appropriate to devote a specific time to concentrate the efforts of the United Nations and its Member States, as well as of the whole of mankind, to promoting the ideals of peace and to giving positive evidence of their commitment to peace in all viable ways,

WHEREAS: Considering that, through the declaration and proper celebration of an international peace year and an international day of peace, it would be possible to contribute to strengthening such ideals of peace and to alleviating the tensions and causes of conflict, both within and among nations and peoples.”

WHEREAS: The 2019 theme for the International Day of Peace draws attention to the importance of combatting climate change as a way to promote peace throughout the world.

NOW, THEREFORE BE IT ROSOLVED: by the City Council of the City of Chaska, Minnesota, this 16th day of September 2019, that the City of Chaska hereby declares September 21, 2019 as Chaska Day of Peace and encourages its citizens to engage in activities fostering peace.

Mark Windschitl
Mayor, City of Chaska



CITY OF
CHASKA MINNESOTA
“A Quality Small Town”



PROCLAMATION
CONSTITUTION WEEK, SEPTEMBER 17-23, 2019

WHEREAS: September 17, 2019 marks the two hundred thirty-second anniversary of the framing of the Constitution of the United States of America; and

WHEREAS: The purpose of Constitution Week is to promote the study and education about the United States Constitution, and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 - 23 as Constitution Week;

NOW, THEREFORE BE IT ROSOLVED: the Chaska City Council does hereby proclaim September 17 - 23, 2019 as Constitution Week and asks our citizens to reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

Mark Windschitl
Mayor, City of Chaska

**- MINUTES -
CHASKA CITY COUNCIL
August 19, 2019**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Huang, Grau, and Mayor Windschitl. Absent: None.

Also Present: Kevin Ringwald, Community Development Director; Liz Hanson, City Planner; Luke Melchert, City Attorney; Nate Kabat, Assistant Administrator; Marshall Grange, Parks & Recreation Director; Administrative Service Director Graczyk; Kelly Grinnell, Finance Manager; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

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

Motion carried.

5. Visitor Presentation

Marty America, 3680 Edgehill Hill Road, noted there are a few homes in his neighborhood that still do not have City sewer or water and inquired why that was.

City Administrator Podhradsky provided further detail into the plan for City water and sewer in that area.

Mayor Windschitl requested more information regarding the gazebo in City Park.

City Administrator Podhradsky provided an update and schedule for repairs.

Mayor Windschitl read a letter from the head of Chaska Baseball Craig Baumann thanking the City for their support and upkeep of the field.

6. Minutes

Motion by Councilmember Hubbard, second by Councilmember Grau to approve the minutes of the July 15, 2019 and August 5, 2019 City Council meetings.

Motion carried.

7. Consent Agenda

Councilmember Grau referred to Item 7C and asked if there are any repercussions if the policy in Section B Item 3 is not followed, or if the policy is more of a guideline.

City Administrator Podhradsky gave further clarity regarding the policy.

Mayor Windschitl stated that the use of the word "substantial" in number 2 regarding donation for naming a park might be too loose of a term and suggested using a fixed percentage.

Parks & Recreation Director Grange provided more information into the discussions the Park Board had regarding what a substantial donation would be.

Councilmember Huang inquired what legal risk there is with this being policy and not ordinance as far as having donation precedents set.

City Administrator Podhradsky spoke in more detail regarding this potential and suggested adopting the policy with recommendation that the Park Board have further discussions regarding suggested donation amounts.

Motion by Councilmember Hatfield, second by Councilmember Grau to approve the Consent Agenda Items A through D, with recommended Park Board discussions on Item 7C:

- A. Establish a Public Hearing to Consider Approval of the Proposed 2020 Operating Plan and Budget and Imposition of Service Charges for the Chaska Downtown Special Services District (SSD).
Motion to set the public hearing for October 7, 2019, to review and approve the proposed SSD 2020 operating plan, budget, and service charges and direct staff to give notice of the public hearing.
- B. Adopt Resolution 2019-95, Authorization of MCES I & I Grant Participation
Motion to adopt Resolution No. 2019-95 adopting the participation in the 2017 – 2019 MCES I & I Grant Program.
- C. Adopt Chaska Parks and Recreation proposed Chaska Park Naming Policy
Motion to adopt Chaska Parks and Recreation proposed Chaska Park Naming Policy.
- D. Approve Massage Therapy Registration for Leslie Byrant
Motion to approve Massage Therapy Registration No. MTR-19-09 to allow Leslie Bryant to practice Therapeutic Massage out of her home at 1902 Shamrock Place, Chaska.

Motion carried.

8. Action Items

8.A. Adopt Resolution 2019-96, Approving the Final Site & Building Plan for American Flexible Products at 124 Peavey Circle/R J Ryan/PC #2019-16

City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

Carla Matheson, CEO for American Flexible Products, provided further detail regarding the building plan.

Councilmember Huang inquired about fire access to the north end.

City Planner Hanson explained the fire access plan at that location.

Motion by Councilmember Huang, second by Councilmember Hubbard to adopt Resolution No. 2019-96 approving the Final Site & Building Plan for American Flexible Products at 124 Peavey Circle (PC #2019-16). Motion carried.

8.B. Adopt Resolution 2019-97, Resolution Approving a Purchase Agreement and Approving and Authorizing the Execution of a Supplemental Compensation Agreement and Memorandum of Understanding for Property

City Administrator Podhradsky introduced the item to the Council.

Assistant Administrator Kabat presented the item to the Council.

City Administrator Podhradsky provided further comment regarding the details of the requirement to build the road and limitations to build on the site.

The Council and Staff discussed the intricacies of the legal requirements and best use of City dollars.

Motion by Councilmember Huang, second by Councilmember Grau to table the item to a future date. Motion carried.

8.C. Annual 2018 Financial Reports

City Administrator Podhradsky introduced the item to the Council.

Administrative Service Director Graczyk presented the 2018 Financial Reports.

Bill Lauer and Jackie Huegel, MMKR & Co., P.A., summarized MMKR's role with and results of the audit.

Administrative Service Director Graczyk finalized his presentation to the Council.

Motion by Councilmember Hubbard, second by Councilmember Huang to accept City of Chaska 2018 Comprehensive Annual Financial Reports and Chaska Fire Department Relief Association 2018 Annual Financial Reports. Motion carried.

9. Bills

9.A. ACCOUNTS PAYABLE COUNCIL ROSTER 8-19-19

Councilmember Huang requested further information regarding bills on pages 10, 12, 17, and 20-29.

Staff provided clarification regarding those bills.

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

10. Other Business

10.A. City Administrator's Report

10.A.i Administrator's Bi-Weekly Report 8/19/2019

10.B. Receive the July 8th Park & Recreation Board Meeting Minutes

Councilmember Hatfield:

- Noted the HWY 10 Corridor Study open house is from 5-7 pm on Wednesday at the Community Center.
- Commented the new park viewing option on the Park Board webpage is fantastic.
- Commented that the elimination of park fees for Carver County is exciting.
- Noted the Chaska baseball team is doing great.

Councilmember Hubbard:

- Stated there were several great get-togethers for the Night to Unite event and thanked the Police and Fire Departments for their attendance at various locations.
- Commented that Touch-a-Truck was a great event as well.
- Noted she will be attending the Lower Minnesota Watershed District boat tour.

Councilmember Huang:

- Updated the Council on having Neighborhood Watch meetings.
- Encouraged folks to attend the HWY 10 Corridor Study open house.
- Noted the Farmer's Market is having a solid turnout each week.
- Reminded folks the Chaska History Center's WWI and WWII event is still going on until November 15, 2019.
- Requested more information regarding a food event slated for October 22, 2019. City Administrator Podhradsky and Assistant Administrator Kabat gave more detail regarding the concept of the event.
- Inquired if there are any updates regarding the intersection by Pioneer Trail by Kwik Trip that is under Carver County jurisdiction. City Administrator Podhradsky provided a brief update of the likely plan for that location.
- Asked if there were any updates regarding funding for the utility work on Lineman by HWY 41. City Administrator Podhradsky gave an update regarding the schedule for that utility work.
- Inquired of the timeframe for the 212/44 interchange finishing up. City Administrator stated that phase should be done in mid-November.
- Asked if there is still a police blotter that reports activity for the week. City Administrator Podhradsky stated it's been switched over to Facebook.

Councilmember Grau:

- Also reiterated how great an event Touch-a-Truck was.
- Noted the communication about the water shut down was excellent.

City Administrator Podhradsky:

- Informed the Council of the dates for the September work sessions.

Mayor Windschitl:

- Noted the Fire Department open house is September 9, 2019 from 5-8pm.
- Noted there will not be a meeting on Labor Day.
- Noted the City Retreat is the 19th and 20th.

11. Adjourn

Motion by Councilmember Huang, second by Councilmember Hatfield to adjourn the meeting at 9:29 pm.

Motion carried.

REQUEST FOR ACTION CHASKA CITY COUNCIL 9/16/2019

Subject: Resolution Requesting Support for the 2019 Transportation Economic Development Program Funding Application for Highway 41 Improvements in Downtown Chaska

Prepared By: Nate Kabat, Assistant City Administrator

BACKGROUND

Back in the spring of 2005, the City initiated the Chestnut Street Vision Task Force. The job of the task force was to develop a set of short- and long-range strategies that government entities and private stakeholders can employ to achieve a reasonable balance between the competing objectives of Highway 41 being a State Highway and serving as Chaska's main street. The task force developed several short-term goals but developing the long term shared vision for this road remained elusive.

In February of 2012, the City Council approved the Downtown Master Plan. This document contained a proposed street section for TH 41 (Chestnut Street) solely from the City perspective.

In 2015, the City, County, and State started a planning process to develop a long-term vision for TH 41 (Chestnut Street). In the summer of 2017, the parties came to consensus on the long-term vision for this roadway – with anticipated construction taking place in the early 2020's. Although the final approvals have not yet been put in place; the parties have been starting to work on developing the necessary funding packages that will enable this project to move forward. To date the project has committed funding of \$18.6 million. The total project cost is estimated at \$23.6 million which leaves a funding gap of \$5 million.

City staff, with the assistance of Bolton & Menk, are pursuing a number of funding opportunities to fill the funding gap. The most recent submission is to the Transportation Economic Development (TED) program which is administered by the Department of Employment and Economic Development. One requirement of the application is to have a resolution of support from the governing board of the applying local agency. This resolution will fulfill that requirement.

CITY COUNCIL ACTION REQUESTED:

Motion to adopt Resolution No. 2019-98, Resolution Requesting Support for the 2019 Transportation Economic Development Program Funding Application for Highway 41 Improvements in Downtown Chaska

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 09/16/2019 **RESOLUTION NO.** 2019-98

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

**A RESOLUTION REQUESTING SUPPORT FOR THE 2019 TRANSPORTATION ECONOMIC
DEVELOPMENT PROGRAM FUNDING APPLICATION FOR HIGHWAY 41
IMPROVEMENTS IN DOWNTOWN CHASKA**

WHEREAS, the City of Chaska act as the legal sponsor for project(s) contained in the Transportation Economic Development (TED) Program Application to be submitted on Friday September 6; and,

WHEREAS, the City of Chaska has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure matching funds and adequate construction of the proposed project; and,

WHEREAS, Highway 41 Minnesota River to Walnut Street, is a principal arterial roadway carrying 18,800 vehicles per day through downtown Chaska. 2,250 (12%) of these are heavy commercial vehicles; and

WHEREAS, the highway is an important freight corridor for the region and state, designated as a Tier Three corridor in the Metropolitan Council's Truck Freight Corridor Study, which connects to County Highway 61 which is also a Tier Three corridor; and

WHEREAS, the majority of truck movements on Highway 41 are a result of the river crossing, regional and state freight demands, gravel and sand mining, landfill traffic, and seasonal grain deliveries from western Minnesota to the Ports of Savage; and

WHEREAS, many TED eligible businesses rely on Highway 41 to transport their goods and services throughout the region and the state as Highway 41 corridor provides one of four Minnesota River crossings in the southwestern metro connecting Highway 169, County Highway 61, and Highway 212; and

WHEREAS, upon approval of its application by the state, the City of Chaska may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that it will comply with all applicable laws and regulations as stated in all contract agreements; and,

WHEREAS, the City of Chaska has committed to the necessary local match that includes undertaking significant infrastructure improvements associated with the Highway 41 Improvements in Historic Downtown Chaska, and has identified a substantial need for financial assistance in addition to funding from the City, Carver County, and Minnesota Department of Transportation Committed; and,

WHEREAS, the City of Chaska confirms if the project cost increases above the amount listed in the application, the City of Chaska will provide or secure all additional funds necessary to complete the project; and, the City of Chaska certifies that it will comply with all applicable laws, regulations, and rules of the Application; and,

WHEREAS, that the sources and uses, private investors, equity, and other financing commitment represented in the attached document are accurate; and,

WHEREAS, that the City of Chaska has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice; and,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Chaska, Minnesota, that Matt Podhradsky (City Administrator), or his successor in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project on behalf of the applicant.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 16th day of September 2019.

Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk

REQUEST FOR ACTION CHASKA CITY COUNCIL 09/16/2019

Subject: **Ordinance Amending Chapter 14, Article V Relating to Motor Vehicles and Traffic Therein Relating to Motorized Golf Carts**

Prepared By: Denise Wetzel, Senior Clerk

Chapter 14, Article V, Sections 96 through 105 of the City Ordinances sets provisions related to motorized golf carts. The purpose of this ordinance amendment is to repeal Article V, Sections 96 through 105 and adopt a new Article V, Sections 96 through 107.

Background

The motorized golf cart ordinance was originally adopted to allow a person who is physically handicapped to operate their motorized golf cart on designated roadways within the City. Those designated roadways limited handicapped individuals to only the downtown area.

Since the adoption of the original motorized golf cart ordinance the development of the Chaska Town Course and surrounding neighborhoods have been established. Thus, making the region of those living north of the Twin City & Western Railroad and west of McKnight Rd a popular area for residents having a motorized golf cart to travel to the Chaska Town Course.

Staff from Administration, Chaska Police Department, Town Course, MSB and Parks & Rec along with the City Attorney have all worked together to establish a new motorized golf cart ordinance.

The proposed change would allow for two types of motorized golf cart permits. A travel permit for individuals living north of the Twin City & Western Railroad and west of McKnight Rd to travel to and from their residency to the Chaska Town Course and a handicap permit for those physically handicapped to operate a motorized golf cart on any public street under City jurisdiction with a speed limit of 30 miles per hour or less be traveled on.

Staff Recommendations:

Staff recommends repealing Article V, Section 96 through 105 of Chapter 14 and adopting a new Article V, Sections 96 through 107 related to motorized golf carts.

CITY COUNCIL ACTION REQUESTED

Motion to Adopt Ordinance No. amending Chapter 14, Article V, Section 96 through 105 by repealing Article V and adopting a new Article V related to motorized golf carts of the Chaska Code of Ordinances.

ORDINANCE NO. 986

**AN ORDINANCE AMENDING CHAPTER 14 OF
CHASKA CODE OF ORDINANCES
RELATING TO MOTOR VEHICLES AND TRAFFIC, REPEALING ARTICLE V
AND ADOPTING A NEW ARTICLE V THEREIN RELATING TO
MOTORIZED GOLF CARTS**

MOTION BY COUNCILMEMBER _____, SECOND BY COUNCILMEMBER _____

The City Council of the City of Chaska, Minnesota, do ordain:

Section 1. Section 96 through Section 105 of Article V of Chapter 14 of the Code of Ordinances of the City of Chaska is hereby repealed, and a new Section 96 through Section 107 of Article V of Chapter 14 is adopted as follows.

- **Article V. - Motorized Golf Carts**

- Pursuant to its authority under Minnesota Statutes, Section 169.045, the City authorizes the operation of motorized golf carts on designated roadways as permitted under this Section.

- **Section 96 – Definitions**

For the purpose of this chapter the following definition shall apply unless the context clearly indicates or requires a different meaning.

Authorized Operator: Only persons at least sixteen (16) years of age with a valid driver's license may operate the golf cart.

Community Events: Events sponsored, co-sponsored or supported by the City. Community events may also include celebrations organized by a nonprofit, community-based organization intended to serve the entire community. The City Administrator shall determine if an event qualifies for the exemption.

Designated Roadways: The roadways listed on the approved permit on which the motorized golf cart may operate.

(a) Designated roadways must be public streets under City jurisdiction with speed limits of 30 miles per hour or less

(b) The city trail system, not golf course paths, along corridor roads (Pioneer Trail and Bavaria Road) shall be used for direct connection to Town Course Drive leading to the Chaska Town Course.

Motorized Golf Cart: A self-propelled vehicle with four wheels, powered by either an internal combustion engine or battery power, which is of the type and style designated for and commonly used by patrons of golf courses. This definition specifically excludes vehicles commonly known as all-terrain vehicles or ATV's.

- **Section 97 - Permit required.**

- No motorized golf cart may be operated on designated roadways, trails, public right-of-way or public property without first obtaining a permit from the City Clerk's office.

- **Section 98. - Application.**

- Every application for a motorized golf cart permit shall be made on a form supplied by the City and shall contain the following information:

(a) Date.

(b) The name, address and phone number of the applicant.

(c) A copy of the applicant(s) driver's license.

(d) Proof of insurance, including the company name, policy number, effective dates, and coverage

(e) Make, model, and serial number

(f) The roadways, trails or portion thereof on which the motorized golf cart may be operated.

(g) Such other information as the City may require.

Handicap Permits require:

(a) The nature of the applicant's physical handicap.

- **Section 99 - Permit.**

- (a) *Types of permits*

(1) ***Travel Permit:*** Allows you to travel to and from the Chaska Town Course.

(2) ***Handicap Permit:*** Allows you to travel on designated roadways within the City.

(b) *Term of permit.* Permits are effective for one (1) calendar year beginning January 1st and ending December 31st and may be renewed annually.

(c) *Condition of permit.* No permit shall be granted unless the following conditions are met:

(1) All applicants must provide evidence of insurance in compliance with the provisions of Minnesota Statutes, Section 65B.482, with the permit application. Every motorized golf cart operator shall have proof of insurance in possession while operating the motorized golf cart on designated streets and shall produce such proof of insurance on demand of a police officer as specified in Minnesota Statutes 169.791.

Travel Permit

(1) The applicant must provide proof of residency north of the Twin City & Western Railroad tracks and west of McKnight Rd.

Handicap Permit

(1) The applicant must demonstrate that he/she is a physically handicapped person as defined in Minnesota Statutes, Section 169.345, Subdivision 2.

(2) The applicant must submit a certificate signed by a physician that the applicant is able to safely operate a motorized golf cart on the roadways designated.

Section 100 - Operating Conditions

(a) Permit: Must be displayed on the driver's side portion of the motorized golf cart.

(b) Passengers: Must be seated at all times.

(c) Designated Roadways: Motorized golf carts may only be operated on the designated roadways specified on the approved permit.

(d) Prohibited Operation: The operation of motorized golf carts is expressly prohibited on all public bike trails, walking trails, golf cart paths and sidewalks except in the case of Pioneer Trail and Bavaria Road.

○ Section 101. - Crossing intersection highways.

- The operator, under permit, of a motorized golf cart may cross any street or highway only at signalized intersection.

● Section 102 - Times of operation.

- Motorized golf carts may only be operated on designated roadways from sunrise to sunset. They shall not be operated in inclement weather or when visibility is impaired by weather,

smoke, fog or other conditions, or at any time when there is insufficient light to clearly see persons and vehicles on the roadway at a distance of 500 feet.

- **Section 103- Slow moving vehicle emblem and rear-view mirror.**

- When operated on designated roadways motorized golf carts shall:

- 1) Display the slow-moving vehicle emblem provided for in Minnesota Statutes, Section 169.522.

- 2) Be equipped with a rear-view mirror.

- **Section 104 - Application of traffic laws.**

- Every person operating a motorized golf cart under permit on designated roadways has all the rights and duties applicable to the driver of any other vehicle under the provisions of Chapter 169 of Minnesota Statutes, except when those provisions cannot reasonably be applied to motorized golf carts and except as otherwise specifically provided in Minnesota Statutes, Sections 169.045, Subdivision 7.

- **Section-105. - Suspension or revocation of permits.**

- A permit may be revoked at any time by the City Administrator or designee if the permittee has violated any of the provisions of this section or Chapter 169 of Minnesota Statutes, or if there is evidence that the permittee cannot safely operate the motorized golf cart on the designated roadways. The City Administrator or designee shall conduct a hearing to determine if the permit should be revoked after providing the permittee with five (5) days written notice. Any Police Officer may temporarily suspend a permit prior to the hearing if in, the Police Officer's professional judgment, public safety would otherwise be endangered.

Appeal of Permit Revocation: A permittee may appeal the decision of the City Administrator or designee to revoke or suspend a permit to the City Council. Such an appeal must be filed in writing within five (5) business days of service of the City Administrator's decision on permittee. The City Council will conduct a hearing at the next possible regular City Council meeting to determine if the revocation or suspension should be sustained.

EXEMPTION: The City Administrator or designee may waive the requirements of this Section for the operation of motorized golf carts as part of a community event, as defined under Community Event.

- **Section 106. – Violation; Penalty.**

- Any person violating the terms of this Section shall lose his/her permit to operate a motorized golf cart in the City of Chaska and, upon conviction thereof, be found guilty of a misdemeanor and shall be punished in accordance with the penalties established by Minnesota Statutes.

(Ord. No. 398, Secs. 1—12, 5/5/86)

Section 107 Fees:

The City Council shall establish an annual fee for a motorized golf cart permit

- **Sections 108—120. - Reserved.**
- **Section 2. Effective Date.** This Ordinance shall be in full force and effect upon its passage, adoption and publication according to law.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 16th day of September, 2019

Mark Windschitl, Mayor

Attest: _____
Denise Wetzel, Deputy Clerk



CITY OF **CHASKA**

1 City Hall Plaza

Chaska, MN 55318

(Phone) 952-448-9200 (Fax) 952-448-9300

MOTORIZED GOLF CART PERMIT APPLICATION

Fee: \$30

Applicant's Name: _____

Home Address: _____

City/State/Zip: _____

Phone Number: _____

Driver's License: _____

Attach a copy of driver's license to application.

Number

State

Insurance: _____

Attach a copy of insurance policy to application.

Company Name

Policy Number

Golf Cart: _____

Make

Model

Serial Number

Applicant's Name: _____

If different than applicant.

Home Address: _____

City/State/Zip: _____

Phone Number: _____

Roadways, trails or portions thereof on which the motorized golf cart be operated on?

FOR HANDICAP PERMIT ONLY:

Nature of Physical Disability: _____

Attach a certificate signed by a physician that applicant is able to safely operate a motorized golf cart.

SIGNATURE OF APPLICANT

DATE OF APPLICATION

NOTE: All permits expire on December 31 of the year applied for.

Please return this completed application with all supporting documents to:

City of Chaska

Attn: Licensing Permits

One City Hall Plaza

Chaska MN 55318

Note: Operation of a motorized golf cart within the City limits of Chaska shall be in compliance with the conditions and regulations set forth in Article V, Chapter 14 of the Chaska Code of [Chaska City Code Chapter 14, Article V, Section \(96 - 107\)](#)

Conditions of Permit

1. Only persons at least sixteen (16) years of age with a valid driver's license holders may operate golf carts on City streets.
2. Golf cart may only be operated on roadways designated on this permit.
3. The operation of motorized golf carts is expressly prohibited on all public bike trails, walking trails and sidewalks unless designated.
4. Motorized golf carts may only be operated on the designated roadways from sunrise to sunset. They shall not be operated in inclement weather or when visibility is impaired by weather, smoke, fog or other conditions, or at any time when there is insufficient light to clearly see persons and vehicles on the roadway at a distance of 500 feet.
5. Motorized golf carts must display the slow-moving emblem as described in Minnesota Statutes, Section 169.522 when operated on designated roadways.
6. Motorized golf carts must be equipped with a rear-view mirror.
7. The permit decal must be displayed on the **front driver's side** of the golf cart at all times.
8. This permit expires on December 31st.
9. Additional Conditions:



TRAVEL

MOTORIZED GOLF CART PERMIT
CITY OF CHASKA, MINNESOTA

PERMIT NO. 2019-01

PERMIT EXPIRATION... December 31, 2019

PERMIT HOLDER.....NAME

This permit authorizes **NAME** of **ADDRESS**, Chaska, Minnesota, to operate his/her golf cart on City streets in accordance with Section V, Chapter 14 of the Code of Ordinances, between the hours of sunrise to sunset.

**REQUEST FOR ACTION
CHASKA CITY COUNCIL
9/16/2019**

Subject: On-Sale Liquor at Community Event – Cycle Chaska – Fall Family Bike Ride for Schram Haus Brewery

Prepared By: Denise Wetzel, Senior Clerk

The Schram Haus Brewery of 3700 Chaska Blvd, Chaska MN 55318 has made application for an On-Sale Liquor Permit at a Community Event for the Cycle Chaska – Fall Family Bike Ride. This will allow patrons to purchase alcohol at their booth during this Community Event on Sunday, September 29th.

As hosted of the event the Chaska Park & Rec Department is requesting the \$50 fee be waved.

All required paperwork is on file.

CITY COUNCIL ACTION REQUESTED

Motion to approve On-Sale Intoxicating License at a Community Event OSCF19.03 for Schram Haus Brewery, 3700 Chaska Blvd, Chaska MN for the Cycle Chaska – Fall Family Bike Ride and wave the registration fee, effective September 29, 2019.

REQUEST FOR ACTION CHASKA CITY COUNCIL 09/16/2019

**Subject: Approve Agreement with Baker Tilly Municipal Advisors, LLC for
Municipal Advisor Services**

Prepared By: Noel Graczyk, Administrative Services Director

Background

When issuing bonded debt and other forms of debt, the City engages a Municipal Advisor (MA) to advise the City on financial needs and various compliance requirements that must be addressed. Since before 2000, the City has engaged with Springsted Inc, as the City's MA. Mr. David MacGillivray, Principal with Springsted, Inc. has been the primary MA representative to the City for the past twenty years.

Springsted Inc. was acquired by Baker Tilly on April 1, 2019, and began operating as Baker Tilly Municipal Advisors, LLC (BT). This acquisition not only expanded the scope of services available to the City but also provides that Mr. David MacGillivray will continue as the primary representative to the City.

As part of the transition, and to also comply with security laws and regulations, the City has been asked by BT to enter into a new agreement with BT to provide general municipal advisory services and to also provide related additional services. Attached is the proposed agreement with BT. The proposed agreement addresses four key services (Appendix A).

1. General Municipal Advisory Services
2. Securities Issuance
3. Arbitrage Monitoring Services
4. Continuing Disclosure Services

The proposed agreement also outlines fees (Appendix B) to be charged by BT for services provided. Out-of-pocket expenses are to be billed separately which is consistent with previous practices with Springsted.

Mr. David MacGillivray, and staff members at BT have consistently provided quality and timely services to the City over the past twenty years. They have also demonstrated an ability develop an in depth understanding of City project needs which then allows them to suggest financial alternatives to address various financial and economic needs faced by the City.

Recommendation

Staff recommends that the City Council continue to engage with BT for general municipal advisory services and related services. Staff also recommends that the City Administrator be authorized to sign an engagement agreement with BT.

CITY COUNCIL ACTION REQUESTED

Motion to appoint Baker Tilly Municipal Advisors, LLC as the Municipal Advisor to the City and to authorize the City Administrator to execute an engagement agreement with Baker Tilly Municipal Advisors, LLC.

August 21, 2019

City of Chaska, Minnesota
Matt Podhradsky, City Administrator
One City Hall Plaza
Chaska, MN 55318-1962

Dear Mr. Podhradsky:

This letter agreement is to confirm our understanding of the basis upon which Baker Tilly Municipal Advisors, LLC ("Baker Tilly") is being engaged by the City of Chaska, MN (the "Client") to assist the City with municipal advisory services.

Our Understanding of Your Needs

Based on our initial discussions and subject to confirmation, the City would like Baker Tilly to serve as its Municipal Advisor for bond issuance services and other complementary and/or ancillary services as requested.

Scope, Objectives and Approach

A team approach, which uses a combination of your personnel and ours, is critical to the success of the engagement. Your organization and its team members bring the knowledge of your jurisdiction and we bring overall, a deep understanding of municipal advisory services. Our suggested approach is indicated below.

It is anticipated that projects undertaken will be at the request of the City. This engagement letter details our approach to the various services Baker Tilly provides. Projects requiring a scope of services different than what is contained herein will be detailed in a work plan providing a customized scope and budget covered under addendums to this letter agreement. The scope of this engagement includes the following:

1. General Municipal Advisory Services
2. Securities Issuance
3. Arbitrage Monitoring Services
4. Continuing Disclosure Services

Appendix A of this letter agreement contains a detailed scope of services for the above.

Compensation for Services

Services will commence upon execution of this engagement letter and our professional fees will be based on the rates and terms detailed in Appendix B.

In addition to the fees described above, the City will pay all of Baker Tilly's reasonable out-of-pocket expenses incurred in connection with this engagement. All out of pocket costs will be passed through at cost and will be in addition the fee estimate.

Standard Business Terms and Conditions

Appendix C contains the Baker Tilly Municipal Advisors, LLC Standard Business Terms along with its Exhibit A which contains important "municipal advisor" regulatory disclosures regarding actual, potential or perceived conflicts of interest, legal and disciplinary events.

This letter and the attached terms and conditions comprise the complete and exclusive statement of the agreement between the parties, superseding all proposals, oral or written, and all other communications between the parties. If any provision of this letter is determined to be unenforceable, all other provisions shall remain in force.

If this is in agreement with your understanding, please sign below and return one copy to us for our files. We look forward to working with you on this important project.

Signature Section:

The services and terms as set forth in this statement of work are agreed to by:

CITY OF CHASKA, MINNESOTA

Name: _____

Title: _____

Date: _____

BAKER TILLY MUNICIPAL ADVISORS, LLC

Name: _____

Title: _____

Date: _____

APPENDIX A

Baker Tilly Municipal Advisors, LLC

SCOPE OF SERVICES

A. General Municipal Advisory Services

Unless otherwise agreed to by the parties, in connection with any request for services relative to any financial topic, new project concept planning or other financially related topic or project (each referred to herein as a "Project"), the Advisor shall perform the following services, as applicable:

1. Provide general financial advice relative to a Project.
2. Survey the resources available to determine the financial feasibility of a Project.
3. Assist in the development of a plan or plans for a particular Project that may be available and appropriate for such Project.
4. Recommend to the Client a plan for any Project.
5. Advise the Client on current market conditions, federal, state or other law considerations, and other general information and economic data that might be relevant to any Project.
6. Assist Client in coordinating the activities between various parties to any Project as needed.
7. Assist Client in selecting and, working with, members of a working group to procure services deemed necessary to a Project. Services that may be procured may include, but are not limited to: general counsel; special tax counsel; credit facilities; credit rating; and engineering or design services.
8. Assist with the review of all documents, including but not limited to any governing body resolutions, purchase agreement, and any other relevant documents.
9. Assist the Client with other components of a Project as requested and agreed upon.
10. Coordinate with the proper parties and oversee the completion of each Project.

B. Securities Issuance

Unless otherwise agreed to by the parties, in connection with any request for services relative to any new money issuance, refunding of a prior issuance or other financings (each referred to herein as a "Transaction"), the Advisor shall perform the following services, as applicable:

1. Provide general financial advice relative to any Transaction.
2. Survey the financial resources of the Client to determine its borrowing capacity and analyze existing debt structure as compared to the existing and projected sources of revenues.
3. Assist in the development of a plan or plans for the financing or refinancing of any improvements through the issuance of general bond obligations, loans and/or notes, school bonds, revenue or refunding bonds, or other type of financing alternatives that may be available and appropriate for the particular issuance ("Debt Obligations").
4. Recommend to the Client an amount, the maturity structure, call provisions, pricing, and other terms and conditions of the Debt Obligation.
5. Advise the Client on current market conditions, forthcoming bond, loans and note issues, federal, state or other tax law considerations, and other general information and economic data that might normally be expected to influence the interest rates of the financing.

6. Assist the Client in the analysis of and the selection of a credit rating firm or Firms for the Debt Obligation and further assist in the development and presentation of information to obtain a credit rating or credit ratings for the Debt Obligation.
7. Advise the Client on utilizing credit enhancement and provide assistance in seeking such credit enhancement if, in the opinion of the Advisor, such credit enhancements would be advantageous to the Client.
8. Assist Client in coordinating the financing activities between various parties to any Transaction as needed.
9. Assist Client in selecting and, working with, members of a working group to procure services deemed necessary to the issuance or post-issuance requirements of the Debt Obligation. Services that may be procured may include, but are not limited to: bond counsel; special tax counsel; disclosure counsel; trustee selection; paying agent selection; credit facilities; underwriter; and printing services.
10. Assist with the review of all financing documents, including but not limited to the preliminary and final offering statement, any governing body resolutions, purchase agreement, and any official notice of sale.
11. Communicate with potential underwriters or investors, as appropriate to any Transaction, to ensure that each is furnished with the information they need to render an independent, informed purchase or investment decision concerning the Client's proposed financing.
12. Coordinate with the proper parties and oversee the closing process so as to ensure the efficient delivery of the Debt Obligations to the applicable purchaser.

C. Arbitrage Monitoring Services

Upon receipt of written authorization by the Client to proceed, Advisor shall, based on information supplied by Client, make arbitrage calculations (to include for purposes of this document, rebate and yield reduction calculations) required by Section 148 of the Internal Revenue Service ("IRS") Code and related U.S. Treasury regulations with respect to specified Debt Obligations for the period of time designated for any such Debt Obligation. In carrying out its duties, the Advisor shall periodically, for each specified Debt Obligation:

1. Determine the yield on the applicable Debt Obligation;
2. Determine if spending exceptions have been met;
3. Determine the amount of any arbitrage payment due the IRS;
4. Notify Client and/or its designee of any liability amount;
5. Prepare for submission by Client the form/s with which to submit any payment amount due to the IRS at the appropriate intervals throughout the term of the engagement relative to each specified Debt Obligation;

Client agrees to timely provide the Advisor with accurate information concerning cash and investment activity within all funds relative to the subject Debt Obligations. The information to be provided shall include:

1. Deposits and withdrawals of proceeds or money from other sources within any funds subject to the IRS arbitrage rules;
2. Payments of principal and interest on the Debt Obligations; and
3. All investment activity including:
 - a) Date of purchase or acquisition;
 - b) Purchase price of investments including any accrued interest;
 - c) Face amount and maturity date;
 - d) Stated rate of interest;

- e) Interest payment dates;
 - f) Date of sale, transfer, or other disposition;
 - g) Sale or disposition price; and
 - h) Accrued interest due on the date of sale or disposition;
4. Any other information necessary for the Advisor to make the calculations required for the specified Debt Obligation.

D. Continuing Disclosure Services

Upon receipt of written authorization from the Client to proceed, Advisor shall, based on the information supplied thereby, assist Client in satisfying its obligations for specified Debt Obligations under any applicable continuing disclosure undertaking executed by and requiring the Client to provide certain financial information and operating data and timely notices of the occurrence of certain events determined to be significant to investors. Such assistance will include the following for each specified Debt Obligation:

1. Compile, as needed, and file an annual report according to the continuing disclosure undertaking (the "Undertaking") executed by Client pursuant to SEC Rule 15c2-12(b)(5) for the Debt Obligation(s) for submission by Client to the Municipal Securities Rulemaking Board (MSRB) and the State Information Depository (SID), as applicable. The annual report will generally include:
 - a) An annual audited financial statement to be prepared by Client's accountants.
 - b) Updates of certain specified operating and financial data if not included in the annual audited financial statement.
2. Monitor through periodic requests for information, the significant events listed in the Undertaking and assist, as necessary, in the drafting and filing of a significant event notice relative thereto.
3. Advisor will furnish a receipt of filing for any continuing disclosure filing made within 30 days after its submission to the MSRB.

Client agrees to provide the Advisor with accurate information with respect to compiling the annual report in a timely manner and to fully disclose to Advisor any significant events as they occur.

APPENDIX B

Baker Tilly Municipal Advisors, LLC

A. COMPENSATION FOR SERVICES RELATING TO CLIENT'S DEBT OBLIGATIONS

1. a. General obligation debt:
 - Base fee of \$7,500 for a bond issuance, plus
 - \$5 per \$1,000 for the first \$2,500,000 of bonds issued
 - \$1 per \$1,000 for amounts over \$2,500,000 of bonds issued
- b. The foregoing schedule shall include the Advisor's services through closing of a Debt Obligation. If the Advisor performs post-closing services relative to a Debt Obligation, it shall be compensated for such services at the hourly rates set out in paragraph B of this appendix.
- c. A single Debt Obligation with multiple financing plans is charged per plan with a discount of \$4,000 per plan applied after the first plan.
- d. Non ad valorem supported debt and advance refunding shall be compensated at 1.25 times the fee set out in paragraph 1.a. above.
- e. Debt Obligations dependent on successful referenda shall be compensated at 1.10 times the fee set out in paragraph 1.a. above.
- f. In the event it is necessary for the Advisor to repeat Debt Obligation services because of events beyond the Advisor's control, the Advisor shall be compensated for such repetitive services at the hourly rates set out in the foregoing paragraph B. of this Appendix. The Advisor shall not be entitled to compensation under this section for failed referenda unless otherwise provided by agreement between the Client and the Advisor.
- g. The Advisor's fees shall be payable as follows:
 - (i) For a Debt Obligation, fees shall be contingent upon closing of the Debt Obligation, except that if the Debt Obligation is awarded but cannot be closed by reason of an error, act or omission of the Client, the Advisor shall be paid the amount which it would have been due upon closing.
 - (ii) If an issuance does not close for a reason that is beyond the control of the Client and without fault of the Client, then the Advisor shall be compensated at one-half the amount which would have been due upon closing.
 - (iii) Fees for services provided in connection with a private placement are not contingent on the successful placement of the Debt Obligation.
 - (iv) If a Client Debt Obligation is abandoned for any reason and the Advisor is without fault for such abandonment, the Advisor shall be paid a fee in the amount that would have been due if the Advisor's services to the point of abandonment had been charged at the hourly rate set out in paragraph B. herein however not more than the fee had the Debt Obligation been issued. A Debt Obligation shall be deemed abandoned upon notice by the Client to the Advisor of abandonment or whenever the Client has taken no action with respect to the Debt Obligation within one year, whichever occurs first. Delay in the issuance of Debt Obligations resulting from failed authorization referenda shall not constitute abandonment unless otherwise provided by agreement between the Client and the Advisor.
2. The Client shall be responsible for issuance expenses including, without exclusion of other expenses: (i) posting and distributing the Official Statement, (ii) legal fees, (iii) printing, (iv) delivery and settlement, (v) travel, (vi) rating fees, (vii) out-of-pocket Debt Obligation related expenses, and (viii) governmental and governmental agency fees and charges

B. HOURLY RATES FOR NON-DEBT ISSUANCE RELATED SERVICES

Principal, Director, Senior Manager	\$260
Manager, Senior Professional Staff	\$215
Professional Staff	\$160
Associates	\$ 75

C. ARBITRAGE AND REBATE MONITORING SERVICES

1. Fees for arbitrage services shall be as applied as follows:
 - a. \$1,500 per determination per Debt Obligation when such determinations are made annually as of the selected computation date of the applicable Debt Obligation's date of issuance, or
 - b. \$1,500 for the first year, plus \$400 for each additional year up to a five year period per determination for each Debt Obligation when such determinations are made for periods in excess of one year.
2. At such time as the original proceeds and investment earnings thereon are completely expended and only a non-commingled bona fide debt service fund remains, the Advisor will notify the Client if compliance with the arbitrage provisions can be accomplished through monitoring of the Debt Service fund. In the event such recommendation is made and it is accepted by the Client, the Advisor will perform monitoring activities for a fee of \$400 for annual monitoring or \$850 for monitoring at the close of every fifth bond year. If, for any determination period, monitoring reveals that the debt service fund is no longer bona fide and a rebate calculation must be performed, any charge for monitoring for that determination period will apply toward the applicable fee for rebate and arbitrage services.
3. If (i) separate information for each Debt Obligation is not provided, (ii) Advisor is required to perform allocations of investments among funds, or (iii) the Advisor is required to perform other analysis, additional compensation will be charged for such allocations/analyses at the hourly rates in paragraph B.

D. CONTINUING DISCLOSURE SERVICES

Report preparation and filing per type of obligation:

- a. Full disclosure report created by Advisor, \$1,300, plus \$200 each debt obligation
- b. Full or limited disclosure official statement with updated data that can be referenced, \$0, plus \$200 each debt obligation
- c. Full disclosure all operating data included within CAFR, \$600, plus \$200 each debt obligation
- d. Limited disclosure, \$600, plus \$200 each debt obligation

Client shall be responsible for county auditor certification fees, if required, and any legal fees incurred in connection with determining compliance with continuing disclosure certificates or interpretation of significant events or filing of the annual report.

E. EXPENSES and Hourly Fees

Amounts due the Advisor for expenses and services charged at hourly rates shall not be contingent.

APPENDIX C

Baker Tilly Municipal Advisors, LLC

Standard Business Terms

These Standard Business Terms ("Terms") govern the services provided by Baker Tilly Municipal Advisors, LLC ("Baker Tilly", "we", "us" or "our") set forth in the Engagement Letter or Statement of Work to which these Terms are attached (the "Services"). These Terms, together with the Engagement Letter or Statement of Work to which they are attached, constitute the entire understanding and agreement between the client identified on such Engagement Letter or Statement of Work (the "Client") and Baker Tilly with respect to the Services described in the Engagement Letter or Statement of Work (collectively, the Engagement Letter or Statement of Work and these Terms are referred to as the "Agreement") and supersede and incorporate all prior or contemporaneous representations, understandings or agreements, and may not be modified or amended except by an agreement in writing signed between the parties hereto. If there is a conflict between these Terms and the terms of any Engagement Letter or Statement of Work, these Terms shall govern.

Section 1. Confidentiality

With respect to this Agreement and any information supplied in connection with this Agreement and designated by the disclosing party (the "Disclosing Party") as "Confidential Information" either by marking it as "confidential" prior to disclosure to the receiving party (the "Recipient") or, if such information is disclosed orally or by inspection, then by indicating to the Recipient that the information is confidential at the time of disclosure and confirming in writing to the Recipient, the confidential nature of the information within ten (10) business days of such disclosure, the Recipient agrees to: (i) protect the Confidential Information in the same manner in which it protects its confidential information of like importance, but in no case using less than reasonable care; (ii) use the Confidential Information only to perform its obligations under this Agreement; and (iii) reproduce Confidential Information only as required to perform its obligations under this Agreement. This section shall not apply to information which is (A) publicly known, (B) already known to the recipient; (C) disclosed to a third party without restriction; (D) independently developed; or (E) disclosed pursuant to legal requirement or order, or as is required by regulations or professional standards governing the Services performed. Subject to the foregoing, Baker Tilly may disclose Client's Confidential Information to its subcontractors and subsidiaries.

Section 2. Deliverables

(a) Materials specifically prepared by Baker Tilly for Client as a deliverable under an Engagement Letter or Statement of Work (each a "Deliverable") may, when fully paid for by Client, be used, copied, distributed internally, and modified by Client but solely for its internal business purposes. Client shall not, without Baker Tilly's prior written consent, disclose to a third party, publicly quote or make reference to the Deliverables. Baker Tilly shall retain all right, title and interest in and to: (i) the Deliverables, including but not limited to, all patent, copyright, trademark and other intellectual property rights therein; and (ii) all methodologies, processes, techniques, ideas, concepts, trade secrets and know-how embodied in the Deliverables or that Baker Tilly may develop or supply in connection with this Agreement (the "Baker Tilly Knowledge"). Subject to the confidentiality restrictions contained in Section 1 and fiduciary obligations as set forth in applicable law or regulation, Baker Tilly may use the Deliverables and the Baker Tilly Knowledge for any purpose.

(b) The documentation for this engagement, including the workpapers, is not part of the Deliverables, is the property of Baker Tilly and constitutes confidential information. We may have a responsibility to retain the documentation for a period of time sufficient to satisfy any applicable legal or regulatory requirements for records retention. If we are required by law, regulation or professional standards to make certain documentation available to regulators, Client hereby authorizes us to do so.

Section 3. Acceptance

Client shall accept Deliverables which (i) substantially conform to the specifications in the Engagement Letter or Statement of Work or (ii) where applicable, successfully complete the mutually agreed to acceptance test plan described in the Engagement Letter or Statement of Work. Client will promptly give Baker Tilly written notification of any non-conformance of the Deliverables with such requirements ("Non-conformance") within thirty (30) days following delivery of such Deliverables, and Baker Tilly shall have a reasonable period of time, based on the severity and complexity of the Non-conformance, to correct the Non-conformance so that the Deliverables substantially conform to the specifications. If Client uses the Deliverable before acceptance, fails to promptly notify Baker Tilly of any Non-conformance within such 30-day period, or delays the beginning of acceptance testing more than five (5) business days past the agreed upon date for the start of such acceptance testing as specified or otherwise

determined under the Engagement Letter or Statement of Work, then the Deliverable shall be deemed irrevocably accepted by the Client.

Section 4. Standards of Performance

(a) Baker Tilly shall perform its Services in conformity with the terms expressly set forth in this Agreement and all applicable laws and regulations governing the Services. Accordingly, our Services shall be evaluated on our substantial conformance with such terms and standards. Any claim of nonconformance (and applicability of such standards) must be clearly and convincingly shown. Client acknowledges that the Services will involve the participation and cooperation of management, officials and others of Client. Unless required by professional standards or Client and Baker Tilly otherwise agree in writing, Baker Tilly shall have no responsibility to update any of its work after its completion.

(b) It is understood that Baker Tilly will serve in an advisory capacity with the Client. The Client is responsible for all management decisions and functions relating to the proposed transactions and for designating one or more individuals with suitable skill, knowledge and experience to oversee the Services provided hereunder.

Section 5. Warranty

(a) Each party represents and warrants to the other that it has full power and authority to enter into and perform this Agreement and any Engagement Letter or Statement of Work entered into pursuant hereto and the person signing this Agreement or such Engagement Letter or Statement of Work on behalf of each party hereto has been properly authorized and empowered to enter into this Agreement.

(b) Client warrants that it has the legal right and authority, and will continue to have the legal right and authority during the term of this Agreement, to operate, configure, provide, place, install, upgrade, add, maintain and repair (and authorize Baker Tilly to do any of the foregoing to the extent the same are included in the Services) the hardware, software and data that comprises any of Client's information technology system upon which or related to which Baker Tilly provides Services under this Agreement.

(c) Baker Tilly warrants that any Services that it provides to Client under this Agreement and any Engagement Letter or Statement of Work will be performed in accordance with generally accepted industry standards of care and competence and all applicable laws and regulations governing the Services. Client's sole and exclusive remedy for a breach of Baker Tilly's warranty will be for Baker Tilly, in its sole discretion, to either: (i) use its reasonable commercial efforts to re-perform or correct the Services, or (ii) refund the fee Client paid for the Services that are in breach of Baker Tilly's warranty. Client must make a claim for breach of warranty in writing within thirty (30) days of the date that the Services that do not comply with Baker Tilly's warranty are performed. This warranty is voided in the event that Client makes alterations to the Services provided by Baker Tilly or to the environment in which the Services are used (including the physical, network and systems environments) that are not authorized in writing by Baker Tilly. If Client does not notify Baker Tilly of a breach of Baker Tilly's warranty during that 30-day period, Client will be deemed to have irrevocably accepted the Services.

(d) Baker Tilly does not warrant any third-party product (each, a "Product"). All Products are provided to Client by Baker Tilly or otherwise "AS IS," provided that, if the review of a recommendation of a Product is requested by the Client and within the scope of the Engagement Letter or Statement of Work, Baker Tilly will determine, based on the information obtained through its diligence, whether the Product is suitable for the Client and the basis therefore. Client, recognizing that Baker Tilly is not the provider of any Product, expressly waives any claim that Client may have against Baker Tilly based upon any product liability or infringement or alleged infringement of any patent, copyright, trade secret or other intellectual

Baker Tilly Municipal Advisors, LLC Standard Business Terms (cont.)

property right (each a "Claim") with respect to any Product and also waives any right to indemnification from Baker Tilly against any such Claim made against Client by another. Client acknowledges that no employee of Baker Tilly or any other party is authorized to make any representation or warranty on behalf of Baker Tilly that is not in this Agreement.

(e) This Section 5 is Baker Tilly's only warranty concerning our Services and any Deliverable, and is made expressly in lieu of all other warranties and representations, express or implied, including any implied warranties of merchantability, ACCURACY, TITLE, non-infringement, or fitness for a particular purpose, or otherwise.

Section 6. Limitation on Damages and Indemnification

(a) The liability (including attorney's fees and ALL other costs) of Baker Tilly and its present or former partners, principals, agents or employees related to any claim for damages relating to the services performed under this Agreement shall not exceed the fees paid to Baker Tilly for the portion of the work to which the claim relates, except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of Baker Tilly relating to such services. This limitation of liability is intended to apply to the full extent allowed by law or regulation, regardless of the grounds or nature of any claim asserted, including the negligence of either party. Additionally, in no event shall either party be liable for ANY lost profits, LOST business opportunity, lost data, consequential, special, incidental, exemplary or punitive damages DELAYS, INTERRUPTIONS, OR VIRUSES arising out of or related to this Agreement even if the other party has been advised of the possibility of such damages.

(b) As Baker Tilly is performing the Services solely for the benefit of Client, Client will indemnify Baker Tilly, its subsidiaries, affiliates and their present or former partners, principals, employees, officers and agents against all costs, fees, expenses, damages and liabilities (including reasonable attorneys' fees and all defense costs) associated with any third-party claim, relating to or arising as a result of the Services, Client's use of the Deliverables, or this Agreement.

(c) In the event Baker Tilly is requested by the Client; or required by government regulation, subpoena, or other legal process to produce our engagement working papers or its personnel as witnesses with respect to its Services rendered for the Client, so long as Baker Tilly is not a party to the proceeding in which the information is sought, Client will reimburse Baker Tilly for its professional time and expenses, as well as the fees and legal expenses, incurred in responding to such a request.

(d) Because of the importance of the information that Client provides to Baker Tilly with respect to Baker Tilly's ability to perform the Services, Client hereby releases Baker Tilly, its subsidiaries, affiliates and their present and former partners, principals, agents and employees from any liability, damages, fees, expenses and costs, including attorney's fees, relating to the Services, that arise from or relate to any information, including representations by management, provided by Client, its personnel or agents, that is not complete, accurate or current.

(e) Each party recognizes and agrees that the warranty disclaimers and liability and remedy limitations in this Agreement are material bargained for bases of this Agreement and that they have been taken into account and reflected in determining the consideration to be given by each party under this Agreement and in the decision by each party to enter into this Agreement.

(f) The terms of this Section 6 shall apply regardless of the nature of any claim asserted (including, but not limited to, contract, tort, or any form of negligence, whether of Client, Baker Tilly or others), provided that nothing herein shall constitute a waiver or limitation of any rights which the Client may have under applicable U.S. federal securities laws, or any other laws whose applicability is not permitted to be contractually waived. The Client understands that it should consult independent legal counsel to determine if it has a non-waivable claim against Baker Tilly. These terms shall also continue to apply after any termination of this Agreement.

(g) Client accepts and acknowledges that any legal proceedings arising from or in conjunction with the Services must be commenced within twelve (12) months after the performance of the Services for which the action is brought, without consideration as to the time of discovery of any claim.

Section 7. Personnel

During the term of this Agreement, and for a period of six (6) months following the expiration or termination thereof, neither party will actively solicit the employment of the personnel of the other party involved directly with providing Services hereunder. Both parties acknowledge that the fee for hiring personnel from the other party, during the term of this Agreement

and within six (6) months following completion, will be a fee equal to the hired person's annual salary at the time of the violation so as to reimburse the party for the costs of hiring and training a replacement.

Section 8. Termination

(a) This Agreement may be terminated at any time by either party upon written notice to the other. However, upon termination of this Agreement, this Agreement will continue to remain in effect with respect to any Engagement Letter(s) or Statement(s) of Work already issued at the time of such termination, until such Engagement Letter(s) or Statements of Work are themselves either terminated or the performance thereunder is completed.

(b) This Agreement and all Engagement Letters or Statements of Work may be terminated by either party effective immediately and without notice, upon: (i) the dissolution, termination of existence, liquidation or insolvency of the other party, (ii) the appointment of a custodian or receiver for the other party, (iii) the institution by or against the other party of any proceeding under the United States Bankruptcy Code or any other foreign, federal or state bankruptcy, receivership, insolvency or other similar law affecting the rights of creditors generally, or (iv) the making by the other party of any assignment for the benefit of creditors.

(c) Client shall pay Baker Tilly for all Services rendered and expenses incurred as of the date of termination.

(d) Any rights and duties of the parties that by their nature extend beyond the expiration or termination of this Agreement, including but not limited to, limitation of liability, confidentiality, ownership of work product, and survival of obligations, any accrued rights to payment and remedies for breach of this Agreement shall survive the expiration or termination of this Agreement or any Engagement Letter or Statement of Work.

Section 9. Dispute Resolution

(a) Except for disputes related to confidentiality or intellectual property rights, all disputes and controversies between the parties hereto of every kind and nature arising out of or in connection with this Agreement as to the existence, construction, validity, interpretation or meaning, performance, nonperformance, enforcement, operation, breach, continuation, or termination of this Agreement shall be resolved as set forth in this Section 9 using the following procedure: In the unlikely event that differences concerning the Services or fees should arise that are not resolved by mutual agreement, both parties agree to attempt in good faith to settle the dispute by engaging in mediation administered by the American Arbitration Association under its mediation rules for professional accounting and related services disputes before resorting to litigation or any other dispute-resolution procedure. Each party shall bear their own expenses from mediation and the fees and expenses of the mediator shall be shared equally by the parties. If the dispute is not resolved by mediation, then the parties agree that the dispute or claim shall be settled by binding arbitration. The arbitration proceeding shall take place in the city in which the Baker Tilly office providing the relevant services is located, unless the parties mutually agree to a different location. The proceeding shall be governed by the provisions of the Federal Arbitration Act ("FAA") and will proceed in accordance with the then current Arbitration Rules for Professional Accounting and Related Disputes of the AAA, except that no pre-hearing discovery shall be permitted unless specifically authorized by the arbitrator. The arbitrator will be selected from AAA, JAMS, the Center for Public Resources, or any other internationally or nationally-recognized organization mutually agreed upon by the parties. Potential arbitrator names will be exchanged within fifteen (15) days of the parties' agreement to settle the dispute or claim by binding arbitration, and arbitration will thereafter proceed expeditiously. The arbitration will be conducted before a single arbitrator, experienced in accounting and auditing matters. The arbitrator shall have no authority to award non-monetary or equitable relief and will not have the right to award punitive damages. The award of the arbitration shall be in writing and shall be accompanied by a well-reasoned opinion. The award issued by the arbitrator may be confirmed in a judgment by any federal or state court of competent jurisdiction. Each party shall be responsible for their own costs associated with the arbitration, except that the costs of the arbitrator shall be equally divided by the parties. The arbitration proceeding, and all information disclosed during the arbitration shall be maintained as confidential, except as may be required for disclosure to professional or regulatory bodies or in a related confidential arbitration. In no event shall a demand for arbitration be made after the date when institution of legal or equitable proceedings based on such claim would be barred under the applicable statute of limitations.

Baker Tilly Municipal Advisors, LLC Standard Business Terms (cont.)

(b) Because a breach of any the provisions of this Agreement concerning confidentiality or intellectual property rights will irreparably harm the non-breaching party, Client and Baker Tilly agree that if a party breaches any of its obligations thereunder, the non-breaching party shall, without limiting its other rights or remedies, be entitled to seek equitable relief (including, but not limited to, injunctive relief) to enforce its rights thereunder, including without limitation protection of its proprietary rights. The parties agree that the parties need not invoke the mediation procedures set forth in this Section 9 in order to seek injunctive or declaratory relief.

Section 10. Force Majeure

In the event that either party is prevented from performing, or is unable to perform, any of its obligations under this Agreement due to any act of God, fire, casualty, flood, war, strike, lock out, failure of public utilities, injunction or any act, exercise, assertion or requirement of any governmental authority, epidemic, destruction of production facilities, insurrection, inability to obtain labor, materials, equipment, transportation or energy sufficient to meet needs, or any other cause beyond the reasonable control of the party invoking this provision ("Force Majeure Event"), and if such party shall have used reasonable efforts to avoid such occurrence and minimize its duration and has given prompt written notice to the other party, then the affected party's failure to perform shall be excused and the period of performance shall be deemed extended to reflect such delay as agreed upon by the parties.

Section 11. Taxes

Baker Tilly's fees are exclusive of any federal, national, regional, state, provincial or local taxes, including any VAT or other withholdings, imposed on this transaction, the fees, or on Client's use of the Services or possession of the Deliverable (individually or collectively, the "Taxes"), all of which shall be paid by Client without deduction from any fees owed by Client to Baker Tilly. In the event Client fails to pay any Taxes when due, Client shall defend, indemnify, and hold harmless Baker Tilly, its officers, agents, employees and consultants from and against any and all fines, penalties, damages, costs (including, but not limited to, claims, liabilities or losses arising from or related to such failure by Client) and will pay any and all damages, as well as all costs, including, but not limited to, mediation and arbitration fees and expenses as well as attorneys' fees, associated with Client's breach of this Section 11

Section 12. Notices

Any notice or communication required or permitted under this Agreement or any Engagement Letter or Statement of Work shall be in writing and shall be deemed received (i) on the date personally delivered; or (ii) the date of confirmed receipt if sent by Federal Express, DHL, UPS or any other reputable carrier service, to applicable party (sending it to the attention of the title of the person signing this Agreement) at the address specified on the signature page of this Agreement or such other address as either party may from time to time designate to the other using this procedure.

Section 13. Miscellaneous

(a) This Agreement and any Engagement Letters or Statement(s) of Work constitute the entire agreement between Baker Tilly and Client with respect to the subject matter hereof and supersede all prior agreements, promises, understandings and negotiations, whether written or oral, regarding the subject matter hereof. No terms in any Client purchase order that are different from, or additional to, the terms of this Agreement will be accorded any legal effect and are specifically hereby objected to by Baker Tilly. This Agreement and any Engagement Letter or Statement of Work cannot be amended unless in writing and signed by duly authorized representatives of each party. Headings in this Agreement are included for convenience only and are not to be used to construe or interpret this Agreement.

(b) In the event that any provision of this Agreement or any Engagement Letter or Statement of Work is held by a court of competent jurisdiction to be unenforceable because it is invalid or in conflict with any law of any relevant jurisdiction, the validity of the remaining provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement or such Engagement Letter or Statement of Work did not contain the particular provisions held to be unenforceable. The unenforceable provisions shall be replaced by mutually acceptable provisions which, being valid, legal and enforceable, come closest to the intention of the parties underlying the invalid or unenforceable provision. If the Services should become subject to the independence rules of the U.S. Securities and Exchange Commission with respect to Client, such that any provision of this Agreement would impair Baker Tilly's independence under its rules, such provision(s) shall be of no effect.

(c) Neither this Agreement, any Engagement Letter or any Statement of Work, any claims nor any rights or licenses granted hereunder may be assigned, delegated or subcontracted by either party without the written consent of the other party. Either party may assign and transfer this Agreement and any Engagement Letter or Statement of Work to any successor that acquires all or substantially all of the business or assets of such party by way of merger, consolidation, other business reorganization, or the sale of interests or assets, provided that the party notifies the other party in writing of such assignment and the successor agrees in writing to be bound by the terms and conditions of this Agreement.

(d) The validity, construction and enforcement of this Agreement shall be determined in accordance with the laws of the State of Illinois, without reference to its conflicts of laws principles, and any action (whether by arbitration or in court) arising under this Agreement shall be brought exclusively in the State of Illinois. Both parties consent to the personal jurisdiction of the state and federal courts located in the State of Illinois.

(e) The failure of either party at any time to enforce any of the provisions of this Agreement or an Engagement Letter or Statement of Work will in no way be construed as a waiver of such provisions and will not affect the right of party thereafter to enforce each and every provision thereof in accordance with its terms.

(f) Client acknowledges that: (i) Baker Tilly and Client may correspond or convey documentation via Internet e-mail unless Client expressly requests otherwise, (ii) neither party has control over the performance, reliability, availability, or security of Internet e-mail, and (iii) Baker Tilly shall not be liable for any loss, damage, expense, harm or inconvenience resulting from the loss, delay, interception, corruption, or alteration of any Internet e-mail.

(g) Except to the extent expressly provided in the Engagement Letter or Statement of Work to the contrary, no third-party beneficiaries are intended under this Agreement.

(h) Important disclosures relating to Baker Tilly, potential conflicts of interest and legal and disciplinary events are attached as Exhibit A to these Terms and may be updated from time to time.

(i) Baker Tilly Municipal Advisors, LLC is a wholly owned subsidiary of Baker Tilly Virchow Krause, LLP. Baker Tilly Virchow Krause, LLP is an independent member of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity, and each describes itself as such. Baker Tilly Virchow Krause, LLP is not Baker Tilly International's agent and does not have the authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly Virchow Krause, LLP, Baker Tilly Investment Services, LLC, nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under license from Baker Tilly International Limited.

Acknowledgement:

The Standard Business Terms above, and Exhibit A hereto, correctly sets forth the understanding of the Client.

Accepted by:

Signature: _____

Title: _____

Date: _____

Baker Tilly Municipal Advisors, LLC

Standard Business Terms

Exhibit A

Important Disclosures

Non-Exclusive Services

Client acknowledges and agrees that Baker Tilly and its affiliates, including but not limited to Baker Tilly Virchow Krause, LLP, Baker Tilly Capital, LLC, and Baker Tilly Investment Services, LLC, are free to render municipal advisory and other financial services to others and that Baker Tilly does not make its municipal advisory services available exclusively to the Client.

Conflicts of Interest

Contingent Fee. The fees to be paid by the Client to Baker Tilly are or may be based on the size of the transaction and partially contingent on the successful closing of the transaction. Although this form of compensation may be customary in the municipal securities market, it presents a conflict because Baker Tilly may have an incentive to recommend unnecessary financings, larger financings or financings that are disadvantageous to the Client. For example, when facts or circumstances arise that could cause a financing or other transaction to be delayed or fail to close, Baker Tilly may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction. Baker Tilly manages and mitigates this conflict primarily by adherence to the fiduciary duty which it owes to the Client which require Baker Tilly to put the interests of the Client ahead of its own and its duty of fair dealing that it owes to obligated person clients which require it to deal fairly with all persons.

Hourly Fee Arrangements. Under an hourly fee form of compensation, Baker Tilly will be paid an amount equal to the number of hours worked multiplied by an agreed upon billing rate. This form of compensation presents a potential conflict of interest if Baker Tilly and the Client do not agree on a maximum fee under the Engagement Letter or Statement of Work because Baker Tilly will not have a financial incentive to recommend alternatives that would result in fewer hours worked. In addition, hourly fees are typically payable by the Client whether or not the financing transaction closes.

Affiliated Entities. Baker Tilly's affiliate, Baker Tilly Investment Services, LLC ("BTIS"), a U.S. Securities and Exchange Commission ("SEC") registered investment adviser, may provide services to the Client in connection with the investment of proceeds from an issuance of securities. In such instances, services will be provided under a separate engagement, for an additional fee. Notwithstanding the foregoing, Baker Tilly may act as solicitor for and recommend the use of BTIS, but the Client shall be under no obligation to retain BTIS or to otherwise utilize BTIS relative to Client's investments. The fees paid with respect to investment services are typically based in part on the size of the issuance proceeds and Baker Tilly may have incentive to recommend larger financings than would be in the Client's best interest. Baker Tilly will manage and mitigate this potential conflict of interest by this disclosure of the affiliated entity's relationship, a Solicitation Disclosure Statement when Client retains BTIS's services and adherence to Baker Tilly's fiduciary duty and/or fair dealing obligations to the Client.

Baker Tilly's parent company, Baker Tilly Virchow Krause, LLP ("BTVK"), may provide services to the Client in connection with human resources consulting, including, but not limited to, executive search and community survey services. In such instances, such services will be provided under a separate engagement, for an additional fee. Certain executives of the Client may have been hired after utilizing the services of BTVK and may make decisions about whether to engage the services of Baker Tilly. Notwithstanding the foregoing, Baker Tilly may recommend the use of BTVK, but Client shall be under no obligation to retain BTVK or to otherwise utilize BTVK relative to the Client's activities. Baker Tilly will manage and mitigate this potential conflict of interest by this disclosure of the affiliated entity's relationship and adherence to Baker Tilly's fiduciary duty to the Client.

No additional conflicts of interest have been identified by Baker Tilly. To the extent any such material conflicts of interest arise after the date of this Agreement, Baker Tilly will provide information with respect to such conflicts in the form of a supplement or amendment to this Exhibit A.

Legal and Disciplinary Events

Baker Tilly is registered as a "municipal advisor" pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the SEC) and the Municipal Securities Rulemaking Board ("MSRB"). As part of this registration, Baker Tilly is required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Baker Tilly. Pursuant to MSRB Rule G-42, Baker Tilly is required to disclose any legal or disciplinary event that is material to the Client's evaluation of Baker Tilly or the integrity of its management or advisory personnel.

There are no criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations or civil litigation involving Baker Tilly. Copies of Baker Tilly filings with the SEC can currently be found by accessing the SEC's EDGAR system Company Search Page which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Baker Tilly Municipal Advisors, LLC or for our CIK number which is 0001616995. The MSRB has made available on its website (www.msrb.org) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

Arbitrage Monitoring Services

Authorization to Engage Services

Pursuant to the Agreement for Arbitrage Monitoring Services ("Agreement") by and between the City of Chaska, Minnesota ("Client") and Baker Tilly Municipal Advisors, LLC ("Advisor") now joined with Springsted effective _____, Client wishes to retain the services of the Advisor to provide arbitrage calculations required by Section 148 of the Internal Revenue Service Code and related U.S. Treasury regulations with respect to the following Debt Obligation(s):

Bond Issue	Closing Date	Frequency
\$1,495,000 General Obligation Water Revenue Refunding Bonds, Series 2009A	10/15/2009	5th Year
\$1,995,000 General Obligation Improvement Refunding Bonds, Series 2009B	10/15/2009	5th Year
\$3,220,000 General Obligation Improvement Bonds, Series 2010A	7/14/2010	5th Year
\$2,180,000 General Obligation Improvement Bonds, Series 2010C	9/23/2010	5th Year
\$11,435,000 General Obligation Water Revenue Refunding Bonds, Series 2011A	9/15/2011	5th Year
\$3,455,000 General Obligation Bonds, Series 2011B	9/15/2011	5th Year
\$3,535,000 Electric Utility Revenue Bonds, Series 2011D	12/22/2011	5th Year
\$2,430,000 General Obligation Improvement Bonds, Series 2012A & \$4,675,000 General Obligation Refunding Bonds, Series 2012B *	8/15/2012	5th Year
\$3,850,000 Lease Revenue and Limited Tax Bonds, Series 2013A (EDA)	7/18/2013	5th Year
\$3,330,000 General Obligation Improvement Bonds, Series 2013A	8/15/2013	5th Year
\$915,000 General Obligation Equipment Certificates of Indebtedness, Series 2013C	8/15/2013	5th Year
\$5,785,000 General Obligation Bonds, Series 2014A	12/30/2014	5th Year
\$9,000,000 Lease Revenue Bonds, Series 2015B (EDA)	4/15/2015	5th Year
\$5,940,000 General Obligation Improvement Bonds, Series 2015B	8/19/2015	5th Year
\$21,760,000 Electric Revenue Refunding Bonds (Generating Facilities), Series 2015A	10/1/2015	Annual
\$5,170,000 General Obligation Utility Revenue Bonds, Series 2015C	12/30/2015	5th Year
\$1,085,000 Lease Revenue Bonds, Series 2015D (EDA)	12/30/2015	5th Year
\$7,220,000 Electric Revenue Bonds, Series 2017A	9/6/2017	5th Year
\$9,570,000 General Obligation Bonds, Series 2017B	11/29/2017	5th Year
\$1,880,000 Lease Revenue Refunding Bonds, Series 2017A (City of Chaska, Minnesota Lease Obligation)	12/27/2017	5th Year
\$995,000 General Obligation Refunding Bonds, Series 2017E	12/27/2017	5th Year
\$20,000,000 General Obligation Temporary State Aid Street Bonds, Series 2019A	3/29/2019	5th Year or Maturity

* Single issue and as such, reported on collectively for IRS purposes.

Acceptance:

FOR CLIENT

BAKER TILLY MUNICIPAL ADVISORS, LLC

Matt Podhradsky

Print Name

Print Name

City Administrator

Title

Title

**REQUEST FOR ACTION
CHASKA CITY COUNCIL
09/16/2019**

Subject: Bond Sale Reimbursement

Prepared By: Kelly Grinnell, Finance Manager

The City anticipates issuing bonds in 2019 to finance the following projects:

- Acquisition of Right-of-Way for the extension of Savanna Way (Cottrell Property)
- Equipment for various departments
- Purchase of Parcel #9 for SW Community Park

Prior to issuance of any such bonded debt the City must first comply with IRS regulations regarding reimbursement requirements.

In accordance with IRS regulations, the City must declare its intent to reimburse itself prior to payment of any project expenditures. Projects as listed in the proposed reimbursement resolution will incur costs that may be reimbursed from future bond sales and thus must be declared by the City for possible future reimbursement.

The enclosed proposed resolution establishes compliance with IRS reimbursement regulations for the items as listed in Attachment A to the resolution.

Staff recommends adoption of the resolution.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Resolution 2019-100 relating to financing certain proposed projects and establishing compliance with reimbursement bond regulations under the Internal Revenue Code.

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 09/16/2019 **RESOLUTION NO.** 2019-100

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

**RESOLUTION RELATING TO FINANCING OF CERTAIN PROPOSED PROJECTS; AND,
ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS
UNDER THE INTERNAL REVENUE CODE**

BE IT RESOLVED, by the City Council of the City of Chaska, Minnesota (the "City"), as follows:

1. Recitals.

(a) The United States Department of Treasury has promulgated final regulations governing the use of proceeds of tax-exempt bonds, all or a portion of which are to be used to reimburse the City for project expenditures paid by the City prior to the date of issuance of such bonds. Those regulations (Treasury Regulations, Section 1.150-2) (the "Regulations") require that the City adopt a statement of official intent to reimburse an original expenditure not later than 60 days after payment of the original expenditure. The Regulations also generally require that the bonds be issued and the reimbursement allocation made from the proceeds of the bonds within 18 months (or three years, if the reimbursement bond issue qualifies for the "small issuer" exception from the arbitrage rebate requirement) after the later of (i) the date the expenditure is paid, or (ii) the date the project is placed in service or abandoned, but (unless the issue qualifies for the "small issuer" exception from the arbitrage rebate requirement) in no event more than three years after the date the expenditure is paid. The Regulations generally permit reimbursement of capital expenditures and costs of issuance of the bonds.

(b.) The City desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

2. Official Intent Declaration.

(a) The City proposes to undertake certain projects, which projects and the estimated costs thereof are generally described in Exhibit A hereto, which is hereby incorporated herein and made a part hereof (the "Projects").

(b) Other than (i) expenditures to be paid or reimbursed from sources other than the Bonds (as hereinafter defined), (ii) expenditures constituting preliminary expenditures within the meaning of Section 1.150-2(f)(2) of the Regulations, or (iii) expenditures in a "de minimus" amount (as defined in Section 1.150-2(f)(1) of the Regulations), no expenditures for the Projects have been paid by the City before the sixty (60) days before the date of adoption of this resolution.

(c) The City reasonably expects to reimburse the expenditures made for costs of the Projects out of the proceeds of debt in an estimated maximum aggregate principal amount of \$4,393,000 (the "Bonds") after the date of payment of all or a portion of the costs of the Projects. All reimbursed expenditures shall be capital expenditures, a cost of issuance of the Bonds or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Regulations.

3. Budgetary Matters. As of the date hereof, there are no City funds reserved, allocated on a long-term basis, or otherwise set aside (or reasonably expected to be reserved, allocated on a long-term basis, or otherwise set aside) to provide permanent financing for the expenditures related to the Projects, other than pursuant to the issuance of the Bonds. The statement of intent contained in this resolution, therefore, is determined to be consistent with the City's budgetary and financial circumstances as they exist or are reasonably foreseeable on the date hereof.

4. Reimbursement Allocations. The City's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the Bonds to reimburse the source of temporary financing used by the City to make prior payment of the costs of the Projects. Each allocation shall be evidenced by an entry on the official books and records of the City maintained for the Bonds or the Projects and shall specifically identify the actual original expenditure being reimbursed.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 16th day of September 2019.

Mark Windschitl, Mayor

Attest: _____
Denise Wetzel, Deputy Clerk

EXHIBIT A

<u>PROJECTS:</u>	
<u>Cottrell Property Acquisition for right-of-way and storm water improvements for Savanna Way extension</u> Fund 532	\$1,540,000
<u>City Equipment to be funded with Equipment Certificates</u> Fund 448 and Fund 606	\$1,433,000
<u>Purchase of Parcel #9 for SW Community Park</u> Fund 532	\$1,460,000
Total All Projects	\$4,393,000

REQUEST FOR ACTION CHASKA CITY COUNCIL 09/16/2019

**Subject: Establish Date of Sale for Issuance of Bonds:
GO Bonds, Series 2019B; and,
GO Utility Revenue Bonds, 2019C**

Prepared By: Noel Graczyk, Administrative Services Director; and,
Kelly Grinnell, Finance Manger

Overview

Baker Tilly Municipal Advisors, LLC (BTMA), Municipal Advisor to the City, and City staff together have structured two series of General Obligation (GO) bonds. The first series combines planned equipment replacements with public improvement projects that are supported by special assessments. The second series combines water, sewer, and storm water components from downtown street reconstruction projects. Each series is positioned to sell in the bond market by combining projects and purpose to create larger sized series.

Attached is a draft resolution for each series as prepared by Dorsey and Whitney, LLP., Bond Counsel to the City. Both resolutions establish Monday, October 7, 2019 as the date of sale. Also attached to each resolution is a "Terms of Proposal" prepared by BTMA that outlines the structure of each series and repayment sources. The following is a discussion on each proposed series.

\$5,680,000 GO Bonds, Series 2019B

This series will finance three public improvements projects that are each supported by special assessments. This series also combines equipment purchases from both the Equipment Acquisition Fund and the Town Course Fund. Debt service on this bond will be paid from pledged special assessments and the Town Course Fund. Tax levies that support the street reconstruction program and equipment purchases are also pledged. The amount of financing for each use is listed as follows.

Project	Project Cost	Issuance Costs	Other Sources	PAR Bonding
2018 Street Reconstruction	\$1,507,325	\$28,643	\$(105,968)	\$1,430,000
2019 Street Reconstruction	1,997,666	32,334	(0)	2,030,000
Bavaria Downs Public Improvements	848,479	17,953	(101,432)	765,000
Equipment Purchases:				
EQA Fund	1,296,000	19,000	(0)	1,315,000
Town Course Fund	137,000	3,000	(0)	140,000
Total	\$5,786,470	\$100,930	\$(207,400)	\$5,680,000

\$2,135,000 GO Utility Revenue Bonds, Series 2019C

This series will finance water, sewer, and storm water components for both the 2018 and 2019 downtown street reconstruction projects. The amount of financing for each project is listed as follows.

Project	Project Cost	Issuance Costs	Other Sources	PAR Bonding
2018 Street Reconstruction Trunk Utilities (Water, Sewer, and Storm Water)	\$1,003,406	\$26,594	\$(0)	\$1,030,000
2019 Street Reconstruction Trunk Utilities (Water, Sewer, and Storm Water)	1,075,666	29,334	(0)	1,105,000
Total	\$2,079,072	\$55,928	\$(0)	\$2,135,000

GO Pledge

Issuance of both series include a pledge of taxing authority to repay debt service on each series. Each series will thus be issued as General Obligation bonds. Proposed tax levies are consistent with the downtown street reconstruction project and planned equipment replacements.

Public Sale Date

Both series will be sold at a public sale on Monday, October 7, 2019. The winning bid for each series will be presented to Council for approval at a regular Council meeting on the date of sale.

Attached is a proposed set sale resolution for each series as prepared by Dorsey and Whitney, LLP. Included in each resolution is a "Terms of Proposal" as prepared by BTMA. Also attached from BTMA is a Pre-Sale Summary for Issuance of Bonds. This report includes detailed debt schedules for each series.

Recommendation

Staff recommends sale of both series of bonds. Each resolution should be adopted by a separate action.

CITY COUNCIL ACTION REQUESTED

Motion to adopt a resolution authorizing issuance and sale of \$5,680,000 General Obligation Bonds, Series 2019B.

Motion to adopt a resolution authorizing issuance and sale of \$2,135,000 General Obligation Utility Revenue Bonds, Series 2019C.

CERTIFICATION OF MINUTES RELATING TO
\$5,680,000 GENERAL OBLIGATION BONDS, SERIES 2019B

Issuer: City of Chaska, Minnesota

Governing Body: City Council

Kind, date, time and place of meeting: A regular meeting held on September 16, 2019, at 7:00 o'clock p.m. at the at the City offices.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (pages):

RESOLUTION NO. 2019-101

RESOLUTION AUTHORIZING ISSUANCE AND SALE OF \$5,680,000
GENERAL OBLIGATION BONDS, SERIES 2019B

TERMS OF PROPOSAL

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on _____, 2019.

City Administrator

RESOLUTION NO. 2019-101

**RESOLUTION AUTHORIZING ISSUANCE AND SALE OF \$5,680,000
GENERAL OBLIGATION BONDS, SERIES 2019B**

BE IT RESOLVED by the City Council (the “Council”) of the City of Chaska, Minnesota (the “City”), as follows:

SECTION 1. PURPOSE. It is hereby determined to be in the best interests of the City to issue its General Obligation Bonds, Series 2019B, in the principal amount of approximately \$5,680,000 (the “Bonds”), pursuant to Minnesota Statutes, Chapters 429 and 475, and Section 412.301, to finance (i) various street improvement projects; and (ii) the acquisition of capital equipment.

SECTION 2. TERMS OF PROPOSAL. Baker Tilly Municipal Advisors, LLC, municipal advisor to the City (the “Municipal Advisor”), has presented to this Council a form of Terms of Proposal for the Bonds which is attached hereto and hereby approved and shall be placed on file by the Clerk. Each and all of the provisions of the Terms of Proposal attached hereto are hereby adopted as the terms and conditions of the Bonds and of the sale thereof. The Municipal Advisor is hereby authorized, pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, paragraph (9), to solicit proposals for the Bonds on behalf of the City on a negotiated basis.

SECTION 3. SALE MEETING. This Council shall meet at the time and place shown in the Terms of Proposal for the purpose of considering sealed bids for the purchase of the Bonds and of taking such action thereon as may be in the best interests of the City.

Adopted this 16th day of September, 2019.

Mayor

Attest: _____
City Administrator

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

THE CITY HAS AUTHORIZED BAKER TILLY MUNICIPAL ADVISORS, LLC TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:

TERMS OF PROPOSAL

\$5,680,000*

CITY OF CHASKA, MINNESOTA

GENERAL OBLIGATION BONDS, SERIES 2019B

(BOOK ENTRY ONLY)

Proposals for the above-referenced obligations (the "Series 2019B Bonds") will be received by the City of Chaska, Minnesota (the "City") on Monday, October 7, 2019 (the "Sale Date") until 10:00 A.M., Central Time at the offices of Baker Tilly Municipal Advisors, LLC ("Baker Tilly MA"), 380 Jackson Street, Suite 300, Saint Paul, Minnesota, 55101, after which time proposals will be opened and tabulated. Consideration for award of the Series 2019B Bonds will be by the City Council at its meeting commencing at 7:00 P.M., Central Time, of the same day.

SUBMISSION OF PROPOSALS

Baker Tilly MA will assume no liability for the inability of a bidder to reach Baker Tilly MA prior to the time of sale specified above. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Series 2019B Bonds regardless of the manner in which the proposal is submitted.

(a) **Sealed Bidding.** Proposals may be submitted in a sealed envelope or by fax (651) 223-3046 to Baker Tilly MA. Signed proposals, without final price or coupons, may be submitted to Baker Tilly MA prior to the time of sale. The bidder shall be responsible for submitting to Baker Tilly MA the final proposal price and coupons, by telephone (651) 223-3000 or fax (651) 223-3046 for inclusion in the submitted proposal.

OR

(b) **Electronic Bidding.** Notice is hereby given that electronic proposals will be received via PARITY®. For purposes of the electronic bidding process, the time as maintained by PARITY® shall constitute the official time with respect to all proposals submitted to PARITY®. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY® for purposes of submitting its electronic proposal in a timely manner and in compliance with the requirements of the Terms of Proposal.* Neither the City, its agents, nor PARITY® shall have any duty or obligation to undertake registration to bid for any prospective bidder or to provide or ensure electronic access to any qualified prospective bidder, and neither the City, its agents, nor PARITY® shall be responsible for a bidder's failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY®. The City is using the services of PARITY® solely as a communication mechanism to conduct the electronic bidding for the Series 2019B Bonds, and PARITY® is not an agent of the City.

If any provisions of this Terms of Proposal conflict with information provided by PARITY®, this Terms of Proposal shall control. Further information about PARITY®, including any fee charged, may be obtained from:

PARITY®, 1359 Broadway, 2nd Floor, New York, New York 10018
Customer Support: (212) 849-5000

* *Preliminary; subject to change.*

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and wholly-owned subsidiary of Baker Tilly Virchow Krause, LLP, an accounting firm. Baker Tilly Virchow Krause, LLP trading as Baker Tilly is a member of the global network of Baker Tilly International Ltd., the members of which are authorized to provide services to legal entities. © 2019 Baker Tilly Virchow Krause, LLP.

DETAILS OF THE SERIES 2019B BONDS

The Series 2019B Bonds will be dated as of the date of delivery and will bear interest payable on February 1 and August 1 of each year, commencing August 1, 2020. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Series 2019B Bonds will mature February 1 in the years and amounts* as follows:

2021	\$385,000	2025	\$425,000	2029	\$450,000	2033	\$295,000	2037	\$45,000
2022	\$410,000	2026	\$435,000	2030	\$285,000	2034	\$310,000	2038	\$45,000
2023	\$415,000	2027	\$440,000	2031	\$285,000	2035	\$195,000	2039	\$50,000
2024	\$425,000	2028	\$445,000	2032	\$295,000	2036	\$ 45,000		

* *The City reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Series 2019B Bonds or the amount of any maturity or maturities in multiples of \$5,000. In the event the amount of any maturity is modified, the aggregate purchase price will be adjusted to result in the same gross spread per \$1,000 of Series 2019B Bonds as that of the original proposal. Gross spread for this purpose is the differential between the price paid to the City for the new issue and the prices at which the proposal indicates the securities will be initially offered to the investing public.*

Proposals for the Series 2019B Bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption at a price of par plus accrued interest to the date of redemption scheduled to conform to the maturity schedule set forth above. In order to designate term bonds, the proposal must specify “Years of Term Maturities” in the spaces provided on the proposal form.

BOOK ENTRY SYSTEM

The Series 2019B Bonds will be issued by means of a book entry system with no physical distribution of Series 2019B Bonds made to the public. The Series 2019B Bonds will be issued in fully registered form and one Series 2019B Bond, representing the aggregate principal amount of the Series 2019B Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company (“DTC”), New York, New York, which will act as securities depository for the Series 2019B Bonds. Individual purchases of the Series 2019B Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Series 2019B Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The lowest bidder (the “Purchaser”), as a condition of delivery of the Series 2019B Bonds, will be required to deposit the Series 2019B Bonds with DTC.

REGISTRAR

The City will name the registrar which shall be subject to applicable regulations of the Securities and Exchange Commission. The City will pay for the services of the registrar.

OPTIONAL REDEMPTION

The City may elect on February 1, 2028, and on any day thereafter, to redeem Series 2019B Bonds due on or after February 1, 2029. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Series 2019B Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be redeemed. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All redemptions shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Series 2019B Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition, the City will pledge special assessments against the benefited properties for repayment of a portion of the Series 2019B Bonds. The proceeds of the Series 2019B Bonds will be used to finance (i) various street improvement projects; and (ii) the acquisition of capital equipment.

BIDDING PARAMETERS

Proposals shall be for not less than \$5,640,240 plus accrued interest, if any, on the total principal amount of the Series 2019B Bonds. No proposal can be withdrawn or amended after the time set for receiving proposals on the Sale Date unless the meeting of the City scheduled for award of the Series 2019B Bonds is adjourned, recessed, or continued to another date without award of the Series 2019B Bonds having been made. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public for each maturity as stated on the proposal must be 98.0% or greater. Series 2019B Bonds of the same maturity shall bear a single rate from the date of the Series 2019B Bonds to the date of maturity. No conditional proposals will be accepted.

ESTABLISHMENT OF ISSUE PRICE

In order to establish the issue price of the Series 2019B Bonds for federal income tax purposes, the City requires bidders to agree to the following, and by submitting a proposal, each bidder agrees to the following.

If a proposal is submitted by a potential underwriter, the bidder confirms that (i) the underwriters have offered or reasonably expect to offer the Series 2019B Bonds to the public on or before the date of the award at the offering price (the “initial offering price”) for each maturity as set forth in the proposal and (ii) the bidder, if it is the winning bidder, shall require any agreement among underwriters, selling group agreement, third-party distribution agreement or other agreement relating to the initial sale of the Series 2019B Bonds to the public to which it is a party to include provisions requiring compliance by all parties to such agreements with the provisions contained herein. For purposes hereof, Series 2019B Bonds with a separate CUSIP number constitute a separate “maturity,” and “the public” does not include underwriters of the Series 2019B Bonds (including members of a selling group or retail distribution group) or persons related to underwriters of the Series 2019B Bonds.

If, however, a proposal is submitted for the bidder’s own account in a capacity other than as an underwriter of the Series 2019B Bonds, and the bidder has no current intention to sell, reoffer, or otherwise dispose of the Series 2019B Bonds, the bidder shall notify the District to that effect at the time it submits its proposal and shall provide a certificate to that effect in place of the certificate otherwise required below.

If the winning bidder intends to act as an underwriter, the City shall advise the winning bidder at or prior to the time of award whether (i) the competitive sale rule or (ii) the “hold-the-offering price” rule applies.

If the City advises the Purchaser that the requirements for a competitive sale have been satisfied and that the competitive sale rule applies, the Purchaser will be required to deliver to the City at or prior to closing a certification, substantially in the form attached hereto as Exhibit A, as to the reasonably expected initial offering price as of the award date.

If the City advises the Purchaser that the requirements for a competitive sale have not been satisfied, the hold-the-offering price rule will apply. The Purchaser shall (1) upon the request of the City confirm that the underwriters did not offer or sell any maturity of the Series 2019B Bonds to any person at a price higher than the initial offering price of that maturity during the period starting on the award date and ending on the earlier of (a) the close of the fifth business day after the sale date or (b) the date on which the underwriters have sold at least 10% of that maturity to the public at or below the initial offering price; and (2) at or prior to closing, deliver to the City a certification substantially in the form attached hereto as Exhibit B, together with a copy of the pricing wire.

Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by Baker Tilly MA.

Bidders should prepare their proposals on the assumption that the Series 2019B Bonds will be subject to the “hold-the-offering-price” rule. Any proposal submitted pursuant to the Terms of Proposal shall be considered a firm offer for the purchase of the Series 2019B Bonds, and proposals submitted will not be subject to cancellation or withdrawal.

GOOD FAITH DEPOSIT

To have its proposal considered for award, the Purchaser is required to submit a good faith deposit to the City in the amount of \$56,800 (the “Deposit”) no later than 1:00 P.M., Central Time on the Sale Date. The Deposit may be delivered as described herein in the form of either (i) a certified or cashier’s check payable to the City; or (ii) a wire transfer. The Purchaser shall be solely responsible for the timely delivery of its Deposit whether by check or wire transfer. Neither the City nor Baker Tilly MA have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the City may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

Certified or Cashier’s Check. A Deposit made by certified or cashier’s check will be considered timely delivered to the City if it is made payable to the City and delivered to Baker Tilly Municipal Advisors, LLC, 380 Jackson Street, Suite 300, Saint Paul, Minnesota 55101 by the time specified above.

Wire Transfer. A Deposit made by wire will be considered timely delivered to the City upon submission of a federal wire reference number by the specified time. Wire transfer instructions will be available from Baker Tilly MA following the receipt and tabulation of proposals. The successful bidder must send an e-mail including the following information: (i) the federal reference number and time released; (ii) the amount of the wire transfer; and (iii) the issue to which it applies.

Once an award has been made, the Deposit received from the Purchaser will be retained by the City and no interest will accrue to the Purchaser. The amount of the Deposit will be deducted at settlement from the purchase price. In the event the Purchaser fails to comply with the accepted proposal, said amount will be retained by the City.

AWARD

The Series 2019B Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis calculated on the proposal prior to any adjustment made by the City. The City’s computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Series 2019B Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the City determines to have failed to comply with the terms herein.

BOND INSURANCE AT PURCHASER’S OPTION

The City has **not** applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Series 2019B Bonds. If the Series 2019B Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must be set forth on the bidder’s proposal. The City specifically reserves the right to reject any proposal specifying municipal bond insurance, even though such proposal may result in the lowest TIC to the City. All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the City) shall be paid by the successful bidder. Failure of the municipal bond insurer to issue the policy after the award of the Series 2019B Bonds

shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Series 2019B Bonds.

CUSIP NUMBERS

If the Series 2019B Bonds qualify for the assignment of CUSIP numbers such numbers will be printed on the Series 2019B Bonds; however, neither the failure to print such numbers on any Series 2019B Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Series 2019B Bonds. Baker Tilly MA will apply for CUSIP numbers pursuant to Rule G-34 implemented by the Municipal Securities Rulemaking Board. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

SETTLEMENT

On or about November 6, 2019, the Series 2019B Bonds will be delivered without cost to the Purchaser through DTC in New York, New York. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of Dorsey & Whitney LLP of Minneapolis, Minnesota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Series 2019B Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Series 2019B Bonds has been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

In accordance with SEC Rule 15c2-12(b)(5), the City will undertake, pursuant to the resolution awarding sale of the Series 2019B Bonds, to provide annual reports and notices of certain events. A description of this undertaking is set forth in the Official Statement. The Purchaser's obligation to purchase the Series 2019B Bonds will be conditioned upon receiving evidence of this undertaking at or prior to delivery of the Series 2019B Bonds.

OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Series 2019B Bonds, and said Preliminary Official Statement has been deemed final by the City as of the date thereof within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, Baker Tilly Municipal Advisors, LLC, 380 Jackson Street, Suite 300, Saint Paul, Minnesota 55101, telephone (651) 223-3000.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts, and interest rates of the Series 2019B Bonds, together with any other information required by law. By awarding the Series 2019B Bonds to the Purchaser, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the Purchaser up to 25 copies of the Final Official Statement. The City designates the Purchaser as its agent for purposes of distributing copies of the Final Official Statement to each syndicate member, if applicable. The Purchaser agrees that if its proposal is accepted by the City, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with its syndicate members for purposes of assuring the receipt of the Final Official Statement by each such syndicate member.

Dated September 16, 2019

BY ORDER OF THE CITY COUNCIL

/s/ Matthew Podhradsky
City Administrator

EXHIBIT A

ISSUE PRICE CERTIFICATE – COMPETITIVE SALES WITH AT LEAST THREE BIDS FROM ESTABLISHED UNDERWRITERS

\$[PRINCIPAL AMOUNT]
[BOND CAPTION]

ISSUE PRICE CERTIFICATE

The undersigned, on behalf of [NAME OF UNDERWRITER] (“[SHORT NAME OF UNDERWRITER]”), hereby certifies as set forth below with respect to the sale of the obligations named above (the “Bonds”).

1. ***Reasonably Expected Initial Offering Price.***

(a) As of the Sale Date, the reasonably expected initial offering prices of the Bonds to the Public by [SHORT NAME OF UNDERWRITER] are the prices listed in Schedule A (the “Expected Offering Prices”). The Expected Offering Prices are the prices for the Maturities of the Bonds used by [SHORT NAME OF UNDERWRITER] in formulating its bid to purchase the Bonds. Attached as Schedule B is a true and correct copy of the bid provided by [SHORT NAME OF UNDERWRITER] to purchase the Bonds.

(b) [SHORT NAME OF UNDERWRITER] was not given the opportunity to review other bids prior to submitting its bid.

(c) The bid submitted by [SHORT NAME OF UNDERWRITER] constituted a firm offer to purchase the Bonds.

2. ***Defined Terms.*** For purposes of this Issue Price Certificate:

(a) *City* means [DESCRIBE ISSUER].

(b) *Maturity* means Bonds with the same credit and payment terms. Any Bonds with different maturity dates, or with the same maturity date but different stated interest rates, are treated as separate Maturities.

(c) *Member of the Distribution Group* means (i) any person that agrees pursuant to a written contract with the City (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the Public, and (ii) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (i) of this paragraph to participate in the initial sale of the Bonds to the Public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the Public).

(d) *Public* means any person (*i.e.*, an individual, trust, estate, partnership, association, company, or corporation) other than a Member of the Distribution Group or a related party to a Member of the Distribution Group. A person is a “related party” to a Member of the Distribution Group if the Member of the Distribution Group and that person are subject, directly or indirectly, to (i) at least 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a

corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other).

(e) *Sale Date* means the first day on which there is a binding contract in writing for the sale of the respective Maturity. The Sale Date of each Maturity was [DATE].

The representations set forth in this certificate are limited to factual matters only. Nothing in this certificate represents [SHORT NAME OF UNDERWRITER]'s interpretation of any laws, including specifically Sections 103 and 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations thereunder. The undersigned understands that the foregoing information will be relied upon by the City[and BORROWER (the "Borrower")] with respect to certain of the representations set forth in the [Tax Certificate][Tax Exemption Agreement] and with respect to compliance with the federal income tax rules affecting the Bonds, and by [BOND COUNSEL] in connection with rendering its opinion that the interest on the Bonds is excluded from gross income for federal income tax purposes, the preparation of the Internal Revenue Service Form 8038[-G][-GC][-TC], and other federal income tax advice that it may give to the City[and the Borrower] from time to time relating to the Bonds.

[UNDERWRITER]

By: _____

Name: _____

Dated: [ISSUE DATE]

SCHEDULE A
EXPECTED OFFERING PRICES
(Attached)

SCHEDULE B
COPY OF UNDERWRITER'S BID
(Attached)

EXHIBIT B

ISSUE PRICE CERTIFICATE – COMPETITIVE SALES WITH FEWER THAN THREE BIDS FROM ESTABLISHED UNDERWRITERS

\$[PRINCIPAL AMOUNT]
[BOND CAPTION]

ISSUE PRICE CERTIFICATE

The undersigned, on behalf of [NAME OF UNDERWRITER/REPRESENTATIVE] ([“[SHORT NAME OF UNDERWRITER]”][the “Representative”]), on behalf of itself and [NAMES OF OTHER UNDERWRITERS] (together, the “Underwriting Group”), hereby certifies as set forth below with respect to the sale of the obligations named above (the “Bonds”).

1. ***Initial Offering Price of the Bonds.*** [SHORT NAME OF UNDERWRITER][The Underwriting Group] offered the Bonds to the Public for purchase at the specified initial offering prices listed in Schedule A (the “Initial Offering Prices”) on or before the Sale Date. A copy of the pricing wire for the Bonds is attached to this certificate as Schedule B.

2. ***First Price at which Sold to the Public.*** On the Sale Date, at least 10% of each Maturity [listed in Schedule C] was first sold to the Public at the respective Initial Offering Price [or price specified [therein][in Schedule C], if different].

3. ***Hold the Offering Price Rule.*** [SHORT NAME OF UNDERWRITER][Each member of the Underwriting Group] has agreed in writing that, (i) for each Maturity less than 10% of which was first sold to the Public at a single price as of the Sale Date, it would neither offer nor sell any of the Bonds of such Maturity to any person at a price that is higher than the Initial Offering Price for such Maturity during the Holding Period for such Maturity (the “Hold-the-Offering-Price Rule”), and (ii) any agreement among underwriters, selling group agreement, or third-party distribution agreement contains the agreement of each underwriter, dealer, or broker-dealer who is a party to such agreement to comply with the Hold-the-Offering-Price Rule. Based on the [Representative][SHORT NAME OF UNDERWRITER]’s own knowledge and, in the case of sales by other Members of the Distribution Group, representations obtained from the other Members of the Distribution Group, no Member of the Distribution Group has offered or sold any such Maturity at a price that is higher than the respective Initial Offering Price during the respective Holding Period.

4. ***Defined Terms.*** For purposes of this Issue Price Certificate:

(a) ***Holding Period*** means the period starting on the Sale Date and ending on the earlier of (i) the close of the fifth business day after the Sale Date ([DATE]), or (ii) the date on which Members of the Distribution Group have sold at least 10% of such Maturity to the Public at one or more prices, none of which is higher than the Initial Offering Price for such Maturity.

(b) ***City*** means [DESCRIBE ISSUER].

(c) ***Maturity*** means Bonds with the same credit and payment terms. Any Bonds with different maturity dates, or with the same maturity date but different stated interest rates, are treated as separate Maturities.

(d) *Member of the Distribution Group* means (i) any person that agrees pursuant to a written contract with the City (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the Public, and (ii) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (i) of this paragraph to participate in the initial sale of the Bonds to the Public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the Public).

(e) *Public* means any person (*i.e.*, an individual, trust, estate, partnership, association, company, or corporation) other than a Member of the Distribution Group or a related party to a Member of the Distribution Group. A person is a “related party” to a Member of the Distribution Group if the Member of the Distribution Group and that person are subject, directly or indirectly, to (i) at least 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other).

(f) *Sale Date* means the first day on which there is a binding contract in writing for the sale of the respective Maturity. The Sale Date of each Maturity was [DATE].

The representations set forth in this certificate are limited to factual matters only. Nothing in this certificate represents [NAME OF UNDEWRITING FIRM][the Representative’s] interpretation of any laws, including specifically Sections 103 and 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations thereunder. The undersigned understands that the foregoing information will be relied upon by the City[and BORROWER (the “Borrower”)] with respect to certain of the representations set forth in the [Tax Certificate][Tax Exemption Agreement] and with respect to compliance with the federal income tax rules affecting the Bonds, and by [BOND COUNSEL] in connection with rendering its opinion that the interest on the Bonds is excluded from gross income for federal income tax purposes, the preparation of the Internal Revenue Service Form 8038[-G][-GC][-TC], and other federal income tax advice that it may give to the City[and the Borrower] from time to time relating to the Bonds.

[UNDERWRITER][REPRESENTATIVE]

By: _____

Name: _____

Dated: [ISSUE DATE]

SCHEDULE A
INITIAL OFFERING PRICES OF THE BONDS
(Attached)

SCHEDULE B
PRICING WIRE
(Attached)

SCHEDULE C

**SALES OF AT LEAST 10% OF MATURITY TO THE PUBLIC ON THE SALE DATE
AT THE INITIAL OFFERING PRICE**

(Attached)

CERTIFICATION OF MINUTES RELATING TO
\$2,135,000 GENERAL OBLIGATION UTILITY REVENUE BONDS, SERIES 2019C

Issuer: City of Chaska, Minnesota

Governing Body: City Council

Kind, date, time and place of meeting: A regular meeting held on September 16, 2019, at 7:00 o'clock p.m. at the at the City offices.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (pages):

RESOLUTION NO. 2019-102

RESOLUTION AUTHORIZING ISSUANCE AND SALE OF \$2,135,000
GENERAL OBLIGATION UTILITY REVENUE BONDS, SERIES 2019C

TERMS OF PROPOSAL

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on _____, 2019.

City Administrator

RESOLUTION NO. 2019-102

**RESOLUTION AUTHORIZING ISSUANCE AND SALE OF \$2,135,000
GENERAL OBLIGATION UTILITY REVENUE BONDS, SERIES 2019C**

BE IT RESOLVED by the City Council (the “Council”) of the City of Chaska, Minnesota (the “City”), as follows:

SECTION 1. PURPOSE. It is hereby determined to be in the best interests of the City to issue its General Obligation Utility Revenue Bonds, Series 2019C, in the principal amount of approximately \$2,135,000 (the “Bonds”), pursuant to Minnesota Statutes, Section 444.075 and Chapter 475, to finance various utility improvement projects within the City.

SECTION 2. TERMS OF PROPOSAL. Baker Tilly Municipal Advisors, LLC, municipal advisor to the City (the “Municipal Advisor”), has presented to this Council a form of Terms of Proposal for the Bonds which is attached hereto and hereby approved and shall be placed on file by the Clerk. Each and all of the provisions of the Terms of Proposal attached hereto are hereby adopted as the terms and conditions of the Bonds and of the sale thereof. The Municipal Advisor is hereby authorized, pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, paragraph (9), to solicit proposals for the Bonds on behalf of the City on a negotiated basis.

SECTION 3. SALE MEETING. This Council shall meet at the time and place shown in the Terms of Proposal for the purpose of considering sealed bids for the purchase of the Bonds and of taking such action thereon as may be in the best interests of the City.

Adopted this 16th day of September, 2019.

Mayor

Attest: _____
City Administrator

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

THE CITY HAS AUTHORIZED BAKER TILLY MUNICIPAL ADVISORS, LLC TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:

TERMS OF PROPOSAL

\$2,135,000*

CITY OF CHASKA, MINNESOTA

GENERAL OBLIGATION UTILITY REVENUE BONDS, SERIES 2019C

(BOOK ENTRY ONLY)

Proposals for the above-referenced obligations (the "Series 2019C Bonds") will be received by the City of Chaska, Minnesota (the "City") on Monday, October 7, 2019 (the "Sale Date") until 10:00 A.M., Central Time at the offices of Baker Tilly Municipal Advisors, LLC ("Baker Tilly MA"), 380 Jackson Street, Suite 300, Saint Paul, Minnesota, 55101, after which time proposals will be opened and tabulated. Consideration for award of the Series 2019C Bonds will be by the City Council at its meeting commencing at 7:00 P.M., Central Time, of the same day.

SUBMISSION OF PROPOSALS

Baker Tilly MA will assume no liability for the inability of a bidder to reach Baker Tilly MA prior to the time of sale specified above. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Series 2019C Bonds regardless of the manner in which the proposal is submitted.

(a) **Sealed Bidding.** Proposals may be submitted in a sealed envelope or by fax (651) 223-3046 to Baker Tilly MA. Signed proposals, without final price or coupons, may be submitted to Baker Tilly MA prior to the time of sale. The bidder shall be responsible for submitting to Baker Tilly MA the final proposal price and coupons, by telephone (651) 223-3000 or fax (651) 223-3046 for inclusion in the submitted proposal.

OR

(b) **Electronic Bidding.** Notice is hereby given that electronic proposals will be received via PARITY®. For purposes of the electronic bidding process, the time as maintained by PARITY® shall constitute the official time with respect to all proposals submitted to PARITY®. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY® for purposes of submitting its electronic proposal in a timely manner and in compliance with the requirements of the Terms of Proposal.* Neither the City, its agents, nor PARITY® shall have any duty or obligation to undertake registration to bid for any prospective bidder or to provide or ensure electronic access to any qualified prospective bidder, and neither the City, its agents, nor PARITY® shall be responsible for a bidder's failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY®. The City is using the services of PARITY® solely as a communication mechanism to conduct the electronic bidding for the Series 2019C Bonds, and PARITY® is not an agent of the City.

If any provisions of this Terms of Proposal conflict with information provided by PARITY®, this Terms of Proposal shall control. Further information about PARITY®, including any fee charged, may be obtained from:

PARITY®, 1359 Broadway, 2nd Floor, New York, New York 10018
Customer Support: (212) 849-5000

* Preliminary; subject to change.

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and wholly-owned subsidiary of Baker Tilly Virchow Krause, LLP, an accounting firm. Baker Tilly Virchow Krause, LLP trading as Baker Tilly is a member of the global network of Baker Tilly International Ltd., the members of which are authorized to provide services to legal entities. © 2019 Baker Tilly Virchow Krause, LLP.

DETAILS OF THE SERIES 2019C BONDS

The Series 2019C Bonds will be dated as of the date of delivery and will bear interest payable on February 1 and August 1 of each year, commencing August 1, 2020. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Series 2019C Bonds will mature February 1 in the years and amounts* as follows:

2021	\$130,000	2025	\$140,000	2029	\$150,000	2033	\$160,000
2022	\$140,000	2026	\$140,000	2030	\$150,000	2034	\$160,000
2023	\$140,000	2027	\$145,000	2031	\$150,000	2035	\$ 80,000
2024	\$140,000	2028	\$150,000	2032	\$160,000		

* *The City reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Series 2019C Bonds or the amount of any maturity or maturities in multiples of \$5,000. In the event the amount of any maturity is modified, the aggregate purchase price will be adjusted to result in the same gross spread per \$1,000 of Series 2019C Bonds as that of the original proposal. Gross spread for this purpose is the differential between the price paid to the City for the new issue and the prices at which the proposal indicates the securities will be initially offered to the investing public.*

Proposals for the Series 2019C Bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption at a price of par plus accrued interest to the date of redemption scheduled to conform to the maturity schedule set forth above. In order to designate term bonds, the proposal must specify “Years of Term Maturities” in the spaces provided on the proposal form.

BOOK ENTRY SYSTEM

The Series 2019C Bonds will be issued by means of a book entry system with no physical distribution of Series 2019C Bonds made to the public. The Series 2019C Bonds will be issued in fully registered form and one Series 2019C Bond, representing the aggregate principal amount of the Series 2019C Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company (“DTC”), New York, New York, which will act as securities depository for the Series 2019C Bonds. Individual purchases of the Series 2019C Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Series 2019C Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The lowest bidder (the “Purchaser”), as a condition of delivery of the Series 2019C Bonds, will be required to deposit the Series 2019C Bonds with DTC.

REGISTRAR

The City will name the registrar which shall be subject to applicable regulations of the Securities and Exchange Commission. The City will pay for the services of the registrar.

OPTIONAL REDEMPTION

The City may elect on February 1, 2028, and on any day thereafter, to redeem Series 2019C Bonds due on or after February 1, 2029. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Series 2019C Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be redeemed. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All redemptions shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Series 2019C Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition, the City will pledge net revenues of the City's water, sewer, and storm water funds for repayment of the Series 2019C Bonds. The proceeds of the Series 2019C Bonds will be used to finance various utility improvement projects within the City.

BIDDING PARAMETERS

Proposals shall be for not less than \$2,117,920 plus accrued interest, if any, on the total principal amount of the Series 2019C Bonds. No proposal can be withdrawn or amended after the time set for receiving proposals on the Sale Date unless the meeting of the City scheduled for award of the Series 2019C Bonds is adjourned, recessed, or continued to another date without award of the Series 2019C Bonds having been made. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public for each maturity as stated on the proposal must be 98.0% or greater. Series 2019C Bonds of the same maturity shall bear a single rate from the date of the Series 2019C Bonds to the date of maturity. No conditional proposals will be accepted.

ESTABLISHMENT OF ISSUE PRICE

In order to establish the issue price of the Series 2019C Bonds for federal income tax purposes, the City requires bidders to agree to the following, and by submitting a proposal, each bidder agrees to the following.

If a proposal is submitted by a potential underwriter, the bidder confirms that (i) the underwriters have offered or reasonably expect to offer the Series 2019C Bonds to the public on or before the date of the award at the offering price (the "initial offering price") for each maturity as set forth in the proposal and (ii) the bidder, if it is the winning bidder, shall require any agreement among underwriters, selling group agreement, third-party distribution agreement or other agreement relating to the initial sale of the Series 2019C Bonds to the public to which it is a party to include provisions requiring compliance by all parties to such agreements with the provisions contained herein. For purposes hereof, Series 2019C Bonds with a separate CUSIP number constitute a separate "maturity," and "the public" does not include underwriters of the Series 2019C Bonds (including members of a selling group or retail distribution group) or persons related to underwriters of the Series 2019C Bonds.

If, however, a proposal is submitted for the bidder's own account in a capacity other than as an underwriter of the Series 2019C Bonds, and the bidder has no current intention to sell, reoffer, or otherwise dispose of the Series 2019C Bonds, the bidder shall notify the District to that effect at the time it submits its proposal and shall provide a certificate to that effect in place of the certificate otherwise required below.

If the winning bidder intends to act as an underwriter, the City shall advise the winning bidder at or prior to the time of award whether (i) the competitive sale rule or (ii) the "hold-the-offering price" rule applies.

If the City advises the Purchaser that the requirements for a competitive sale have been satisfied and that the competitive sale rule applies, the Purchaser will be required to deliver to the City at or prior to closing a certification, substantially in the form attached hereto as Exhibit A, as to the reasonably expected initial offering price as of the award date.

If the City advises the Purchaser that the requirements for a competitive sale have not been satisfied, the hold-the-offering price rule will apply. The Purchaser shall (1) upon the request of the City confirm that the underwriters did not offer or sell any maturity of the Series 2019C Bonds to any person at a price higher than the initial offering price of that maturity during the period starting on the award date and ending on the earlier of (a) the close of the fifth business day after the sale date or (b) the date on which the underwriters have sold at least 10% of that maturity to the public at or below the initial offering price; and (2) at or prior to closing, deliver to the City a certification substantially in the form attached hereto as Exhibit B, together with a copy of the pricing wire.

Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by Baker Tilly MA.

Bidders should prepare their proposals on the assumption that the Series 2019C Bonds will be subject to the “hold-the-offering-price” rule. Any proposal submitted pursuant to the Terms of Proposal shall be considered a firm offer for the purchase of the Series 2019C Bonds, and proposals submitted will not be subject to cancellation or withdrawal.

GOOD FAITH DEPOSIT

To have its proposal considered for award, the Purchaser is required to submit a good faith deposit to the City in the amount of \$21,350 (the “Deposit”) no later than 1:00 P.M., Central Time on the Sale Date. The Deposit may be delivered as described herein in the form of either (i) a certified or cashier’s check payable to the City; or (ii) a wire transfer. The Purchaser shall be solely responsible for the timely delivery of its Deposit whether by check or wire transfer. Neither the City nor Baker Tilly MA have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the City may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

Certified or Cashier’s Check. A Deposit made by certified or cashier’s check will be considered timely delivered to the City if it is made payable to the City and delivered to Baker Tilly Municipal Advisors, LLC, 380 Jackson Street, Suite 300, Saint Paul, Minnesota 55101 by the time specified above.

Wire Transfer. A Deposit made by wire will be considered timely delivered to the City upon submission of a federal wire reference number by the specified time. Wire transfer instructions will be available from Baker Tilly MA following the receipt and tabulation of proposals. The successful bidder must send an e-mail including the following information: (i) the federal reference number and time released; (ii) the amount of the wire transfer; and (iii) the issue to which it applies.

Once an award has been made, the Deposit received from the Purchaser will be retained by the City and no interest will accrue to the Purchaser. The amount of the Deposit will be deducted at settlement from the purchase price. In the event the Purchaser fails to comply with the accepted proposal, said amount will be retained by the City.

AWARD

The Series 2019C Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis calculated on the proposal prior to any adjustment made by the City. The City’s computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Series 2019C Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the City determines to have failed to comply with the terms herein.

BOND INSURANCE AT PURCHASER’S OPTION

The City has **not** applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Series 2019C Bonds. If the Series 2019C Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must be set forth on the bidder’s proposal. The City specifically reserves the right to reject any proposal specifying municipal bond insurance, even though such proposal may result in the lowest TIC to the City. All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the City) shall be paid by the successful bidder. Failure of the municipal bond insurer to issue the policy after the award of the Series 2019C Bonds shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Series 2019C Bonds.

CUSIP NUMBERS

If the Series 2019C Bonds qualify for the assignment of CUSIP numbers such numbers will be printed on the Series 2019C Bonds; however, neither the failure to print such numbers on any Series 2019C Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Series 2019C Bonds. Baker Tilly MA will apply for CUSIP numbers pursuant to Rule G-34 implemented by the Municipal Securities Rulemaking Board. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

SETTLEMENT

On or about November 6, 2019, the Series 2019C Bonds will be delivered without cost to the Purchaser through DTC in New York, New York. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of Dorsey & Whitney LLP of Minneapolis, Minnesota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Series 2019C Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Series 2019C Bonds has been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

In accordance with SEC Rule 15c2-12(b)(5), the City will undertake, pursuant to the resolution awarding sale of the Series 2019C Bonds, to provide annual reports and notices of certain events. A description of this undertaking is set forth in the Official Statement. The Purchaser's obligation to purchase the Series 2019C Bonds will be conditioned upon receiving evidence of this undertaking at or prior to delivery of the Series 2019C Bonds.

OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Series 2019C Bonds, and said Preliminary Official Statement has been deemed final by the City as of the date thereof within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, Baker Tilly Municipal Advisors, LLC, 380 Jackson Street, Suite 300, Saint Paul, Minnesota 55101, telephone (651) 223-3000.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts, and interest rates of the Series 2019C Bonds, together with any other information required by law. By awarding the Series 2019C Bonds to the Purchaser, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the Purchaser up to 25 copies of the Final Official Statement. The City designates the Purchaser as its agent for purposes of distributing copies of the Final Official Statement to each syndicate member, if applicable. The Purchaser agrees that if its proposal is accepted by the City, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with its syndicate members for purposes of assuring the receipt of the Final Official Statement by each such syndicate member.

Dated September 16, 2019

BY ORDER OF THE CITY COUNCIL

/s/ Matthew Podhradsky
City Administrator

EXHIBIT A

ISSUE PRICE CERTIFICATE – COMPETITIVE SALES WITH AT LEAST THREE BIDS FROM ESTABLISHED UNDERWRITERS

\$[PRINCIPAL AMOUNT]
[BOND CAPTION]

ISSUE PRICE CERTIFICATE

The undersigned, on behalf of [NAME OF UNDERWRITER] (“[SHORT NAME OF UNDERWRITER]”), hereby certifies as set forth below with respect to the sale of the obligations named above (the “Bonds”).

1. ***Reasonably Expected Initial Offering Price.***

(a) As of the Sale Date, the reasonably expected initial offering prices of the Bonds to the Public by [SHORT NAME OF UNDERWRITER] are the prices listed in Schedule A (the “Expected Offering Prices”). The Expected Offering Prices are the prices for the Maturities of the Bonds used by [SHORT NAME OF UNDERWRITER] in formulating its bid to purchase the Bonds. Attached as Schedule B is a true and correct copy of the bid provided by [SHORT NAME OF UNDERWRITER] to purchase the Bonds.

(b) [SHORT NAME OF UNDERWRITER] was not given the opportunity to review other bids prior to submitting its bid.

(c) The bid submitted by [SHORT NAME OF UNDERWRITER] constituted a firm offer to purchase the Bonds.

2. ***Defined Terms.*** For purposes of this Issue Price Certificate:

(a) *City* means [DESCRIBE ISSUER].

(b) *Maturity* means Bonds with the same credit and payment terms. Any Bonds with different maturity dates, or with the same maturity date but different stated interest rates, are treated as separate Maturities.

(c) *Member of the Distribution Group* means (i) any person that agrees pursuant to a written contract with the City (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the Public, and (ii) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (i) of this paragraph to participate in the initial sale of the Bonds to the Public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the Public).

(d) *Public* means any person (*i.e.*, an individual, trust, estate, partnership, association, company, or corporation) other than a Member of the Distribution Group or a related party to a Member of the Distribution Group. A person is a “related party” to a Member of the Distribution Group if the Member of the Distribution Group and that person are subject, directly or indirectly, to (i) at least 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a

corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other).

(e) *Sale Date* means the first day on which there is a binding contract in writing for the sale of the respective Maturity. The Sale Date of each Maturity was [DATE].

The representations set forth in this certificate are limited to factual matters only. Nothing in this certificate represents [SHORT NAME OF UNDERWRITER]'s interpretation of any laws, including specifically Sections 103 and 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations thereunder. The undersigned understands that the foregoing information will be relied upon by the City[and BORROWER (the "Borrower")] with respect to certain of the representations set forth in the [Tax Certificate][Tax Exemption Agreement] and with respect to compliance with the federal income tax rules affecting the Bonds, and by [BOND COUNSEL] in connection with rendering its opinion that the interest on the Bonds is excluded from gross income for federal income tax purposes, the preparation of the Internal Revenue Service Form 8038[-G][-GC][-TC], and other federal income tax advice that it may give to the City[and the Borrower] from time to time relating to the Bonds.

[UNDERWRITER]

By: _____

Name: _____

Dated: [ISSUE DATE]

SCHEDULE A
EXPECTED OFFERING PRICES
(Attached)

SCHEDULE B
COPY OF UNDERWRITER'S BID
(Attached)

EXHIBIT B

ISSUE PRICE CERTIFICATE – COMPETITIVE SALES WITH FEWER THAN THREE BIDS FROM ESTABLISHED UNDERWRITERS

\$[PRINCIPAL AMOUNT]
[BOND CAPTION]

ISSUE PRICE CERTIFICATE

The undersigned, on behalf of [NAME OF UNDERWRITER/REPRESENTATIVE] ([“[SHORT NAME OF UNDERWRITER]”][the “Representative”]), on behalf of itself and [NAMES OF OTHER UNDERWRITERS] (together, the “Underwriting Group”), hereby certifies as set forth below with respect to the sale of the obligations named above (the “Bonds”).

1. ***Initial Offering Price of the Bonds.*** [SHORT NAME OF UNDERWRITER][The Underwriting Group] offered the Bonds to the Public for purchase at the specified initial offering prices listed in Schedule A (the “Initial Offering Prices”) on or before the Sale Date. A copy of the pricing wire for the Bonds is attached to this certificate as Schedule B.

2. ***First Price at which Sold to the Public.*** On the Sale Date, at least 10% of each Maturity [listed in Schedule C] was first sold to the Public at the respective Initial Offering Price [or price specified [therein][in Schedule C], if different].

3. ***Hold the Offering Price Rule.*** [SHORT NAME OF UNDERWRITER][Each member of the Underwriting Group] has agreed in writing that, (i) for each Maturity less than 10% of which was first sold to the Public at a single price as of the Sale Date, it would neither offer nor sell any of the Bonds of such Maturity to any person at a price that is higher than the Initial Offering Price for such Maturity during the Holding Period for such Maturity (the “Hold-the-Offering-Price Rule”), and (ii) any agreement among underwriters, selling group agreement, or third-party distribution agreement contains the agreement of each underwriter, dealer, or broker-dealer who is a party to such agreement to comply with the Hold-the-Offering-Price Rule. Based on the [Representative][SHORT NAME OF UNDERWRITER]’s own knowledge and, in the case of sales by other Members of the Distribution Group, representations obtained from the other Members of the Distribution Group, no Member of the Distribution Group has offered or sold any such Maturity at a price that is higher than the respective Initial Offering Price during the respective Holding Period.

4. ***Defined Terms.*** For purposes of this Issue Price Certificate:

(a) ***Holding Period*** means the period starting on the Sale Date and ending on the earlier of (i) the close of the fifth business day after the Sale Date ([DATE]), or (ii) the date on which Members of the Distribution Group have sold at least 10% of such Maturity to the Public at one or more prices, none of which is higher than the Initial Offering Price for such Maturity.

(b) ***City*** means [DESCRIBE ISSUER].

(c) ***Maturity*** means Bonds with the same credit and payment terms. Any Bonds with different maturity dates, or with the same maturity date but different stated interest rates, are treated as separate Maturities.

(d) *Member of the Distribution Group* means (i) any person that agrees pursuant to a written contract with the City (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the Public, and (ii) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (i) of this paragraph to participate in the initial sale of the Bonds to the Public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the Public).

(e) *Public* means any person (*i.e.*, an individual, trust, estate, partnership, association, company, or corporation) other than a Member of the Distribution Group or a related party to a Member of the Distribution Group. A person is a “related party” to a Member of the Distribution Group if the Member of the Distribution Group and that person are subject, directly or indirectly, to (i) at least 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other).

(f) *Sale Date* means the first day on which there is a binding contract in writing for the sale of the respective Maturity. The Sale Date of each Maturity was [DATE].

The representations set forth in this certificate are limited to factual matters only. Nothing in this certificate represents [NAME OF UNDEWRITING FIRM][the Representative’s] interpretation of any laws, including specifically Sections 103 and 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations thereunder. The undersigned understands that the foregoing information will be relied upon by the City[and BORROWER (the “Borrower”)] with respect to certain of the representations set forth in the [Tax Certificate][Tax Exemption Agreement] and with respect to compliance with the federal income tax rules affecting the Bonds, and by [BOND COUNSEL] in connection with rendering its opinion that the interest on the Bonds is excluded from gross income for federal income tax purposes, the preparation of the Internal Revenue Service Form 8038[-G][-GC][-TC], and other federal income tax advice that it may give to the City[and the Borrower] from time to time relating to the Bonds.

[UNDERWRITER][REPRESENTATIVE]

By: _____

Name: _____

Dated: [ISSUE DATE]

SCHEDULE A
INITIAL OFFERING PRICES OF THE BONDS
(Attached)

SCHEDULE B
PRICING WIRE
(Attached)

SCHEDULE C

**SALES OF AT LEAST 10% OF MATURITY TO THE PUBLIC ON THE SALE DATE
AT THE INITIAL OFFERING PRICE**

(Attached)

City of Chaska, Minnesota Pre-Sale Summary for Issuance of Bonds

\$5,680,000 General Obligation Bonds, Series 2019B

\$2,135,000 General Obligation Utility Revenue Bonds, Series 2019C

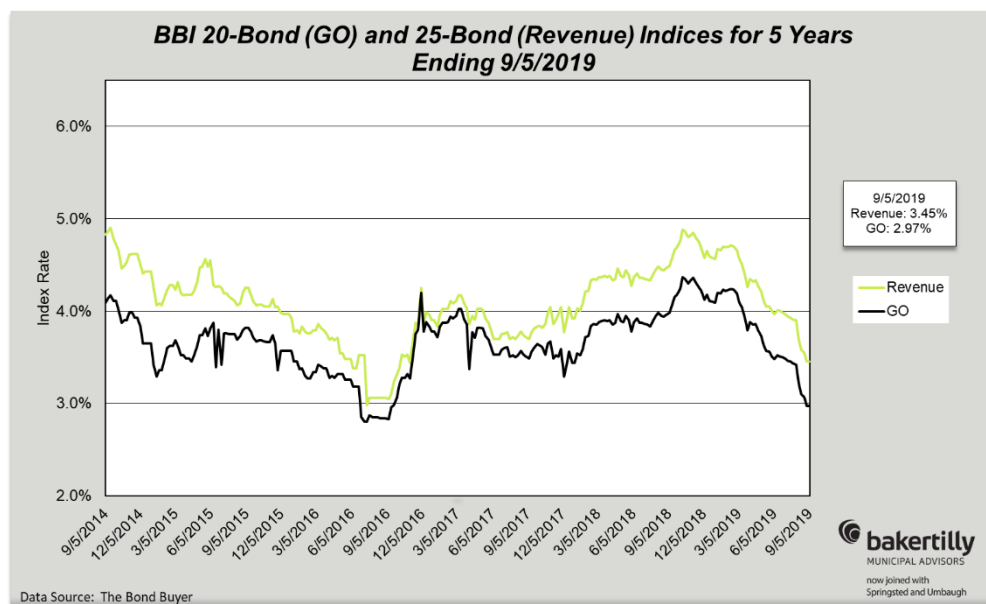
The Council has under consideration the issuance of bonds to finance (i) various street improvement projects within the City and the acquisition of capital equipment (the "Series 2019B Bonds") and (ii) various utility projects within the City (the "Series 2019C Bonds"). Together the Series 2019B Bonds and Series 2019C Bonds are referred to as the Bonds. This document provides information relative to the proposed issuance.

KEY EVENTS: The following summary schedule includes the timing of some of the key events that will occur relative to the bond issuance.

September 16, 2019	Council sets sale date and terms
Week of September 23, 2019	Rating conference is conducted
October 7, 2019, 10:00 a.m.	Competitive proposals are received
October 7, 2019, 7:00 p.m.	Council considers award of the Bonds
November 6, 2019	Proceeds are received

RATING: An application will be made to S&P Global Ratings (S&P) for a rating on the Bonds. The City's general obligation debt is currently rated "AA" by S&P.

THE MARKET: Performance of the tax-exempt market is often measured by the Bond Buyer's Index ("BBI") which measures the yield of high grade municipal bonds in the 20th year for general obligation bonds rated Aa2 by Moody's or AA by S&P (the BBI 20-Bond GO Index) and the 30th year for revenue bonds rated A1 by Moody's or A+ by S&P (the BBI 25-Bond Revenue Index). The following chart illustrates these two indices over the past five years.



**POST ISSUANCE
COMPLIANCE:**

The issuance of the Bonds will result in post-issuance compliance responsibilities. The responsibilities are in two primary areas: (i) compliance with federal arbitrage requirements and (ii) compliance with secondary disclosure requirements.

Federal arbitrage requirements include a wide range of implications that have been taken into account as this issue has been structured. Post-issuance compliance responsibilities for this tax-exempt issue include both rebate and yield restriction provisions of the IRS Code. In general terms the arbitrage requirements control the earnings on unexpended bond proceeds, including investment earnings, moneys held for debt service payments (which are considered to be proceeds under the IRS regulations), and/or reserves. Under certain circumstances any “excess earnings” will need to be paid to the IRS to maintain the tax-exempt status of the Bonds. Any interest earnings on gross bond proceeds or debt service funds should not be spent until it has been determined based on actual facts that they are not “excess earnings” as defined by the IRS Code.

The arbitrage rules provide for spend-down exceptions for proceeds that are spent within either a 6-month, 18-month or, for certain construction issues, a 24-month period each in accordance with certain spending criteria. Proceeds that qualify for an exception will be exempt from rebate. These exceptions are based on actual expenditures and not based on reasonable expectations, and expenditures, including any investment proceeds will have to meet the spending criteria to qualify for the exclusion.

Proceeds of the Series 2019B Bonds are being used for two discreet purposes; street improvements (the “Improvement Bond Portion”) and acquisition of equipment (the “Equipment Certificate Portion”). Each purpose will be treated independently under the arbitrage rules: The City expects to meet the following spending exceptions:

- Series 2019B Bonds
 - Improvement Bond Portion – 24-month spending exception
 - Equipment Certificate Portion – 18-month spending exception
- Series 2019C Bonds – 24-month spending exception

Regardless of whether the issue qualifies for an exemption from the rebate provisions, yield restriction provisions will apply to Bond proceeds (including interest earnings) unspent after three years and the debt service fund throughout the term of the Bonds. These moneys should be monitored until the Bonds are retired.

Secondary disclosure requirements result from an SEC requirement that underwriters provide ongoing disclosure information to investors. To meet this requirement, any prospective underwriter will require the City to commit to providing the information needed to comply under a continuing disclosure agreement.

Baker Tilly and the City have entered into an Agreement for Municipal Advisor Services under which Baker Tilly will provide continuing disclosure and arbitrage rebate services on the Bonds.

**SUPPLEMENTAL
INFORMATION AND
BOND RECORD:**

Supplementary information will be available to staff including detailed terms and conditions of sale, comprehensive structuring schedules and information to assist in meeting post-issuance compliance responsibilities.

Upon completion of the financings, a bond record will be provided that contains pertinent documents and final debt service calculations for the transaction.

\$5,680,000 General Obligation Bonds, Series 2019A

Description of Issue

PURPOSE: Proceeds of the Series 2019B Bonds will be used to finance the following:

Improvement Bond Portion

- 2018 street improvement projects
- 2019 street improvement projects
- Bavaria Downs project

Equipment Certificate Portion – acquisition of various capital equipment

AUTHORITY: Statutory Authority: The Series 2019B Bonds are being issued pursuant to Minnesota Statutes, Chapters 429 and 475 and Section 412.301.

Statutory Requirements: Pursuant to Minnesota Statutes 429, at least 20% of the City's share of project costs must be assessed to benefited properties. The projects being financed with the Improvement Bond Portion of the Series 2019B Bonds meet this requirement.

Pursuant to Minnesota Statutes, Section 412.301, the City may issue certificates of indebtedness without being subject to a petition requirement calling for a referendum if the total amount of the issue does not exceed $\frac{1}{4}$ of 1% of the estimated value of the taxable property in the City. Based on the City's 2019 estimated market value of \$3,007,913,300, this represents a maximum issue size of \$7,519,783. Therefore, the Equipment Certificate Portion of the Series 2019B Bonds in the amount of \$1,455,000 are within the limitation and not subject to taxpayer petition for a referendum.

SECURITY AND SOURCE OF PAYMENT: The Bonds will be a general obligation of the City for which the City pledges its full faith and credit and power to levy general ad valorem taxes and will be repaid with ad valorem tax levies.

Improvement Bond Portion

In addition to ad valorem tax levies, special assessments are expected to be used to pay a portion of the Improvement Bond Portion of the Series 2019B Bonds. The table below details the assessments by project and includes the principal amounts, repayment term, prepaid and paid off amounts, and interest rate. All assessments will be paid with approximately equal annual payments of principal and interest.

<u>Projects:</u>	<u>Total Principal</u>	<u>Filing Date</u>	<u>Interest Rate</u>	<u>Prepays /Payoffs</u>	<u>Repayment Term</u>
2018 Street Improvements	301,465	4/30/2018	5.50%	\$72,745	15 years
2019 Street Improvements	570,230	2/25/2019	5.50%	none	15 years
<u>Bavaria Downs</u>					
Bavaria Downs Water Main Ext	530,083	4/30/2018	4.75%	none	20 years
Bavaria Downs Turn Lanes	388,395	4/30/2018	4.75%	none	20 years



The City will make its first levy for the Improvement Bond Portion in 2019 for first collection in 2020. Each year's collection of assessments and taxes will be used to pay the August 1 interest payment due in the collection year and the February 1 principal and interest payment due in the following year.

Equipment Certificate Portion

The Equipment Certificate Portion will be paid from tax levies. The City will make its first levy for the Certificates in 2019 for collection in 2020. Each year's collection of taxes will be used to pay the August 1 interest payment due in the collection year and the February 1 principal and interest payment due in the following year.

STRUCTURING SUMMARY:

In consultation with the City, the Series 2019B Bonds have been structured as follows:

Improvement Bond Portion – has been structured to match the assessment income in repayment term to result in an approximately level annual levy by project. As certain projects have longer assessment repayment periods, the cumulative annual levy is approximately equal through payment year 2029 and then declines. The bonding amount has been reduced by \$205,000 by applying prepaid assessments and first year, 2019 assessment collection receipts.

Equipment Certificate Portion – structured with a repayment term of nine years to provide an approximately level annual levy requirement.

SCHEDULES ATTACHED:

Schedules attached for the Series 2019B Bonds include:

- sources and uses of funds
- net debt service for the Bonds as a whole and by purpose
- assessment income

RISKS/SPECIAL CONSIDERATIONS:

The outcome of this financing will rely on the market conditions at the time of the sale. Any projections included herein are estimates based on current market conditions.

Levy projections for the Improvement Bond Portion are based on the estimated assessment income. If actual assessment collections are different than projected, the resulting levy requirement could differ significantly from what is projected in these schedules.

SALE TERMS AND MARKETING:

Variability of Issue Size: A specific provision in the sale terms permits modifications to the issue size and/or maturity structure to customize the issue once the price and interest rates are set on the day of sale.

Prepayment Provisions: Bonds maturing on or after February 1, 2029 may be prepaid at a price of par plus accrued interest on or after February 1, 2028.

Bank Qualification: The City expects to issue more than \$10 million in tax-exempt obligations in 2019; therefore the Series 2019B Bonds are not designated as bank qualified.

\$2,135,000 General Obligation Utility Revenue Bonds, Series 2019C

Description of Issue

PURPOSE: Proceeds of the Series 2019C Bonds will be used to finance utility improvements related to the 2018 and 2019 Street Improvement projects.

AUTHORITY: Statutory Authority: The Series 2019C Bonds are being issued pursuant to Minnesota Statutes, Chapters 444 and 475.

Statutory Requirements: Pursuant to Minnesota Statutes, Chapter 444 and the resolution awarding the Bonds, the City will covenant to maintain wastewater and surface water rates in an amount sufficient to generate revenues to support the operation of the utility funds and to pay debt service. The City is required to annually review the budget of the utility funds to determine whether current rates and charges are sufficient and to adjust them as necessary.

The City currently has five outstanding bond issues for which the net revenues of the water, sewer and storm water funds are also pledged. The table below shows the calculation of net revenues available to pay debt service of the City's utility funds for the fiscal year ending December 31, 2019. The maximum annual calendar year debt service payment, including this issue is estimated to be \$1,939,358. The table below shows the net revenues of the utility funds:

2018 Net Revenues - Enterprise Funds	<u>Water</u>	<u>Sewer</u>	<u>Storm Water</u>	<u>Total</u>
Operating Revenues	\$2,861,416	\$3,789,275	\$1,581,812	\$8,232,503
Operating Expenses	<u>2,652,288</u>	<u>3,722,849</u>	<u>1,014,239</u>	<u>7,389,376</u>
Operating Income	209,128	66,426	567,573	843,127
Add: Back Depreciation	791,340	112,330	172,867	1,076,537
Investment Earnings	<u>46,652</u>	<u>20,084</u>	<u>5,864</u>	<u>72,600</u>
Net Revenues Available for Debt Service	\$1,047,120	\$198,840	\$746,304	\$1,992,264
Less Maximum Debt Service on All Utility Debt				\$1,606,674
Remaining Capacity for Annual Debt Service				\$385,590

SECURITY AND SOURCE OF PAYMENT: The Series 2019C Bonds are a general obligation of the City, secured by its full faith and credit and taxing power. In addition, the City will pledge net revenues of its water, sewer and storm utilities.

STRUCTURING SUMMARY: In consultation with the City, the Series 2019C Bonds have been structured by project with the 2018 street improvement projects structured over a repayment term of fourteen years and the 2019 street improvement projects structured over a repayment term of 15 years, each to result in approximately level annual payments of debt service.

**SCHEDULES
ATTACHED:**

Schedules attached for the Series 2019C Bonds include:

- sources and uses of funds
- debt service for the Series 2019C Bonds as a whole and by purpose
- aggregate utility debt service schedule

**RISKS/SPECIAL
CONSIDERATIONS:**

The outcome of this financing will rely on the market conditions at the time of the sale. Any projections included herein are estimates based on current market conditions.

**SALE TERMS AND
MARKETING:**

Variability of Issue Size: A specific provision in the sale terms permits modifications to the issue size and/or maturity structure to customize the issue once the price and interest rates are set on the day of sale.

Prepayment Provisions: Bonds maturing on or after February 1, 2029 may be prepaid at a price of par plus accrued interest on or after February 1, 2028.

Bank Qualification: The City expects to issue more than \$10 million in tax-exempt obligations in 2019; therefore the Series 2019C Bonds are not designated as bank qualified.

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\$5,680,000

City of Chaska, Minnesota
General Obligation Bonds, Series 2019B
Issue Summary

Total Issue Sources And Uses

Dated 11/06/2019 | Delivered 11/06/2019

	Improvement Bonds			Equipment Certificates	Issue Summary
	2018 Street Improvement Projects	2019 Street Improvement Projects	Bavaria Downs Project		
Sources Of Funds					
Par Amount of Bonds.....	\$1,430,000.00	\$2,030,000.00	\$765,000.00	\$1,455,000.00	\$5,680,000.00
First Year Assessment Collection.....	32,223.00	-	101,431.27	-	133,654.27
Prepaid/Payoff Assessments.....	72,745.00	-	-	-	72,745.00
Total Sources.....	\$1,534,968.00	\$2,030,000.00	\$866,431.27	\$1,455,000.00	\$5,886,399.27
Uses Of Funds					
Deposit to Project Construction Fund.....	1,507,325.00	1,997,665.42	848,478.32	1,433,000.00	5,786,468.74
Costs of Issuance.....	14,761.96	20,955.84	7,897.14	15,020.06	58,635.00
Total Underwriter's Discount (0.700%).....	10,010.00	14,210.00	5,355.00	10,185.00	39,760.00
Rounding Amount.....	2,871.04	(2,831.26)	4,700.81	(3,205.06)	1,535.53
Total Uses.....	\$1,534,968.00	\$2,030,000.00	\$866,431.27	\$1,455,000.00	\$5,886,399.27

\$5,680,000

City of Chaska, Minnesota
General Obligation Bonds, Series 2019B
Issue Summary

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Levy Required
02/01/2020	-	-	-	-	-	-	-
02/01/2021	385,000.00	1.150%	105,032.36	490,032.36	514,533.98	157,233.16	383,068.97
02/01/2022	410,000.00	1.200%	80,542.50	490,542.50	515,069.63	157,233.17	381,975.47
02/01/2023	415,000.00	1.210%	75,622.50	490,622.50	515,153.63	157,233.16	382,500.46
02/01/2024	425,000.00	1.220%	70,601.00	495,601.00	520,381.05	157,233.14	388,172.58
02/01/2025	425,000.00	1.240%	65,416.00	490,416.00	514,936.80	157,233.15	383,176.68
02/01/2026	435,000.00	1.250%	60,146.00	495,146.00	519,903.30	157,233.16	383,348.87
02/01/2027	440,000.00	1.300%	54,708.50	494,708.50	519,443.93	157,233.12	383,414.52
02/01/2028	445,000.00	1.430%	48,988.50	493,988.50	518,687.93	157,233.17	383,204.48
02/01/2029	450,000.00	1.550%	42,625.00	492,625.00	517,256.25	157,233.15	382,373.43
02/01/2030	285,000.00	1.700%	35,650.00	320,650.00	336,682.50	157,233.18	202,450.67
02/01/2031	285,000.00	1.800%	30,805.00	315,805.00	331,595.25	157,233.13	198,077.44
02/01/2032	295,000.00	1.900%	25,675.00	320,675.00	336,708.75	157,233.15	203,946.92
02/01/2033	295,000.00	1.950%	20,070.00	315,070.00	330,823.50	157,233.16	198,859.68
02/01/2034	310,000.00	2.000%	14,317.50	324,317.50	340,533.38	157,233.15	204,138.55
02/01/2035	195,000.00	2.050%	8,117.50	203,117.50	213,273.38	133,654.85	101,401.85
02/01/2036	45,000.00	2.150%	4,120.00	49,120.00	51,576.00	74,327.96	-
02/01/2037	45,000.00	2.200%	3,152.50	48,152.50	50,560.13	74,327.96	-
02/01/2038	45,000.00	2.250%	2,162.50	47,162.50	49,520.63	74,327.95	-
02/01/2039	50,000.00	2.300%	1,150.00	51,150.00	53,707.50	74,327.95	-
Total	\$5,680,000.00	-	\$748,902.36	\$6,428,902.36	\$6,750,347.48	\$2,632,230.82	\$4,560,110.52

Dated..... 11/06/2019
Delivery Date..... 11/06/2019
First Coupon Date..... 8/01/2020

Yield Statistics

Bond Year Dollars..... \$44,786.11
Average Life..... 7.885 Years
Average Coupon..... 1.6721755%

Net Interest Cost (NIC)..... 1.7609530%
True Interest Cost (TIC)..... 1.7576913%
Bond Yield for Arbitrage Purposes..... 1.6609258%
All Inclusive Cost (AIC)..... 1.9021746%

IRS Form 8038

Net Interest Cost..... 1.6721755%
Weighted Average Maturity..... 7.885 Years

2019B GO Improvement Bond | Issue Summary | 9/10/2019 | 9:34 PM



\$1,430,000

City of Chaska, Minnesota

General Obligation Bonds, Series 2019B

Improvement Bond Portion - 2018 Street Improvement Projects

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Levy Required
02/01/2020	-	-	-	-	-	-	-
02/01/2021	90,000.00	1.150%	26,702.47	116,702.47	122,537.59	23,578.31	98,959.28
02/01/2022	95,000.00	1.200%	20,567.00	115,567.00	121,345.35	23,578.32	97,767.03
02/01/2023	95,000.00	1.210%	19,427.00	114,427.00	120,148.35	23,578.32	96,570.03
02/01/2024	100,000.00	1.220%	18,277.50	118,277.50	124,191.38	23,578.31	100,613.07
02/01/2025	100,000.00	1.240%	17,057.50	117,057.50	122,910.38	23,578.30	99,332.08
02/01/2026	100,000.00	1.250%	15,817.50	115,817.50	121,608.38	23,578.31	98,030.07
02/01/2027	100,000.00	1.300%	14,567.50	114,567.50	120,295.88	23,578.30	96,717.58
02/01/2028	100,000.00	1.430%	13,267.50	113,267.50	118,930.88	23,578.32	95,352.56
02/01/2029	105,000.00	1.550%	11,837.50	116,837.50	122,679.38	23,578.31	99,101.07
02/01/2030	105,000.00	1.700%	10,210.00	115,210.00	120,970.50	23,578.31	97,392.19
02/01/2031	105,000.00	1.800%	8,425.00	113,425.00	119,096.25	23,578.31	95,517.94
02/01/2032	110,000.00	1.900%	6,535.00	116,535.00	122,361.75	23,578.31	98,783.44
02/01/2033	110,000.00	1.950%	4,445.00	114,445.00	120,167.25	23,578.31	96,588.94
02/01/2034	115,000.00	2.000%	2,300.00	117,300.00	123,165.00	23,578.31	99,586.69
Total	\$1,430,000.00	-	\$189,436.47	\$1,619,436.47	\$1,700,408.29	\$330,096.35	\$1,370,311.94

Dated..... 11/06/2019
Delivery Date..... 11/06/2019
First Coupon Date..... 8/01/2020

Yield Statistics

Bond Year Dollars..... \$11,412.64
Average Life..... 7.981 Years
Average Coupon..... 1.6598832%

Net Interest Cost (NIC)..... 1.7475929%
True Interest Cost (TIC)..... 1.7472385%
Bond Yield for Arbitrage Purposes..... 1.6609258%
All Inclusive Cost (AIC)..... 1.8897301%

IRS Form 8038

Net Interest Cost..... 1.6598832%
Weighted Average Maturity..... 7.981 Years

2019B GO Improvement Bond | 2018 Street Improvement P | 9/10/2019 | 9:34 PM



\$2,030,000

City of Chaska, Minnesota

General Obligation Bonds, Series 2019B

Improvement Bond Portion - 2019 Street Improvement Projects

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Levy Required
02/01/2020	-	-	-	-	-	-	-
02/01/2021	115,000.00	1.150%	38,929.47	153,929.47	161,625.94	59,326.89	102,299.05
02/01/2022	125,000.00	1.200%	30,171.00	155,171.00	162,929.55	59,326.89	103,602.66
02/01/2023	125,000.00	1.210%	28,671.00	153,671.00	161,354.55	59,326.90	102,027.65
02/01/2024	130,000.00	1.220%	27,158.50	157,158.50	165,016.43	59,326.89	105,689.54
02/01/2025	130,000.00	1.240%	25,572.50	155,572.50	163,351.13	59,326.90	104,024.23
02/01/2026	130,000.00	1.250%	23,960.50	153,960.50	161,658.53	59,326.90	102,331.63
02/01/2027	135,000.00	1.300%	22,335.50	157,335.50	165,202.28	59,326.88	105,875.40
02/01/2028	135,000.00	1.430%	20,580.50	155,580.50	163,359.53	59,326.90	104,032.63
02/01/2029	135,000.00	1.550%	18,650.00	153,650.00	161,332.50	59,326.89	102,005.61
02/01/2030	140,000.00	1.700%	16,557.50	156,557.50	164,385.38	59,326.90	105,058.48
02/01/2031	140,000.00	1.800%	14,177.50	154,177.50	161,886.38	59,326.88	102,559.50
02/01/2032	145,000.00	1.900%	11,657.50	156,657.50	164,490.38	59,326.90	105,163.48
02/01/2033	145,000.00	1.950%	8,902.50	153,902.50	161,597.63	59,326.89	102,270.74
02/01/2034	150,000.00	2.000%	6,075.00	156,075.00	163,878.75	59,326.89	104,551.86
02/01/2035	150,000.00	2.050%	3,075.00	153,075.00	160,728.75	59,326.90	101,401.85
Total	\$2,030,000.00	-	\$296,473.97	\$2,326,473.97	\$2,442,797.67	\$889,903.40	\$1,552,894.27

Dated..... 11/06/2019
Delivery Date..... 11/06/2019
First Coupon Date..... 8/01/2020

Yield Statistics

Bond Year Dollars..... \$17,324.31
Average Life..... 8.534 Years
Average Coupon..... 1.7113181%

Net Interest Cost (NIC)..... 1.7933416%
True Interest Cost (TIC)..... 1.7921003%
Bond Yield for Arbitrage Purposes..... 1.6609258%
All Inclusive Cost (AIC)..... 1.9263803%

IRS Form 8038

Net Interest Cost..... 1.7113181%
Weighted Average Maturity..... 8.534 Years

2019B GO Improvement Bond | 2019 Street Improvement P | 9/10/2019 | 9:34 PM



\$765,000

City of Chaska, Minnesota
General Obligation Bonds, Series 2019B
Improvement Bond Portion - Bavaria Downs Project

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Levy Required
02/01/2020	-	-	-	-	-	-	-
02/01/2021	30,000.00	1.150%	16,247.44	46,247.44	48,559.81	74,327.96	(25,768.15)
02/01/2022	35,000.00	1.200%	12,799.00	47,799.00	50,188.95	74,327.96	(24,139.01)
02/01/2023	35,000.00	1.210%	12,379.00	47,379.00	49,747.95	74,327.94	(24,579.99)
02/01/2024	35,000.00	1.220%	11,955.50	46,955.50	49,303.28	74,327.94	(25,024.67)
02/01/2025	35,000.00	1.240%	11,528.50	46,528.50	48,854.93	74,327.95	(25,473.03)
02/01/2026	40,000.00	1.250%	11,094.50	51,094.50	53,649.23	74,327.95	(20,678.73)
02/01/2027	40,000.00	1.300%	10,594.50	50,594.50	53,124.23	74,327.94	(21,203.72)
02/01/2028	40,000.00	1.430%	10,074.50	50,074.50	52,578.23	74,327.95	(21,749.73)
02/01/2029	40,000.00	1.550%	9,502.50	49,502.50	51,977.63	74,327.95	(22,350.33)
02/01/2030	40,000.00	1.700%	8,882.50	48,882.50	51,326.63	74,327.97	(23,001.35)
02/01/2031	40,000.00	1.800%	8,202.50	48,202.50	50,612.63	74,327.94	(23,715.32)
02/01/2032	40,000.00	1.900%	7,482.50	47,482.50	49,856.63	74,327.94	(24,471.32)
02/01/2033	40,000.00	1.950%	6,722.50	46,722.50	49,058.63	74,327.96	(25,269.34)
02/01/2034	45,000.00	2.000%	5,942.50	50,942.50	53,489.63	74,327.95	(20,838.33)
02/01/2035	45,000.00	2.050%	5,042.50	50,042.50	52,544.63	74,327.95	(21,783.33)
02/01/2036	45,000.00	2.150%	4,120.00	49,120.00	51,576.00	74,327.96	(22,751.96)
02/01/2037	45,000.00	2.200%	3,152.50	48,152.50	50,560.13	74,327.96	(23,767.84)
02/01/2038	45,000.00	2.250%	2,162.50	47,162.50	49,520.63	74,327.95	(24,807.33)
02/01/2039	50,000.00	2.300%	1,150.00	51,150.00	53,707.50	74,327.95	(20,620.45)
Total	\$765,000.00	-	\$159,035.44	\$924,035.44	\$970,237.21	\$1,412,231.07	(441,993.86)

Dated..... 11/06/2019
Delivery Date..... 11/06/2019
First Coupon Date..... 8/01/2020

Yield Statistics

Bond Year Dollars..... \$8,290.63
Average Life..... 10.837 Years
Average Coupon..... 1.9182563%

Net Interest Cost (NIC)..... 1.9828474%
True Interest Cost (TIC)..... 1.9769592%
Bond Yield for Arbitrage Purposes..... 1.6609258%
All Inclusive Cost (AIC)..... 2.0863825%

IRS Form 8038

Net Interest Cost..... 1.9182563%
Weighted Average Maturity..... 10.837 Years



\$1,455,000

City of Chaska, Minnesota
General Obligation Bonds, Series 2019B
Equipment Certificates

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% D/S
02/01/2020	-	-	-	-	-
02/01/2021	150,000.00	1.150%	23,152.98	173,152.98	181,810.63
02/01/2022	155,000.00	1.200%	17,005.50	172,005.50	180,605.78
02/01/2023	160,000.00	1.210%	15,145.50	175,145.50	183,902.78
02/01/2024	160,000.00	1.220%	13,209.50	173,209.50	181,869.98
02/01/2025	160,000.00	1.240%	11,257.50	171,257.50	179,820.38
02/01/2026	165,000.00	1.250%	9,273.50	174,273.50	182,987.18
02/01/2027	165,000.00	1.300%	7,211.00	172,211.00	180,821.55
02/01/2028	170,000.00	1.430%	5,066.00	175,066.00	183,819.30
02/01/2029	170,000.00	1.550%	2,635.00	172,635.00	181,266.75
Total	\$1,455,000.00	-	\$103,956.48	\$1,558,956.48	\$1,636,904.30

SIGNIFICANT DATES

Dated..... 11/06/2019
Delivery Date..... 11/06/2019
First Coupon Date..... 8/01/2020

Yield Statistics

Bond Year Dollars..... \$7,758.54
Average Life..... 5.332 Years
Average Coupon..... 1.3398972%

Net Interest Cost (NIC)..... 1.4711718%
True Interest Cost (TIC)..... 1.4759044%
Bond Yield for Arbitrage Purposes..... 1.6609258%
All Inclusive Cost (AIC)..... 1.6818444%

IRS Form 8038

Net Interest Cost..... 1.3398972%
Weighted Average Maturity..... 5.332 Years



\$1,717,428

City of Chaska, Minnesota
General Obligation Bonds, Series 2019B
Assessment Income - Issue Summary

Aggregate Debt Service

DATE	2018 Street Improvements	2019 Street Improvements	Bavaria Downs Water Main Ext	Bavaria Downs Turn Lanes	
12/31/2019	23,578.31	-	42,897.04	31,430.91	97,906.26
12/31/2020	23,578.31	59,326.89	42,897.04	31,430.91	157,233.15
12/31/2021	23,578.32	59,326.89	42,897.04	31,430.92	157,233.17
12/31/2022	23,578.32	59,326.90	42,897.04	31,430.92	157,233.18
12/31/2023	23,578.31	59,326.89	42,897.03	31,430.91	157,233.14
12/31/2024	23,578.30	59,326.90	42,897.03	31,430.91	157,233.14
12/31/2025	23,578.31	59,326.90	42,897.04	31,430.91	157,233.16
12/31/2026	23,578.30	59,326.88	42,897.04	31,430.91	157,233.13
12/31/2027	23,578.32	59,326.90	42,897.03	31,430.91	157,233.16
12/31/2028	23,578.31	59,326.89	42,897.04	31,430.91	157,233.15
12/31/2029	23,578.31	59,326.90	42,897.04	31,430.91	157,233.16
12/31/2030	23,578.31	59,326.88	42,897.05	31,430.92	157,233.16
12/31/2031	23,578.31	59,326.90	42,897.03	31,430.91	157,233.15
12/31/2032	23,578.31	59,326.89	42,897.04	31,430.90	157,233.14
12/31/2033	23,578.31	59,326.89	42,897.04	31,430.92	157,233.16
12/31/2034	-	59,326.90	42,897.04	31,430.91	133,654.85
12/31/2035	-	-	42,897.04	31,430.91	74,327.95
12/31/2036	-	-	42,897.05	31,430.91	74,327.96
12/31/2037	-	-	42,897.05	31,430.91	74,327.96
12/31/2038	-	-	42,897.05	31,430.90	74,327.95
Total	\$353,674.66	\$889,903.40	\$857,940.80	\$628,618.22	\$2,730,137.08

Par Amounts Of Selected Issues

2018 Street Improvements.....	228,720.00
2019 Street Improvements.....	570,230.00
Bavaria Downs Water Main Ext.....	530,083.24
Bavaria Downs Turn Lanes.....	388,395.08
TOTAL.....	1,717,428.32

Aggregate | 9/10/2019 | 9:44 PM



\$228,720

City of Chaska, Minnesota
General Obligation Bonds, Series 2019B
2018 Street Improvements

ASSESSMENT INCOME

Date	Principal	Coupon	Interest	Total P+I
12/31/2018	-	-	-	-
12/31/2019	2,612.31	5.500%	20,966.00	23,578.31
12/31/2020	11,142.39	5.500%	12,435.92	23,578.31
12/31/2021	11,755.22	5.500%	11,823.10	23,578.32
12/31/2022	12,401.76	5.500%	11,176.56	23,578.32
12/31/2023	13,083.85	5.500%	10,494.46	23,578.31
12/31/2024	13,803.46	5.500%	9,774.84	23,578.30
12/31/2025	14,562.65	5.500%	9,015.66	23,578.31
12/31/2026	15,363.60	5.500%	8,214.70	23,578.30
12/31/2027	16,208.60	5.500%	7,369.72	23,578.32
12/31/2028	17,100.07	5.500%	6,478.24	23,578.31
12/31/2029	18,040.57	5.500%	5,537.74	23,578.31
12/31/2030	19,032.81	5.500%	4,545.50	23,578.31
12/31/2031	20,079.61	5.500%	3,498.70	23,578.31
12/31/2032	21,183.99	5.500%	2,394.32	23,578.31
12/31/2033	22,349.11	5.500%	1,229.20	23,578.31
Total	\$228,720.00	-	\$124,954.66	\$353,674.66

SIGNIFICANT DATES

Filing Date..... 4/30/2018
First Payment Date..... 12/31/2019

\$570,230

City of Chaska, Minnesota
General Obligation Bonds, Series 2019B
2019 Street Improvements

ASSESSMENT INCOME

Date	Principal	Coupon	Interest	Total P+I
12/31/2019	-	-	-	-
12/31/2020	1,305.99	5.500%	58,020.90	59,326.89
12/31/2021	28,036.07	5.500%	31,290.82	59,326.89
12/31/2022	29,578.06	5.500%	29,748.84	59,326.90
12/31/2023	31,204.85	5.500%	28,122.04	59,326.89
12/31/2024	32,921.12	5.500%	26,405.78	59,326.90
12/31/2025	34,731.78	5.500%	24,595.12	59,326.90
12/31/2026	36,642.02	5.500%	22,684.86	59,326.88
12/31/2027	38,657.34	5.500%	20,669.56	59,326.90
12/31/2028	40,783.49	5.500%	18,543.40	59,326.89
12/31/2029	43,026.58	5.500%	16,300.32	59,326.90
12/31/2030	45,393.04	5.500%	13,933.84	59,326.88
12/31/2031	47,889.66	5.500%	11,437.24	59,326.90
12/31/2032	50,523.59	5.500%	8,803.30	59,326.89
12/31/2033	53,302.39	5.500%	6,024.50	59,326.89
12/31/2034	56,234.02	5.500%	3,092.88	59,326.90
Total	\$570,230.00	-	\$319,673.40	\$889,903.40

SIGNIFICANT DATES

Filing Date..... 2/25/2019
First Payment Date..... 12/31/2020



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Springsted and Umbaugh

\$530,083

City of Chaska, Minnesota
General Obligation Bonds, Series 2019B
Bavaria Downs Water Main Ext

ASSESSMENT INCOME

Date	Principal	Coupon	Interest	Total P+I
12/31/2018	-	-	-	-
12/31/2019	932.12	4.750%	41,964.92	42,897.04
12/31/2020	17,762.36	4.750%	25,134.68	42,897.04
12/31/2021	18,606.08	4.750%	24,290.96	42,897.04
12/31/2022	19,489.86	4.750%	23,407.18	42,897.04
12/31/2023	20,415.63	4.750%	22,481.40	42,897.03
12/31/2024	21,385.37	4.750%	21,511.66	42,897.03
12/31/2025	22,401.18	4.750%	20,495.86	42,897.04
12/31/2026	23,465.24	4.750%	19,431.80	42,897.04
12/31/2027	24,579.83	4.750%	18,317.20	42,897.03
12/31/2028	25,747.38	4.750%	17,149.66	42,897.04
12/31/2029	26,970.38	4.750%	15,926.66	42,897.04
12/31/2030	28,251.47	4.750%	14,645.58	42,897.05
12/31/2031	29,593.41	4.750%	13,303.62	42,897.03
12/31/2032	30,999.10	4.750%	11,897.94	42,897.04
12/31/2033	32,471.56	4.750%	10,425.48	42,897.04
12/31/2034	34,013.96	4.750%	8,883.08	42,897.04
12/31/2035	35,629.62	4.750%	7,267.42	42,897.04
12/31/2036	37,322.03	4.750%	5,575.02	42,897.05
12/31/2037	39,094.83	4.750%	3,802.22	42,897.05
12/31/2038	40,951.83	4.750%	1,945.22	42,897.05
Total	\$530,083.24	-	\$327,857.56	\$857,940.80

SIGNIFICANT DATES

Filing Date..... 4/30/2018
First Payment Date..... 12/31/2019



\$388,395

City of Chaska, Minnesota
General Obligation Bonds, Series 2019B
Bavaria Downs Turn Lanes

ASSESSMENT INCOME

Date	Principal	Coupon	Interest	Total P+I
12/31/2018	-	-	-	-
12/31/2019	682.97	4.750%	30,747.94	31,430.91
12/31/2020	13,014.59	4.750%	18,416.32	31,430.91
12/31/2021	13,632.78	4.750%	17,798.14	31,430.92
12/31/2022	14,280.34	4.750%	17,150.58	31,430.92
12/31/2023	14,958.65	4.750%	16,472.26	31,430.91
12/31/2024	15,669.19	4.750%	15,761.72	31,430.91
12/31/2025	16,413.47	4.750%	15,017.44	31,430.91
12/31/2026	17,193.11	4.750%	14,237.80	31,430.91
12/31/2027	18,009.79	4.750%	13,421.12	31,430.91
12/31/2028	18,865.25	4.750%	12,565.66	31,430.91
12/31/2029	19,761.35	4.750%	11,669.56	31,430.91
12/31/2030	20,700.02	4.750%	10,730.90	31,430.92
12/31/2031	21,683.27	4.750%	9,747.64	31,430.91
12/31/2032	22,713.22	4.750%	8,717.68	31,430.90
12/31/2033	23,792.10	4.750%	7,638.82	31,430.92
12/31/2034	24,922.23	4.750%	6,508.68	31,430.91
12/31/2035	26,106.03	4.750%	5,324.88	31,430.91
12/31/2036	27,346.07	4.750%	4,084.84	31,430.91
12/31/2037	28,645.01	4.750%	2,785.90	31,430.91
12/31/2038	30,005.64	4.750%	1,425.26	31,430.90
Total	\$388,395.08	-	\$240,223.14	\$628,618.22

SIGNIFICANT DATES

Filing Date..... 4/30/2018
First Payment Date..... 12/31/2019

\$2,135,000

City of Chaska, Minnesota
General Obligation Utility Revenue Bonds, Series 2019C
Issue Summary

Total Issue Sources And Uses

Dated 11/06/2019 | Delivered 11/06/2019

	2018 Street Improvement Projects	2019 Street Improvement Projects	Issue Summary
Sources Of Funds			
Par Amount of Bonds.....	\$1,030,000.00	\$1,105,000.00	\$2,135,000.00
Total Sources.....	\$1,030,000.00	\$1,105,000.00	\$2,135,000.00
Uses Of Funds			
Deposit to Project Construction Fund.....	1,003,406.00	1,075,666.00	2,079,072.00
Costs of Issuance.....	16,530.66	17,734.34	34,265.00
Total Underwriter's Discount (0.800%).....	8,240.00	8,840.00	17,080.00
Rounding Amount.....	1,823.34	2,759.66	4,583.00
Total Uses.....	\$1,030,000.00	\$1,105,000.00	\$2,135,000.00

2019C GO Utility Revenue | Issue Summary | 9/11/2019 | 10:32 AM



\$2,135,000

City of Chaska, Minnesota
General Obligation Utility Revenue Bonds, Series 2019C
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% D/S
02/01/2020	-	-	-	-	-
02/01/2021	130,000.00	1.150%	40,505.50	170,505.50	179,030.78
02/01/2022	140,000.00	1.160%	31,273.50	171,273.50	179,837.18
02/01/2023	140,000.00	1.170%	29,649.50	169,649.50	178,131.98
02/01/2024	140,000.00	1.180%	28,011.50	168,011.50	176,412.08
02/01/2025	140,000.00	1.200%	26,359.50	166,359.50	174,677.48
02/01/2026	140,000.00	1.280%	24,679.50	164,679.50	172,913.48
02/01/2027	145,000.00	1.350%	22,887.50	167,887.50	176,281.88
02/01/2028	150,000.00	1.430%	20,930.00	170,930.00	179,476.50
02/01/2029	150,000.00	1.550%	18,785.00	168,785.00	177,224.25
02/01/2030	150,000.00	1.650%	16,460.00	166,460.00	174,783.00
02/01/2031	150,000.00	1.750%	13,985.00	163,985.00	172,184.25
02/01/2032	160,000.00	1.900%	11,360.00	171,360.00	179,928.00
02/01/2033	160,000.00	2.000%	8,320.00	168,320.00	176,736.00
02/01/2034	160,000.00	2.100%	5,120.00	165,120.00	173,376.00
02/01/2035	80,000.00	2.200%	1,760.00	81,760.00	85,848.00
Total	\$2,135,000.00	-	\$300,086.50	\$2,435,086.50	\$2,556,840.83

SIGNIFICANT DATES

Dated.....	11/06/2019
Delivery Date.....	11/06/2019
First Coupon Date.....	8/01/2020

Yield Statistics

Bond Year Dollars.....	\$17,589.10
Average Life.....	8.238 Years
Average Coupon.....	1.7060938%
Net Interest Cost (NIC).....	1.8031994%
True Interest Cost (TIC).....	1.8024307%
Bond Yield for Arbitrage Purposes.....	1.6962068%
All Inclusive Cost (AIC).....	2.0159167%

IRS Form 8038

Net Interest Cost.....	1.7060938%
Weighted Average Maturity.....	8.238 Years

\$1,030,000

City of Chaska, Minnesota
General Obligation Improvement Bonds, Series 2019B
2018 Street Improvement Projects

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% D/S
02/01/2020	-	-	-	-	-
02/01/2021	65,000.00	1.150%	19,206.69	84,206.69	88,417.02
02/01/2022	70,000.00	1.160%	14,790.50	84,790.50	89,030.03
02/01/2023	70,000.00	1.170%	13,978.50	83,978.50	88,177.43
02/01/2024	70,000.00	1.180%	13,159.50	83,159.50	87,317.48
02/01/2025	70,000.00	1.200%	12,333.50	82,333.50	86,450.18
02/01/2026	70,000.00	1.280%	11,493.50	81,493.50	85,568.18
02/01/2027	75,000.00	1.350%	10,597.50	85,597.50	89,877.38
02/01/2028	75,000.00	1.430%	9,585.00	84,585.00	88,814.25
02/01/2029	75,000.00	1.550%	8,512.50	83,512.50	87,688.13
02/01/2030	75,000.00	1.650%	7,350.00	82,350.00	86,467.50
02/01/2031	75,000.00	1.750%	6,112.50	81,112.50	85,168.13
02/01/2032	80,000.00	1.900%	4,800.00	84,800.00	89,040.00
02/01/2033	80,000.00	2.000%	3,280.00	83,280.00	87,444.00
02/01/2034	80,000.00	2.100%	1,680.00	81,680.00	85,764.00
Total	\$1,030,000.00	-	\$136,879.69	\$1,166,879.69	\$1,225,223.67

SIGNIFICANT DATES

Dated..... 11/06/2019
Delivery Date..... 11/06/2019
First Coupon Date..... 8/01/2020

Yield Statistics

Bond Year Dollars..... \$8,203.19
Average Life..... 7.964 Years
Average Coupon..... 1.6686145%

Net Interest Cost (NIC)..... 1.7690631%
True Interest Cost (TIC)..... 1.7691915%
Bond Yield for Arbitrage Purposes..... 1.6962068%
All Inclusive Cost (AIC)..... 1.9890640%

IRS Form 8038

Net Interest Cost..... 1.6686145%
Weighted Average Maturity..... 7.964 Years

\$1,105,000

City of Chaska, Minnesota
General Obligation Improvement Bonds, Series 2019B
2019 Street Improvement Projects

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% D/S
02/01/2020	-	-	-	-	-
02/01/2021	65,000.00	1.150%	21,298.81	86,298.81	90,613.75
02/01/2022	70,000.00	1.160%	16,483.00	86,483.00	90,807.15
02/01/2023	70,000.00	1.170%	15,671.00	85,671.00	89,954.55
02/01/2024	70,000.00	1.180%	14,852.00	84,852.00	89,094.60
02/01/2025	70,000.00	1.200%	14,026.00	84,026.00	88,227.30
02/01/2026	70,000.00	1.280%	13,186.00	83,186.00	87,345.30
02/01/2027	70,000.00	1.350%	12,290.00	82,290.00	86,404.50
02/01/2028	75,000.00	1.430%	11,345.00	86,345.00	90,662.25
02/01/2029	75,000.00	1.550%	10,272.50	85,272.50	89,536.13
02/01/2030	75,000.00	1.650%	9,110.00	84,110.00	88,315.50
02/01/2031	75,000.00	1.750%	7,872.50	82,872.50	87,016.13
02/01/2032	80,000.00	1.900%	6,560.00	86,560.00	90,888.00
02/01/2033	80,000.00	2.000%	5,040.00	85,040.00	89,292.00
02/01/2034	80,000.00	2.100%	3,440.00	83,440.00	87,612.00
02/01/2035	80,000.00	2.200%	1,760.00	81,760.00	85,848.00
Total	\$1,105,000.00	-	\$163,206.81	\$1,268,206.81	\$1,331,617.15

SIGNIFICANT DATES

Dated.....	11/06/2019
Delivery Date.....	11/06/2019
First Coupon Date.....	8/01/2020

Yield Statistics

Bond Year Dollars.....	\$9,385.90
Average Life.....	8.494 Years
Average Coupon.....	1.7388504%
Net Interest Cost (NIC).....	1.8330342%
True Interest Cost (TIC).....	1.8316305%
Bond Yield for Arbitrage Purposes.....	1.6962068%
All Inclusive Cost (AIC).....	2.0395225%

IRS Form 8038

Net Interest Cost.....	1.7388504%
Weighted Average Maturity.....	8.494 Years

2019C GO Utility Revenue | 2019 Street Improvement P | 9/10/2019 | 9:17 AM



City of Chaska, Minnesota
Outstanding and Projected Utility Revenue Debt

Aggregate Debt Service -- Accrual Basis

Calendar Year	2009A Bonds	2011A Bonds	2012B Bonds	2015C Bonds	2017B Bonds	2019C Bonds*	TOTAL
2019	147,375.00	743,487.50	89,175.00	348,737.50	47,812.50		1,376,587.50
2020	148,475.00	750,587.50	87,675.00	349,387.50	51,687.50	24,121.25	1,411,933.75
2021	149,425.00	792,087.50	86,175.00	344,987.50	50,437.50	162,021.00	1,585,133.50
2022	154,875.00	806,887.50	84,675.00	340,587.50	49,187.50	170,461.50	1,606,674.00
2023	-	815,687.50	93,075.00	341,137.50	47,937.50	168,830.50	1,466,668.00
2024	-	828,737.50	81,475.00	345,362.50	51,562.50	167,185.50	1,474,323.00
2025	-	845,143.76	89,832.50	343,237.50	50,062.50	165,519.50	1,493,795.76
2026	-	854,668.76	88,005.00	340,962.50	53,437.50	163,783.50	1,500,857.26
2027	-	858,218.76	91,035.00	343,462.50	51,687.50	166,908.75	1,511,312.51
2028	-	869,243.76	-	339,437.50	49,937.50	169,857.50	1,428,476.26
2029	-	889,043.76	-	340,187.50	53,612.50	167,622.50	1,450,466.26
2030	-	896,312.50	-	341,937.50	52,362.50	165,222.50	1,455,835.00
2031	-	901,312.50	-	338,462.50	50,762.50	162,672.50	1,453,210.00
2032	-	910,000.00	-	344,687.50	54,287.50	169,840.00	1,478,815.00
2033	-	-	-	345,537.50	52,937.50	166,720.00	565,195.00
2034	-	-	-	340,965.64	51,587.50	163,440.00	555,993.14
2035	-	-	-	340,965.64	50,237.50	80,880.00	472,083.14
2036	-	-	-	340,443.75	53,812.50		394,256.25
2037	-	-	-	-	52,312.50		52,312.50
2038	-	-	-	-	50,781.25		50,781.25
-	\$600,150.00	\$11,761,418.80	\$2,458,767.50	\$6,170,487.53	\$12,904,594.14	\$2,435,086.50	\$33,895,417.97

* Estimate; subject to change

Outstanding Principal of GO Utility Revenue Bonds as of September 1, 2019

2009A GO Water Rev Ref Bonds	555,000.00
2011A GO Wtr Rev Ref Bonds.....	9,055,000.00
2012B GO Ref Bonds (06A)	645,000.00
2015C GO Utility Bonds	4,540,000.00
2017B GO Imp Bonds	715,000.00
2019C GO Imp Bonds *.....	2,135,000.00
TOTAL.....	17,645,000.00

Aggregate | 9/12/2019 | 10:06 AM



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Springsted and Umbaugh

REQUEST FOR ACTION CHASKA CITY COUNCIL 09/16/2019

Subject: Americans with Disabilities Act (ADA) Transition Plan for Public Right of Way

Prepared By: Matt Clark, City Engineer

The Americans with Disabilities Act (ADA), enacted on July 26, 1990 is a civil right law prohibiting discrimination against individuals based on disability. The law protects qualified individuals with disabilities from discrimination and specifically pertains to the programs, activities and services public entities provide.

As a public entity that employs more than 50 or more persons, the City of Chaska is required to comply with the section of the law as it specifically applies to public service agencies. To comply with this law while continuing our current practices, staff is working a Transition Plan for Public Right of way.

The Transition Plan for Public Right of Way will be a document that includes a detailed review of the City's existing pedestrian facilities within the city right of way and outlines a long-term transition plan for how to achieve full compliance with ADA regulations. Historically Chaska has reviewed these facilities on a project by project basis. Data collection will be performed by staff and our consultant team, Stantec. Findings will reveal what percent of the existing sidewalks, curb ramps, and traffic control signals meet today's accessibility standards and prioritize activities for the efficient removal of accessibility barriers. It is also important to note that Carver County and State of MN are responsible for plans in their respective right of way within the City of Chaska.

As part of the requirement for the Transition Plan for Public Right of Way, a public meeting will be held by staff in the coming months. This meeting will be for outreach, information, comments and answer questions on the plan and process.

Full compliance with ADA regulations will take several years to complete based on the number of infrastructure changes needed and associated cost. The law does not currently require a specific schedule or timeframe to be in full compliance; however, it does require the city has a plan in place prior to September 20th, 2020.

CITY COUNCIL ACTION REQUESTED

Motion to authorize the American with Disabilities Act (ADA) Transition Plan

REQUEST FOR ACTION CHASKA CITY COUNCIL 09/16/2019

Subject: Shepherd of the Hill Twin Homes – Preliminary Plat & Conditional Use Permit (CUP)

Applicant: Habitat for Humanity

Location: East of Highway 41, south of Engler Boulevard and west of Crest Drive

Case No.: 2019-17

Synopsis: Applicant seeks to obtain approval of 4 twin homes (8 total dwelling units) on approximately 2 acres of land on the Shepherd of the Hill Church property

Prepared By: Elizabeth Hanson

Staff Recommendation: Motion to adopt Resolution approving the request

ITEMS BROUGHT UP DURING CONCEPT PLAN & HOW APPLICANT HAS REACTED

The following items were brought up as items for the applicant work on for their preliminary submittal. The applicant has addressed these items in the following way:

- **Architecture:** the Planning Commission noted that the architecture, specifically for the rear of the homes, should show more articulation.
 - Response: the applicant has responded to this by providing bump-outs on the rear facades, which creates more variation in the massing. The northern dwelling units (2-stories above grade) will provide an 8-inch trim board around the mid-section of the home, which will help in breaking up the massing. All homes will have LP Smartside siding and 4-inch window trim on all windows. Windows will be provided on all four sides of the homes as well.
- **Traffic:** the Planning Commission requested that a traffic study be done since concerns were raised on added traffic to the area with the proposed development.
 - Response: the applicant has conducted a traffic study for this submittal. In sum, the report concludes that the proposed development will generate an estimated 7 trips per day per unit, resulting in a total of 56 trips per day for the entire development. This is a 5.6% volume increase along Crest Drive. No change is expected to the level of service for Crest Drive with this proposed development, meaning the development will not have any negative impacts on the surrounding area for traffic.
- **Drainage:** the neighboring properties to the south of the proposed development expressed concerns with drainage onto their property.
 - Response: the applicant has provided a drainage analysis for the proposed development. Under the proposed grading plan, the area that is currently draining to the southern property edge in to the neighboring backyards is being reduced from 1.8 acres to approximately 0.5 acres with only 0.073 acres of impervious surface being added. Most of the overland drainage is proposed to

be redirected towards Crest Drive and will flow from the neighborhood along Crest Drive until reaching the storm sewer located at the corner of Scenic View and Crest Drive. Additional options to better manage the backyard drainage would be to evaluate the grading options for a berm along the south edge of the property or an extension of the existing storm sewer that would collect overland drainage.

- **Headlight Glare:** the Planning Commission commented on the proposed street entrance lining up to the property at 1561 Crest Drive, and the potential headlight glare concerns that arise from that.
 - Response: the applicant has engaged in conversation with the new owner at 1561 Crest Drive. The applicant advised that some solutions to mitigating the headlight glare would be to provide room-darkening shades, landscape screening, or moving the street entrance 5 feet to the north. The property owner was not amenable to either of those options expressed. The applicant will continue to engage with the property owner to come to some agreement.

BACKGROUND

Habitat for Humanity is a national non-profit organization that works in local communities with a mission to provide everyone a decent place to live. Habitat works toward their vision by building strength, stability and self-reliance in partnership with families in need of decent and affordable housing. Habitat homeowners help build their own homes alongside volunteers and pay an affordable mortgage. This organization has built homes in Chaska before, specifically in the Clover Ridge development.

PROJECT GOALS

The developer has identified the following goals below in creating this new neighborhood:

- Provide high-quality housing that is affordable for a wide range of families who currently live or work in Chaska or adjacent communities
- Maximize the use of the available property allowed within the zoning district without the need for variances or rezoning
- Provide a type of life-cycle housing that meets the needs of limited mobility residents and visitors
- Have the project fit in seamlessly into the existing fabric of the neighborhood, influenced by the characters of the site and previously stated goals.

Land Use & Comprehensive Plan

The land is currently zoned Low Density Residential (R1); duplexes are allowed by Conditional Use Permit (CUP). The proposal tonight is consistent with the zoning and Comprehensive Plan's guidance. A conditional use permit (CUP) will be required to be obtained for the duplex/twin home use. We are not planning a rezoning as a part of this request as it is the applicant's intention/goal to meet the minimum requirements for twin homes within this zoning district.

CURRENT PROPOSAL

A preliminary plat and conditional use permit (CUP) are being requested for the 4 twin home proposal on approximately 2-acres of land that will be sold off by Shepherd of the Hill Church. This new addition will provide 4 twin homes, totaling 8 dwelling units that will be owner-occupied, being accessed off a cul de sac coming from Crest Drive

Adjacent properties

The site is bound on the north by Engler Boulevard and Shepherd of the Hill Church, to the west by Shepherd of the Hill Church and Highway 41, the south by single-family residential, and the east by Crest Drive and single-family residential.

Existing Conditions

The approximately 2-acre site is currently excess open land on the Church property. The property slopes from a highpoint on the northeast side to a low point on the southeast side toward the single-family residential. There are no trees within the area being developed.

Layout

The development will be accessed via a public street from Crest Drive to the east and terminate into a cul de sac. All 8 dwelling units will be accessed from this cul de sac. Each unit will have access to a shared driveway.

The lot sizes appear to meet minimum requirements for duplexes. The lots are averaging at 0.4 acres in size (0.2 acres per dwelling unit) with 125 feet in width and 109 feet in depth.

Park space is not proposed for this development, nor does the Comprehensive Plan call out an area for parkland in this vicinity. Parkland dedication fees will be required for this development.

Transportation/ROW

The Preliminary Plan proposes to provide for a public street that will be accessed off Crest Drive. This street will terminate into a cul de sac to access the 8 dwelling units.

The current plan appears to show road right-of-way widths that are consistent with the designs in the existing adjacent developments.

It should be noted that the project area will only encompass the southeast corner of Shepherd of the Hill's property. Carver County has expressed a future plan of potentially eliminating the Church's north access onto Engler Boulevard due to future improvements planned. An easterly access from Crest Drive into the Church's parking lot can still be achieved if necessary. This access opportunity should be maintained moving forward in the event that the County requires removal of the Engler Boulevard access.

Utilities

Sewer and water utilities are available. Minor extensions will need to be provided to service the proposed neighborhood.

Stormwater

The existing drainage for the area that is being development for the site generally flows south, offsite through backyards of the adjacent neighborhood until it reaches Scenic View Drive and continues east along the street. Only a small portion is currently directed towards Crest Drive.

Under the proposed grading plan, the area that currently is draining to the southern property edge into the neighborhood backyards is being reduced from 1.8 acres to approximately 0.5 acres with only 0.073 acres of impervious surfacing being added which accounts for mostly the planned housing roof drainage. Most of the overland drainage is proposed to be redirected towards Crest Avenue and will flow from the neighborhood along Crest Drive until reaching the existing storm sewer located at the corner of Scenic View and Crest Drive.

In terms of stormwater requirements, the total amount of new impervious surface for the development falls below the City and Watershed's standards that would require ponding or on-site storage before being discharged. Given the amount of proposed new impervious surfacing, the City's standards for the rate in which water is being released from the site to the existing storm sewer system would apply so not as to impact the existing storm sewer system downstream. The storm sewer that exists today is currently located at the intersection of Crest Drive and Scenic View. Since the development does not require on site ponding the extension of storm sewer to serve the proposed development would not be required. Additional options to better manage the backyard drainage to the existing homes to the south would be to evaluate the grading options for a berm along the south edge of the development or an extension of the existing storm sewer that would collect overland drainage. Stormwater ponding will have to meet all Carver County WMO and City standards.

Setbacks

The setbacks will be consistent with the R1 standards. Namely, the front yard setback shall be no less than 30 feet. The rear yard setback shall be 30 feet. The side yard setback shall be 10 feet for the house, 7 feet for the garage. Corner lots shall have a side yard setback of 15 feet.

Architecture

Habitat for Humanity will be the builder for these twin homes. The proposed housing type is front-loaded garage, two-level and single-level twin homes. The houses on the north side of the cul de sac will be slab on grade, with two-story front facades (~ 2,100 finished square footage per dwelling unit, not including garage). The houses on the south side of the cul de sac are look-out ranches with one-story front facades (~ 2,000 finished square footage per unit, not including garage). The at-grade floor plans are the same as the non-at-grade floor plans. Both types of housing provide a visitable first floor (zero-step entry, bath on at-grade-floor, 2'8" wide doorways), while dealing with the slope of the site from northwest to southeast.

The homes will be constructed of LP Smartside, utilize Andersen windows, and provide energy star appliances within. These units are estimated to be valued at \$275,000.

The homes across the street are traditional detached single-family homes. Having the twin homes accessed off their own cul de sac will provide a natural separation from the traditional detached single-family homes. This layout, or intermixing of units, is not unlike what is present in southeast Chaska off of Ravoux Road and Ravoux Circle. Because of this, staff does not see a significant concern with the product in this context.

Landscaping

Trees will be required in the boulevard in order to meet the City's Boulevard Tree Policy, which the applicant is showing in their landscape plan. One item of note is that the boulevard trees have to be at least 2.5 inch caliper or more. The landscape plan only shows 1.5 inch caliper trees. Additional trees will be added to the rear yards of each dwelling unit, as well as shrubs along the front edges of the units.

Development Costs (Infrastructure Improvements)

Some development area fees are the following:

- Storm Sewer
- Parks
- Trails

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

Neighborhood Meeting February 26, 2019

The applicant conducted a neighborhood meeting for their concept plan on February 26, 2019. In sum, there was one concern raised on drainage, but overall the developer indicated that the concept plan was well received.

CONDITIONAL USE PERMIT

The applicant is requesting a Conditional Use Permit (CUP) in order to operate a duplex use in the Low Density Residential (R1) zoning district.

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

- a) The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, comfort or general welfare;
- b) The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood;
- c) The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
- d) Adequate utilities, access roads, drainage, and necessary facilities have been or will be provided;
- e) Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets;
- f) The special use shall, in all other respects, conform to the applicable regulations of the district in which it is located.

The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, comfort or general welfare. The property is currently zoned R1 and could readily accommodate 5-6 detached single-family units based on the size of the site, however the applicant is proposing 8 twin-home (duplex) units. The zoning allows for duplexes with a Conditional Use Permit. The adjacent neighborhood consists of single-family units. There is nothing inherent to the establishment, maintenance or operation of a two-family

dwelling that differs meaningfully from that of a single-family dwelling. The special use allows for a slight increase in density of 2 units. The increase in density/number of units impacts the adjacent neighborhood by a subtle increase in traffic on Crest Drive, as is estimated in the Traffic Analysis. The operation of 2 additional residences in a residential neighborhood does not endanger the public health, safety, comfort or general welfare of the community beyond what would be allowed outright for single family dwellings.

The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood. The special use of two-family detached housing resulting in 2 additional units being allowed will not cause any of the above negative impacts, except for the headlight glare issue at 1561 Crest Dr, which has been addressed above. Despite the allowance for additional density, the development will actually decrease run-off from the subject property onto properties to south, which should reduce the existing injury that these properties feel and increase the enjoyment of those properties during wet weather. The special use of two-family dwellings and associated 2 unit increase in density will not diminish or impair property values in the neighborhood.

The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. The special use will have no impact on the development of surrounding property. The subject property is completely surrounded by developed property. The development will be located off its own cul de sac, which will provide a natural break between the detached single-family residences and the twin-homes.

Adequate utilities, access roads, drainage, and necessary facilities have been or will be provided, and adequate measures have and will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets. Adequate infrastructure exists at the site already. Crest Drive is a local street that can easily accommodate the 5.6% volume increase represented by the increased number of units allowed by the special use. Drainage has been addressed above and will be improved for the site. Water and sewer access are available and adequate to accommodate the additional load presented by the additional units.

Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion on public streets. Ingress and egress to the site will be provided by a publicly-dedicated street. The street has been designed to meet the requirements of the City of Chaska and will provide adequate access onto Crest Drive without creating traffic congestion. The increase in traffic from all the units will increase traffic on Crest Drive approximately 5.6%, while the increase in units allowed by the special use will account for an increase of less than 1% volume increase compared to 5-6 detached single-family units going in. The level of service on Crest Drive will not be changed nor be negatively impacted by the proposed development.

The special use shall, in all other respects, conform to the applicable regulations of the district in which it is located. The proposed development complies with all other applicable regulations of the R1 zoning district and other engineering and architectural guidelines. The lots will meet the minimum requirements for a duplex use.

It appears that the applicant is meeting the intention of the zoning district that they are in, as well as the standards set forth for a Conditional Use Permit.

PLANNING COMMISSION ACTION TAKEN 9/11/2019:

Motion to recommend to City Council approval of the Shepherd of the Hill Twin Home Preliminary Plat and Conditional Use Permit (CUP), subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Headlight Glare Analysis (pgs 1-4), prepared by Chad Dipman
 - b. Narrative (pgs 1-4), prepared by Chad Dipman
 - c. Project Location & Sheet Index (G-01), prepared by BARR Engineering Co., dated August 5, 2019
 - d. Existing Conditions and Survey (C-01), prepared by BARR Engineering Co., dated August 5, 2019
 - e. Site Plan (C-03), prepared by BARR Engineering Co., dated August 5, 2019
 - f. Grading Plan (C-04), prepared by BARR Engineering Co., dated August 5, 2019
 - g. Utility Plan (C-05), prepared by BARR Engineering Co., dated August 5, 2019
 - h. Utility Sections (C-06), prepared by BARR Engineering Co., dated August 26, 2019
 - i. Utility Details (C-07), prepared by BARR Engineering Co., dated August 26, 2019
 - j. Landscape Plan (L-01), prepared by BARR Engineering Co., dated August 22, 2019
 - k. Existing Conditions Watersheds (H-01), prepared by BARR Engineering Co., dated August 22, 2019
 - l. Proposed Conditions Watersheds (H-02), prepared by BARR Engineering Co., dated August 22, 2019
 - m. Preliminary Plat, prepared by Sambatek, undated
 - n. North Units Elevation Drawings
 - o. Two-Story House Rendering & Floor Plan, prepared by Habitat for Humanity
 - p. South Units Elevation Drawings
 - q. One-Story House Rendering & Floor Plan, prepared by Habitat for Humanity
 - r. Traffic Analysis for Shepherd of the Hill Development, prepared by BARR Engineering Co., dated August 23, 2019
2. Adherence with the City Engineers Memo dated August 30, 2019.
3. Provision of a 60 feet Right of Way width for all local streets.
4. Adherence to the City's Boulevard Tree Policy and local street section design.
5. Provision that boulevard trees are at least 2.5 inch caliper or more and to be shown on the landscape plan at final submittal.
6. Provision that an easterly parking lot access is available on Crest Drive for the Church site.
7. Adherence to the following building setbacks:
 - a. Front: 30 feet
 - b. Rear: 30 feet
 - c. Side: 10 feet house/ 7 feet garage
 - d. Side (corner): 15 feet
8. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.
9. Provision of a storm water management plan meeting City and Carver County WMO standards.
10. Provision to further evaluate the grading options for a berm along the south edge of the development or an extension of the existing storm sewer that would collect overland drainage directed towards the south abutting properties to be addressed by final submittal.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Resolution No. 2019-99 approving the Preliminary Plat and Conditional Use Permit (CUP) for Shepherd of the Hill Twinhomes (PC #2019-17).

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE SEPTEMBER 16, 2019 **RESOLUTION NO.** 2019-99

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

**Resolution approving the Preliminary Plat and Conditional Use Permit (CUP) for
Shepherd of the Hill Twinhome Development/Habitat for Humanity/P.C. No. 2019-17**

WHEREAS, the 4 twin home proposal on approximately 2-acres is proposed on land that will be sold off by Shepherd of the Hill Church; and

WHEREAS, the area is located on the southeast portion of the Church's site; and

WHEREAS, this new addition will provide 4 twin homes, totaling 8 dwelling units that will be owner-occupied, being accessed off a cul de sac coming from Crest Drive; and

WHEREAS, the setbacks will be consistent with the R1 standards and; and

WHEREAS, parkland dedication fees will be required for this development; and

WHEREAS, the applicant has responded to the architecture by providing bump-outs on the rear facades, which creates more variation in the massing; and

WHEREAS, the northern dwelling units (2-stories above grade) will provide an 8-inch trim board around the mid-section of the home, which will help in breaking up the massing; and

WHEREAS, all homes will have LP Smartside siding and 4-inch window trim on all windows; and

WHEREAS, windows will be provided on all four sides of the homes as well; and

WHEREAS, the traffic report concludes that the proposed development will generate an estimated 7 trips per day per unit, resulting in a total of 56 trips per day for the entire development; and

WHEREAS, this is a 5.6% volume increase along Crest Drive; and

WHEREAS, no change is expected to the level of service for Crest Drive with this proposed development, meaning the development will not have any negative impacts on the surrounding area for traffic; and

WHEREAS, under the proposed grading plan, the area that is currently draining to the southern property edge in to the neighboring backyards is being reduced from 1.8 acres to approximately 0.5 acres with only 0.073 acres of impervious surface being added; and

WHEREAS, most of the overland drainage is proposed to be redirected towards Crest Drive and will flow from the neighborhood along Crest Drive until reaching the storm sewer located at the corner of Scenic View and Crest Drive; and

WHEREAS, additional options to better manage the backyard drainage would be to evaluate the grading options for a berm along the south edge of the property or an extension of the existing storm sewer that would collect overland drainage; and

WHEREAS, boulevard trees have to be at least 2.5 inch caliper or more; and

WHEREAS, on September 11, 2019 the Planning Commission recommended approval to the City Council of the Preliminary Plat and Conditional Use Permit (CUP) for Shepherd of the Hill Twin Home Development (PC#2019-17); and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Chaska, Minnesota, hereby approves the Preliminary Plat and Conditional Use Permit (CUP) for Shepherd of the Hill Twin Home Development (PC#2019-17), subject to the aforementioned stipulations and the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Headlight Glare Analysis (pgs 1-4), prepared by Chad Dipman
 - b. Narrative (pgs 1-4), prepared by Chad Dipman
 - c. Project Location & Sheet Index (G-01), prepared by BARR Engineering Co., dated August 5, 2019
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 - l. Proposed Conditions Watersheds (H-02), prepared by BARR Engineering Co., dated August 22, 2019
 - m. Preliminary Plat, prepared by Sambatek, undated
 - n. North Units Elevation Drawings
 - o. Two-Story House Rendering & Floor Plan, prepared by Habitat for Humanity
 - p. South Units Elevation Drawings
 - q. One-Story House Rendering & Floor Plan, prepared by Habitat for Humanity
 - r. Traffic Analysis for Shepherd of the Hill Development, prepared by BARR Engineering Co., dated August 23, 2019
2. Adherence with the City Engineers Memo dated August 30, 2019.
3. Provision of a 60 feet Right of Way width for all local streets.
4. Adherence to the City's Boulevard Tree Policy and local street section design.
5. Provision that boulevard trees are at least 2.5 inch caliper or more and to be shown on the landscape plan at final submittal.
6. Provision that an easterly parking lot access is available on Crest Drive for the Church site.
7. Adherence to the following building setbacks:
 - a. Front: 30 feet
 - b. Rear: 30 feet
 - c. Side: 10 feet house/ 7 feet garage
 - d. Side (corner): 15 feet
8. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.

9. Provision of a storm water management plan meeting City and Carver County WMO standards.
10. Provision to further evaluate the grading options for a berm along the south edge of the development or an extension of the existing storm sewer that would collect overland drainage directed towards the south abutting properties to be addressed by final submittal.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 16th day of September, 2019.

Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk



City of Chaska Memorandum

To: Planning Commission
From: Matt Clark, City Engineer
Date: August 30, 2019
Subject: Shepard of the Hill Development– Site Plan

The Shepard of the Hills Development in Chaska is a proposed development bound by Crest Drive to the east, Engler Boulevard to the north, Chestnut Street to the west, and the Scenic View Neighborhood to the south.

The existing drainage for the area that is being development for the site generally flows south, offsite through backyards of the adjacent neighborhood until it reaches Scenic View Drive and continues east along the street. Only a small portion is currently directed towards Crest Drive.

Under the proposed grading plan, the area that currently is draining to the southern property edge into the neighborhood backyards is being reduced from 1.8 acres to approximately 0.5 acres with only 0.073 acres of impervious surfacing being added which accounts for mostly the planned housing roof drainage. Most of the overland drainage is proposed to be redirected towards Crest Avenue and will flow from the neighborhood along Crest Drive until reaching the existing storm sewer located at the corner of Scenic View and Crest Drive.

In terms of stormwater requirements, the total amount of new impervious surface for the development falls below the City and Watershed's standards that would require ponding or on-site storage before being discharged. Given the amount of proposed new impervious surfacing, the City's standards for the rate in which water is being released from the site to the existing storm sewer system would apply so not as to impact the existing storm sewer system downstream. The storm sewer that exists today is currently located at the intersection of Crest Drive and Scenic View. Since the development does not require on site ponding the extension of storm sewer to serve the proposed development would not be required. Additional options to better manage the backyard drainage to the existing homes to the south would be to evaluate the grading options for a berm along the south edge of the development or an extension of the existing storm sewer that would collect overland drainage.

In regard to traffic, the traffic analysis that was completed concludes that no change is expected to the existing local system. With the minimal number of trips being generated by the 8 homes, City staff has no concerns with what's being proposed.

Matt Clark



Kevin Ringwald
Community Development Director
City of Chaska
One City Hall Plaza
Chaska, MN 55318

Mr. Ringwald,

Based on the discussion of the City of Chaska City Council of our concept plan for the property at Shepherd of the Hill Presbyterian Church regarding the location of the proposed cul-de-sac in relation to the neighboring house across Crest Dr at #1561 (Photo 1) and the resulting headlight wash onto the façade of the house, we have investigated the proposed condition of T-intersection occurring at a residential location, and other such conditions.

We acknowledge that creating a new condition such as this does represent a significant change to the occupants of this home and are interested in finding mutually agreeable means to mitigate this condition.

Based on our investigation, we have made the following findings and proposed remedies:

1. This condition is ubiquitous in the urban and suburban context and is in fact common in this neighborhood. Photos 2-6 demonstrate that just to the south of this location, there exists the exact same condition and nearby there exist several other similar examples of right-angle turns and cul-de-sacs that result in headlight wash into and across the across facades of residences.
2. In all these cases, headlight wash moves across the facades of houses as cars turn the corner, such that while direct-on headlights may have the largest impact, that impact is both temporary and partial. Therefore, slight adjustments to the alignment of the intersecting roadway would have limited effect on the overall impact of the condition.
3. As is evident in the photos, it appears as though no affected homeowner has attempted to mitigate these situations by erecting or planting screening that would block headlight wash into their house, except by planting large shade trees which would have limited effect in the summer and little to no effect in the winter. 1561 Crest Dr has such shade trees. Based on these findings, it is our conclusion that the headlight wash impact is either a non-issue or is being mitigated internally via window coverings. It is our estimation that window coverings are the preferred method because they can be manipulated and do not permanently block the view out of the house.
4. In conclusion, it is our opinion that window coverings are the most appropriate means to mitigate the impact of the new condition we are proposing. Upon demonstration by the owners at 1561 Crest Dr of an unreasonable impact of headlight wash that is not mitigated by their current window coverings, Twin Cities Habitat would offer to replace the window coverings on

the front windows of the house with mutually acceptable coverings. Alternatively, we would offer to plant reasonably acceptable plant screening in the front yard of the house.

We hope that both the owners of 1561 Crest Dr and the City of Chaska will accept this offer as acceptable to mitigate the new T-intersection condition that we are proposing. We look forward to future discussion to amicably address this situation.

Sincerely,

Chad Dipman

Project Manager

Photo 1 – Subject Property – view from proposed cul-de-sac



Photo 2 – 1491 Crest Dr

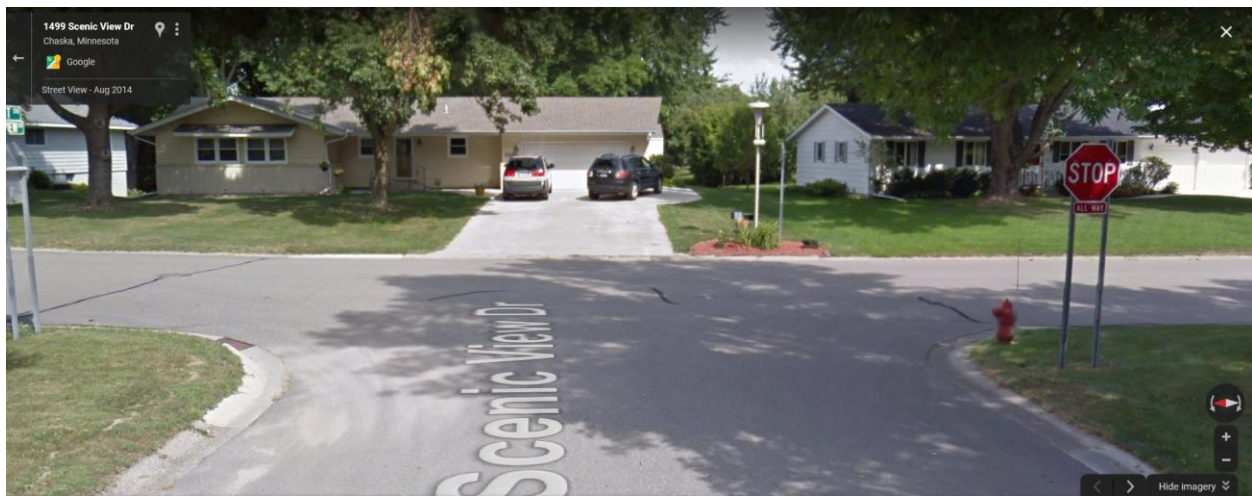


Photo 3 – 1464 Scenic View Dr



Photo 4 – 1476-1480 Scenic View Dr



Photo 5 – 1307-1313 Hillside Cir



Photo 6 – 1522-1528 Sunshine Cir



Kevin Ringwald
Community Development Director
City of Chaska
1 City Hall Plaza
Chaska, MN 55318

Mr. Ringwald,

Twin Cities Habitat is pleased to submit the enclosed documentation for Preliminary Plat and Special Use Permit review for a portion of the Shepherd of the Hill Presbyterian Church property at 145 Engler Blvd, based on the concept plan that was approved by the Chaska City Council on June 17, 2019.

Shepherd of the Hill Church has owned this large parcel for quite some time now but has only been using a portion of the property for active use. The southeast corner of the property has remained undeveloped and largely unused to date, and the church has determined that they have no future plans for the property and they have grown weary of maintaining this space. Instead, it is their desire that the property be sold and developed as affordable housing.

In cooperation with the Church, Twin Cities Habitat has devised a plan to develop the property into 4 twinhome buildings (aka two-family detached housing) containing 8 separately owned units arrayed around a publicly dedicated cul-de-sac. These homes would be sold to low- to moderate-income, first-time homebuyers at fair market value and made affordable to them through a variety of public and private financing. Habitat is also partnering with the Carver County Community Development Agency Land Trust in order to secure affordability funding from the Minnesota Housing Finance Agency and would place the units into the Land Trust in order to create permanently affordable family housing at this site. We are very excited about the three-way partnership that is coming together to make this project a reality.

The development of this property as affordable housing will provide a number of benefits to the City of Chaska including the creation of property-tax paying parcels on currently exempt property and in fulfilling a number of the Comprehensive Plan goals for the provision of affordable, life-cycle housing in the City. It is our understanding that the Twin Cities Metro and the City of Chaska are in dire need of more affordable housing, especially larger units for families and ownership opportunities.

We have taken great pains to design the proposed development in accordance with the requirements of the zoning code. It is our understanding at this time that no variances or other special dispensation are required for our proposed site plan, but for a special (conditional) use permit which as required for twinhomes. We feel that the design of the property makes greatest use of the available land, maximizing its use within the confines of the R1 zoning, while not altering the character of the neighborhood or creating undue external impacts. Based on the proposal's compliance with the City of Chaska's rules, its limited impact on the neighborhood, and the benefits derived from it, we feel the City of Chaska should approve this plan.

Below is a list of the issues that arose in the discussion of the concept plan and our responses to those questions, as well as the rationale for the provision of a special use permit.

- Construction Timeline
 - o Site work – Spring 2020
 - o Construction of Building 1 – Summer 2020-Spring 2021
 - o Construction of Buildings 2 & 3 – Spring 2021- Winter 2021
 - o Construction of Building 4 – Spring 2022-Fall 2022

- Drainage
 - o The Shepherd of the Hill development creates less than one acres of new impervious surface, therefore the project does not trigger the City of Chaska or Carver County Water Management Organization (CCWMO) requirements for rate control or water quality treatment. While the overall site does not trigger stormwater management requirements, the proposed project has been designed to maintain or reduce peak runoff rates and volume to the adjacent properties to the south. In existing conditions, 3.863 acres (0.157 acres impervious) flows offsite to the south from EX-01 and EX-02. In proposed conditions, 2.431 acres (0.196 acres impervious) flows offsite to the south from PR-01 and PR-02. The results in a reduction of drainage area of 1.432 acres (but increase of 0.039 acres impervious) to the south. This decrease in drainage area results in a decrease in both peak runoff rates and volume to the adjacent properties to the south for the 2-year, 10-year, 100-year, and 10-day snowmelt events.

- Architecture
 - o The long rear walls of the buildings have been broken up by a center “bump-out” as depicted in the attached elevations and renderings. We believe this mitigates the concern of the long, monotonous walls as shown in the concept plans. All elevations have windows. The LP SmartSide siding will continue down all walls to within 1 foot of grade, although along the side walls, the concrete foundation will be stepped some to match the grade, and thus the siding will be stepped.

- Headlight glare at 1561 Crest Dr.
 - o We have engaged in conversation with the new owner of 1561 Crest Dr. Jeff Felmlee recently purchased the house (8/2/19) and moved in a couple of weeks ago. He is now on vacation until 8/28. In between first meeting him on 8/14 and 8/16, we were able to discuss the project and some ideas to mitigate headlight glare, as we discussed in our memo, which include room-darkening shades, screening or moving the road 5' to the north. At this time, he does not feel that any of these will mitigate the situation. Furthermore, moving the road 5' north while fitting the currently proposed homes in the remaining area north of the road would require a rear setback variance. We look forward to continuing the conversation with Mr. Felmlee when he returns and hope to have a resolution to present to the Planning Commission on 9/11/19.

- Special (Conditional) Use Permit
 - o The Zoning Code allows for the construction of twin homes in Section 3.1.2.3 “Uses by Special Permit - a) Two family detached dwellings: duplex and/or

double bungalow;" In order to receive this permit, the following standards must be met. Our rationale for meeting these standards is below.

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

The property is currently zoned R1 and could readily accommodate 6 single family units. The adjacent neighborhood consists of single-family units. There is nothing inherent to the establishment, maintenance or operation of a two-family dwelling that differs meaningfully from that of a single family dwelling. The special use allows for a slight increase in density of 2 units. The increase in density/number of units impacts the adjacent neighborhood by a scant increase in traffic on Crest Dr, as is estimated in our Traffic Letter. The operation of 2 additional residences in a residential neighborhood does not endanger the public health, safety, comfort or general welfare of the community beyond what would be allowed outright for single family dwellings.

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

The special use of two-family detached housing resulting in 2 additional units being allowed will not cause any of the above negative impacts, save for the headlight glare issue at 1561 Crest Dr, which has been addressed above. Despite the allowance for additional density, the development will actually decrease run-off from the subject property onto properties to south, which should reduce the existing injury that these properties feel and increase the enjoyment of those properties during wet weather. The special use of two-family dwellings and associated 2 unit increase in density will not diminish or impair property values in the neighborhood. Evidence suggests that new construction of many types actually tends to increase adjacent property values.

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

The special use will have no impact on the development of surrounding property. The subject property is completely surrounded by developed property. Any development of surrounding property would involve redevelopment of existing property and structures, which has inherent limitations that are not caused by the special use. The only near property that is likely subject to redevelopment is the remaining Shepherd of the Hill Church property. The likelihood of expansion, development, or redevelopment of this property is extremely limited, and the Church has acknowledged the limitations of expansion or redevelopment in a letter to the City.

- d) Adequate utilities, access roads, drainage, and necessary facilities have been or will be provided;

Adequate infrastructure exists at the site already. Crest Drive is a local street that can easily accommodate the less than 1% increase in daily trips represented by the increased number of units allowed by the special use. Drainage has been addressed above. Water and sewer access are available and adequate to accommodate the additional load presented by the 2-3 additional units.

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

Ingress and egress to the site will be provided by a publicly-dedicated street. The street has been designed to meet the requirements of the City of Chaska and will provide adequate access onto Crest Dr. without creating traffic congestion. The increase in traffic from all the units will increase traffic on Crest Dr. approximately 5.6%, while the increase in units allowed by the special use will account for an increase of less than 1%. Crest Dr appears to more than adequately built to handle this slight increase in traffic.

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

The proposed development complies with all other applicable regulations of the R1 zoning district and other engineering and architectural guidelines.

We respectfully request review of this Preliminary Plat and Special Use Permit application and look forward to continuing the conversation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Chad Dipman', followed by a long horizontal line extending to the right.

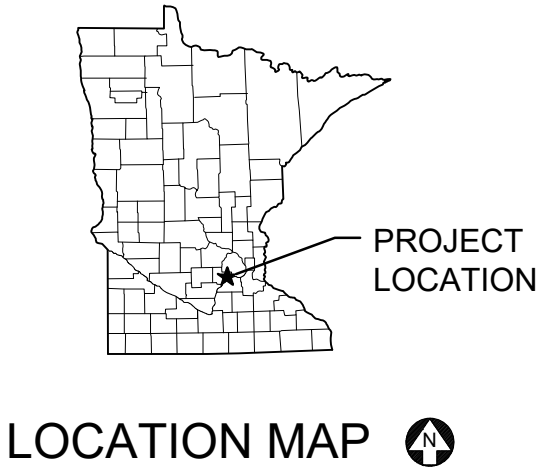
Chad Dipman
Project Manager

TWIN CITIES HABITAT FOR HUMANITY
SHEPHERD OF THE HILL DEVELOPMENT
CHASKA, MINNESOTA

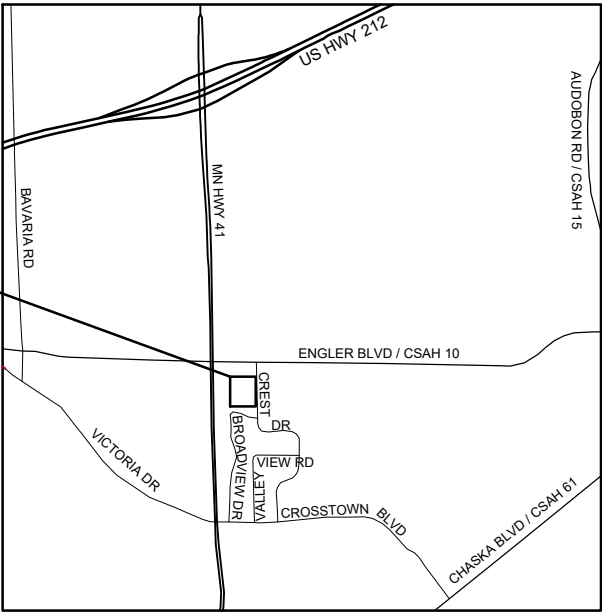


SHEET INDEX

SHEET NO.	TITLE
G-01	PROJECT LOCATION AND SHEET INDEX
G-02	CREST DRIVE TEMPORARY TRAFFIC CONTROL PLAN
C-01	EXISTING CONDITIONS SURVEY
C-02	DEMOLITION PLAN
C-03	SITE PLAN
C-04	GRADING PLAN
C-05	UTILITY PLAN
C-06	UTILITY SECTIONS AND DETAILS
C-07	STORMWATER PLAN
C-08	STORMWATER SECTIONS AND DETAILS
C-09	PAVING SECTIONS AND DETAILS
C-10	EROSION AND SEDIMENT CONTROL PLAN
C-11	EROSION AND SEDIMENT CONTROL DETAILS
C-12	LANDSCAPE PLAN
C-13	LANDSCAPE DETAILS
D-01	EXISTING DRAINAGE AREAS
D-02	PROPOSED DRAINAGE AREAS



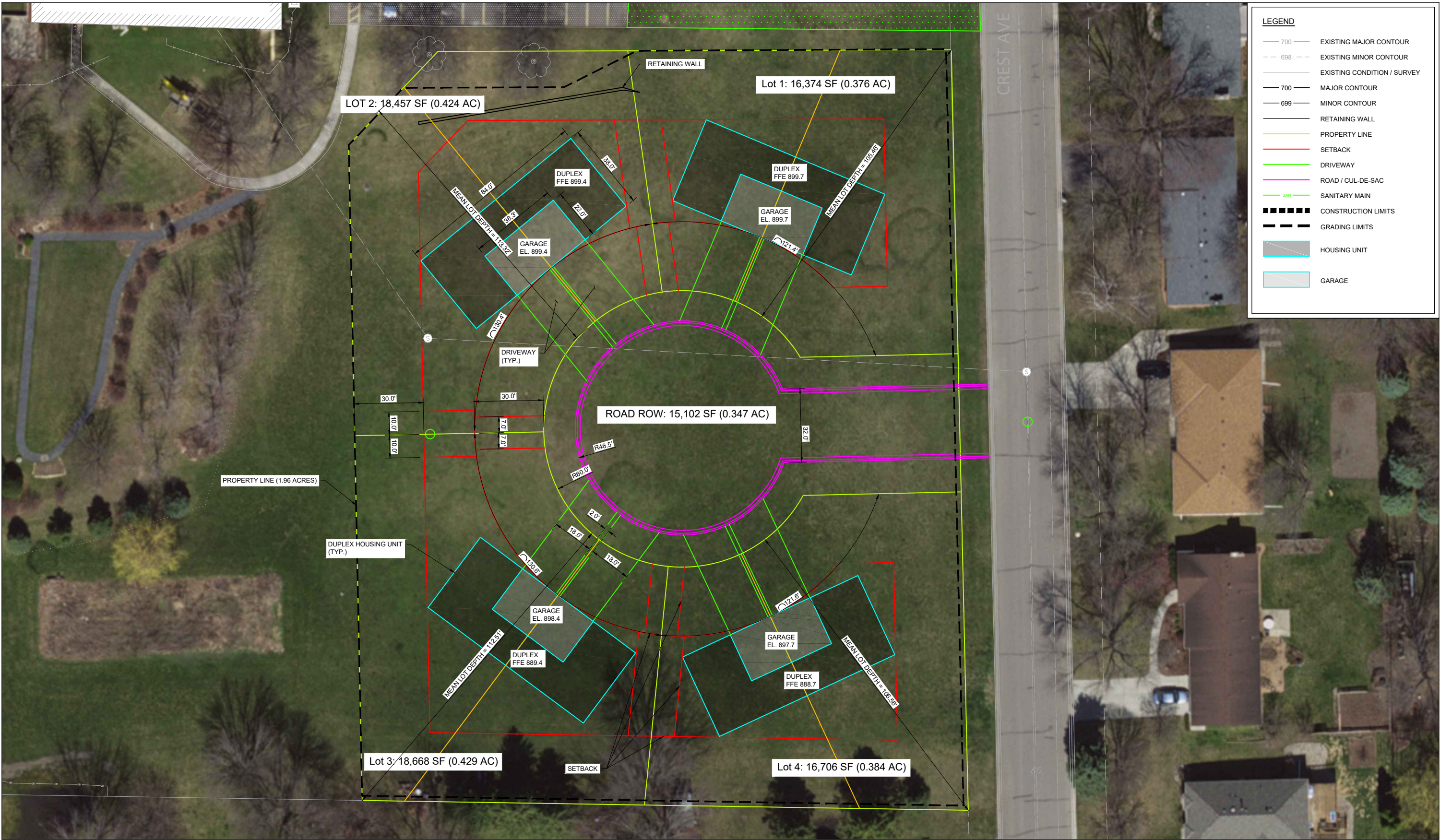
SHEPHERD OF THE HILL
DEVELOPMENT



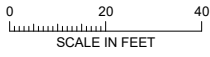
VICINITY MAP

PRELIMINARY
DRAFT

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.		CLIENT BID CONSTRUCTION					BARR Corporate Headquarters Minneapolis, Minnesota Ph: 1-800-632-2277	Project Office: BARR ENGINEERING CO. 4300 MARKETPOINTE DRIVE Suite 200 Chaska, Minnesota 55323 Ph: 1-800-632-2277 Fax: (952) 832-2601 www.barr.com	Scale AS SHOWN	SHEPHERD OF THE HILL DEVELOPMENT CHASKA, MN		BARR PROJECT No. 23/10-1029.00					
PRINTED NAME SIGNATURE DATE		RELEASED TO/FOR	A	B	C	0			1	2	3	DATE RELEASED	TWIN CITIES HABITAT FOR HUMANITY ST. PAUL, MN		CLIENT PROJECT No.		
NO.	CHK.	APP.	DATE	REVISION DESCRIPTION				DATE				DWG. No. G-01				REV. No. A	



1 SITE PLAN



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8.A. Adopt Resolution 2019-99 Approving
Page 23 of 38

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DATE _____ LICENSE # _____

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			C	0
			1	2
			3	

BARR

Corporate Headquarters
Minneapolis, Minnesota
Ph: 1-800-632-2277

Project Office:
BARR ENGINEERING CO.
4300 MARKETPOINTE DRIVE
Suite 200
Minneapolis, MN 55425
Ph: 1-800-632-2277
Fax: (952) 832-2601
www.barr.com

Scale	AS SHOWN
Date	8/5/2019
Drawn	JPP
Checked	NDC
Designed	JPP
Approved	

TWIN CITIES HABITAT FOR HUMANITY
ST. PAUL, MN

SHEPHERD OF THE HILL DEVELOPMENT
CHASKA, MN
SITE PLAN

BARR PROJECT No. 23/10-1029.00	
CLIENT PROJECT No.	
DWG. No. C-03	REV. No. A

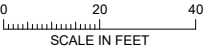
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LEGEND

- 700 — EXISTING MAJOR CONTOUR
- - 698 - - EXISTING MINOR CONTOUR
- - - - EXISTING CONDITION / SURVEY
- 700 — MAJOR CONTOUR
- 699 — MINOR CONTOUR

1 GRADING PLAN



PRELIMINARY
DRAFT

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SIGNATURE _____

DATE _____ LICENSE # _____

CLIENT	BID	CONSTRUCTION	RELEASED TO/FOR	DATE RELEASED
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Suite 200
MINNEAPOLIS, MN 55425
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Fax: (952) 832-2601
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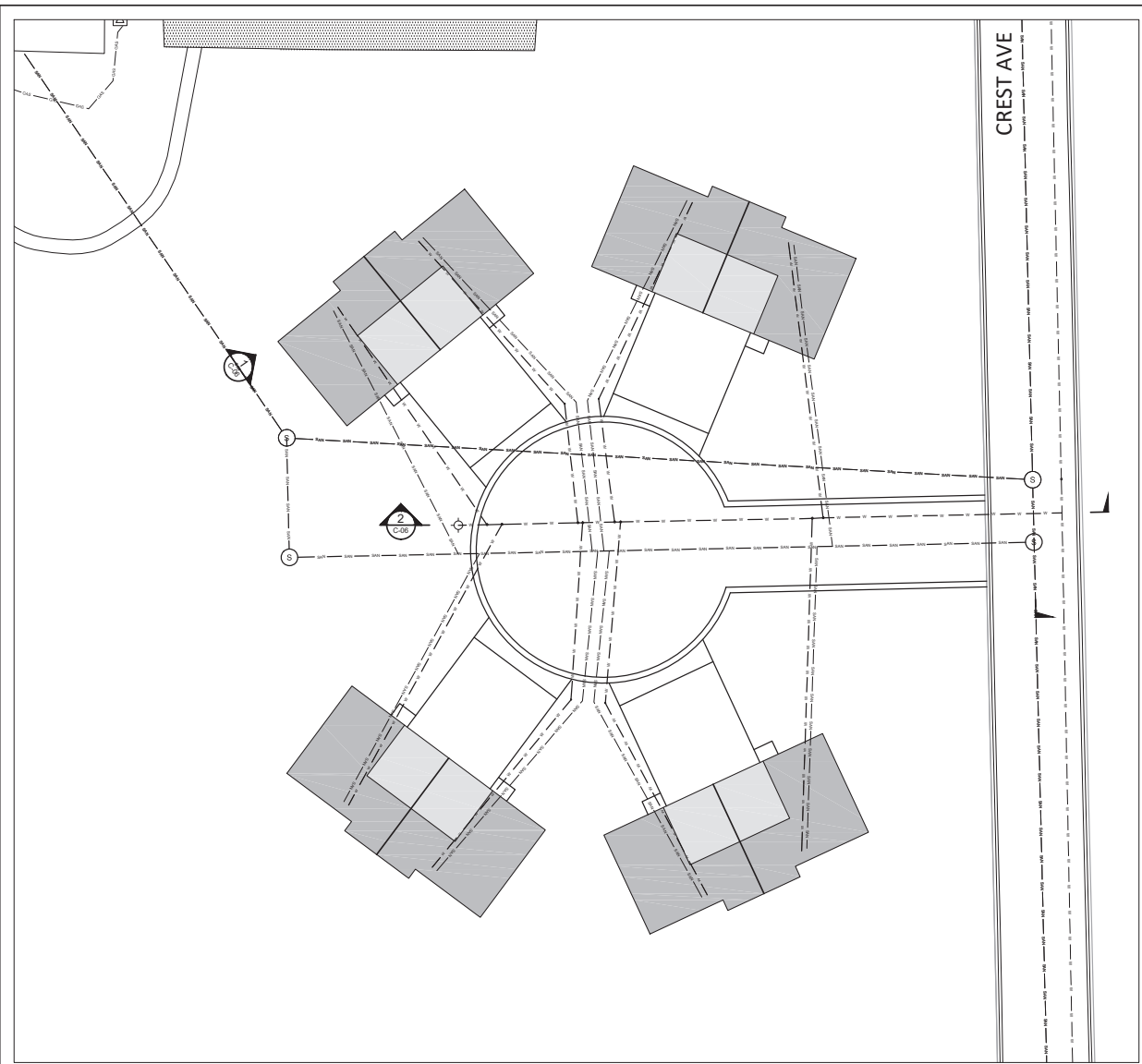
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Drawn	JPP
Checked	NDC
Designed	GWB
Approved	

TWIN CITIES HABITAT FOR HUMANITY
ST. PAUL, MN

SHEPHERD OF THE HILL DEVELOPMENT
CHASKA, MN
GRADING PLAN

BARR PROJECT No.	23/10-1029.00
CLIENT PROJECT No.	
DWG. No.	C-04
REV. No.	A

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LEGEND		
EXISTING		PROPOSED
MAJOR CONTOUR		MAJOR CONTOUR
MINOR CONTOUR		MINOR CONTOUR
CABLE TV		CABLE TV
COMMUNICATIONS		COMMUNICATIONS
DRAIN TILE		DRAIN TILE
ELECTRIC (OVERHEAD)		ELECTRIC (OVERHEAD)
ELECTRIC (UNDERGROUND)		ELECTRIC (UNDERGROUND)
FIBER OPTIC		FIBER OPTIC
FENCE		FENCE
GAS		GAS
RAILROAD		RAILROAD
SANITARY SEWER		SANITARY SEWER
SANITARY MANHOLE		SANITARY MANHOLE
SILT FENCE		SILT FENCE
STORM SEWER		STORM SEWER
STORM MANHOLE		STORM MANHOLE
CATCH BASIN		CATCH BASIN
TELEPHONE		TELEPHONE
TRENCH DRAIN		TRENCH DRAIN
WATER MAIN		WATER MAIN
HYDRANT		HYDRANT
BITUMINOUS SURFACE		BITUMINOUS SURFACE
CONCRETE SURFACE		CONCRETE SURFACE
RIPRAP		RIPRAP
SEED & BLANKET		SEED & BLANKET
CONSTRUCTION LIMITS		CONSTRUCTION LIMITS
GRADING LIMITS		GRADING LIMITS

1 UTILITY PLAN
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SCALE IN FEET

NO.	BY	CHK.	APP.	DATE	REVISION DESCRIPTION
1	JPP	NDC		8/5/2019	CITY OF CHASKA PLANNING COMMISSION REVIEW

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Corporate Headquarters
MINNEAPOLIS, MN 55435
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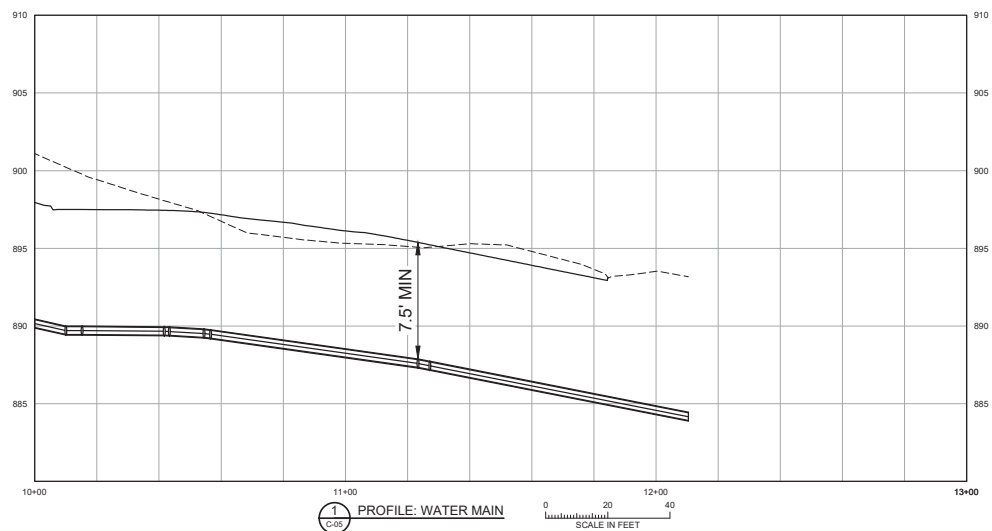
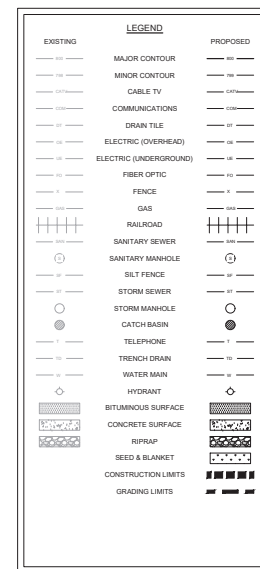
Project Office:
BARR ENGINEERING CO.
4300 MARKETPOINTE DRIVE
Suite 200
MINNEAPOLIS, MN 55435
P: 612-632-2277
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Scale	AS SHOWN
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Checked	NDC
Designed	JPP
Approved	

TWIN CITIES HABITAT FOR HUMANITY
ST. PAUL, MN

SHEPHERD OF THE HILL DEVELOPMENT
CHASKA, MN
UTILITY PLAN

BARR PROJECT No.	23/10-1029.00
CLIENT PROJECT No.	
DWG. No.	C-05
REV. No.	A



TWIN CITIES HABITAT FOR HUMANITY
ST. PAUL, MN

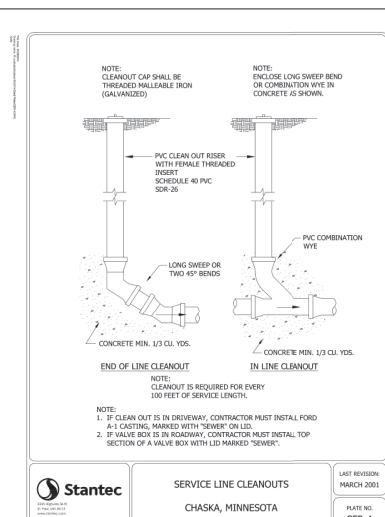
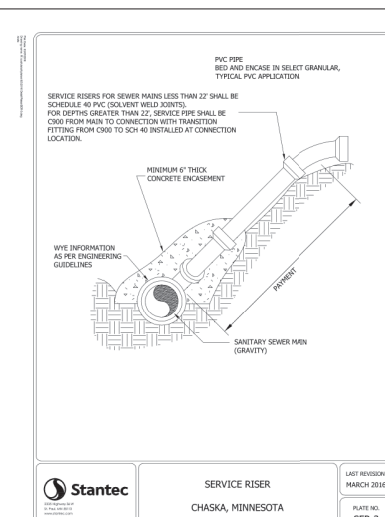
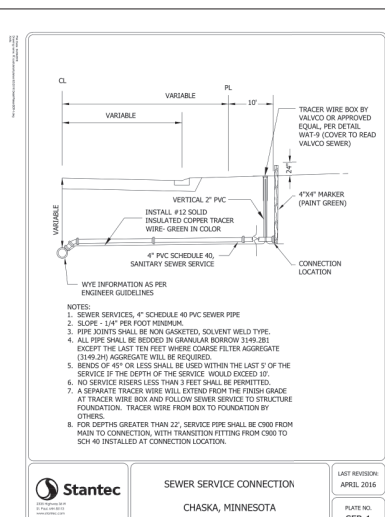
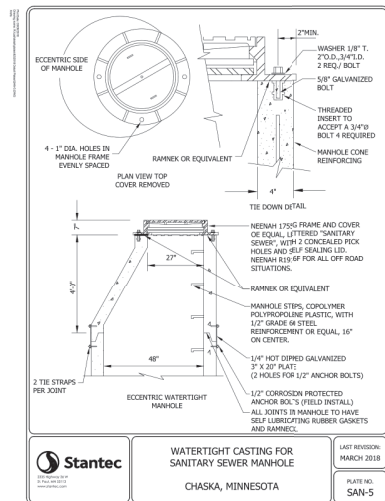
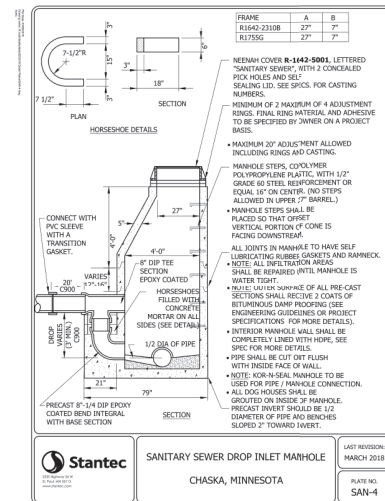
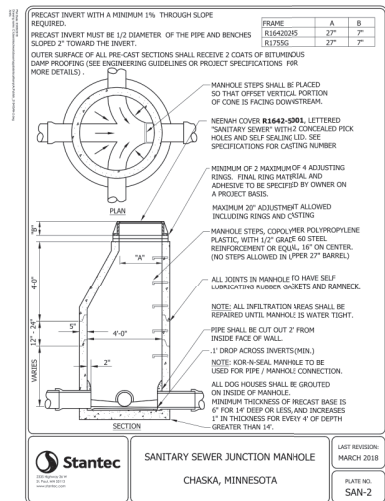
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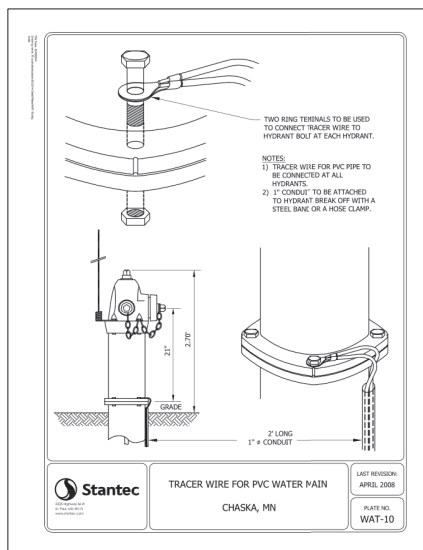
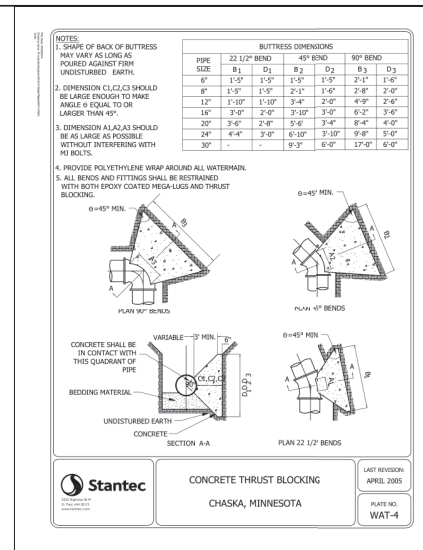
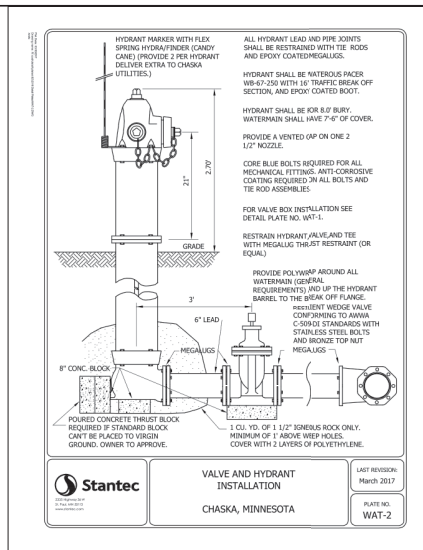
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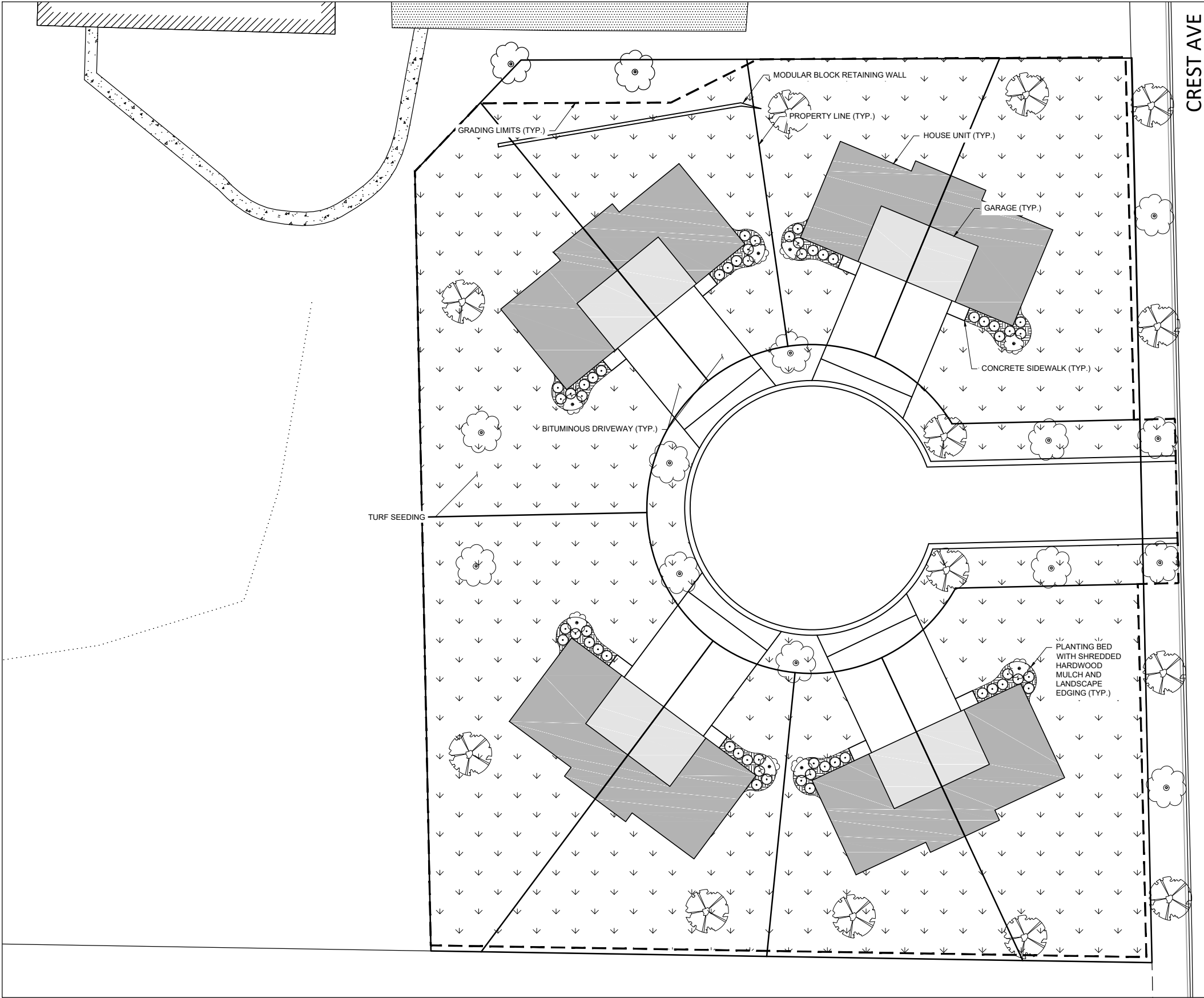


PRELIMINARY
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Packet Page 132 of...

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8.A. Adopt Resolution 2019-99 Approving
Page 29 of 38



CREST AVE

LEGEND

- EXISTING FEATURE
- EXISTING TREE LINE
- EXISTING BITUMINOUS
- EXISTING CONCRETE
- EXISTING BUILDING
- EXISTING TREE
- PROPOSED PROPERTY LINE
- PROPOSED SEEDING LIMITS
- PROPOSED PLANTER BED
- PROPOSED HOUSING UNIT
- PROPOSED GARAGE
- SERVICEBERRY "AUTUMN BRILLIANCE"
- MAPLE "AUTUMN BLAZE"
- WHITE OAK
- LOW BUSH HONEYSUCKLE

PLANT SCHEDULE

TREES				
Common Name	Botanical Name	Size	Container	Quantity
Autumn Blaze Maple	Acer x freemanii 'Jeffsred'	1.5" CAL.	B&B	12
Autumn Brilliance' Serviceberry	Amelanchier x 'Autumn Brilliance'	#10	Cont.	8
Swamp White Oak	Quercus Bicolor	1.5" CAL.	B&B	13
SHRUBS				
Common Name	Botanical Name	Size	Spacing	Quantity
Dwarf Bush Honeysuckle	Diervilla Lonicera	1 GAL.	48" o.c.	56

1 SITE PLAN

0 20 40
SCALE IN FEET



PRELIMINARY
DRAFT

NO.	CHK.	APP.	DATE	REVISION DESCRIPTION
1				

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SIGNATURE: _____
DATE: _____ LICENSE #: _____

CLIENT	BID	CONSTRUCTION	RELEASED TO/FOR	DATE RELEASED
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Suite 200
Minneapolis, MN 55412
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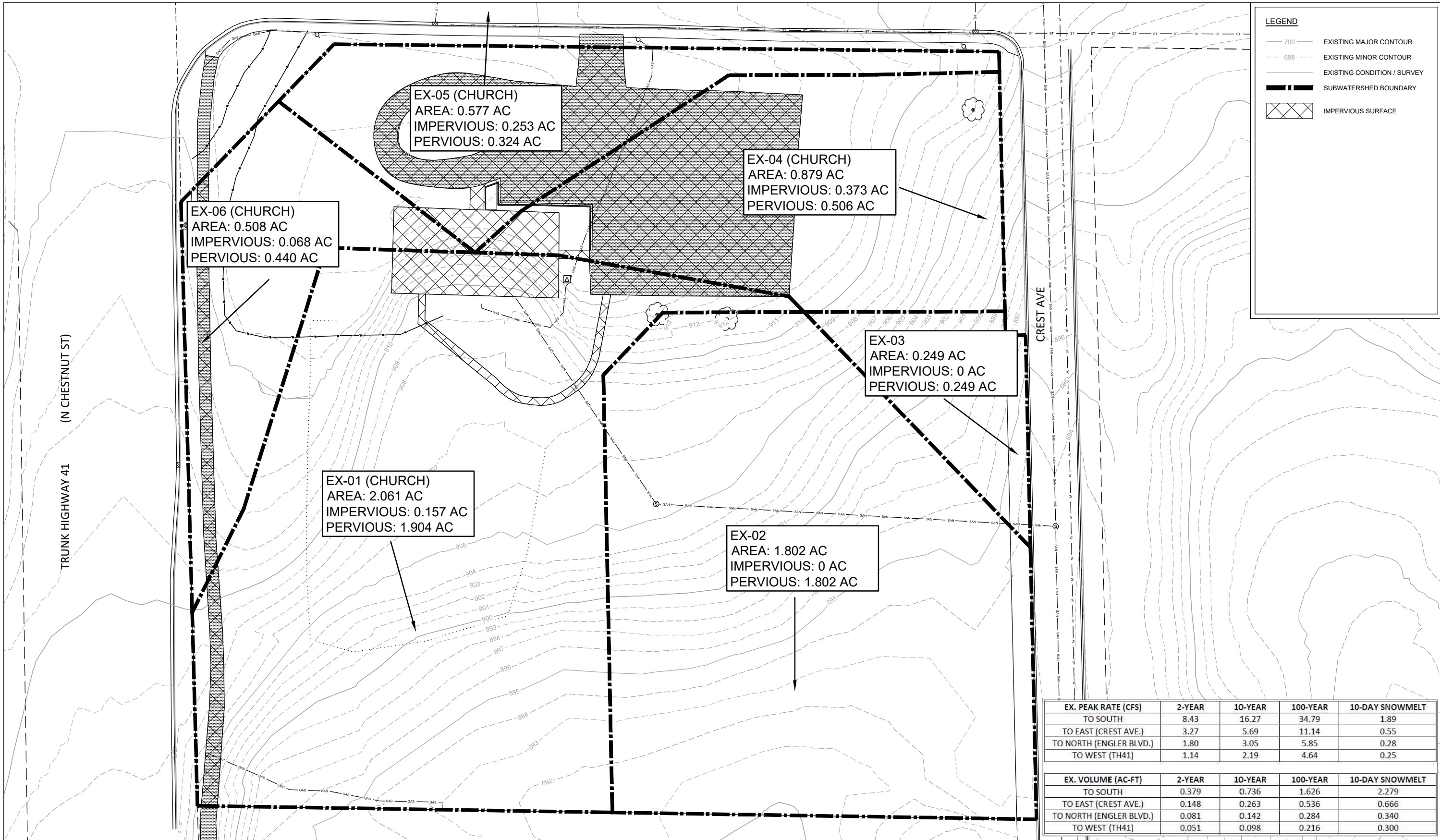
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TWIN CITIES HABITAT FOR HUMANITY
ST. PAUL, MN

SHEPHERD OF THE HILL DEVELOPMENT
CHASKA, MN
LANDSCAPE PLAN

BARR PROJECT No. 23/10-1029.00	REV. No. A
CLIENT PROJECT No.	
DWG. No. L-01	

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1 EXISTING CONDITIONS WATERSHEDS

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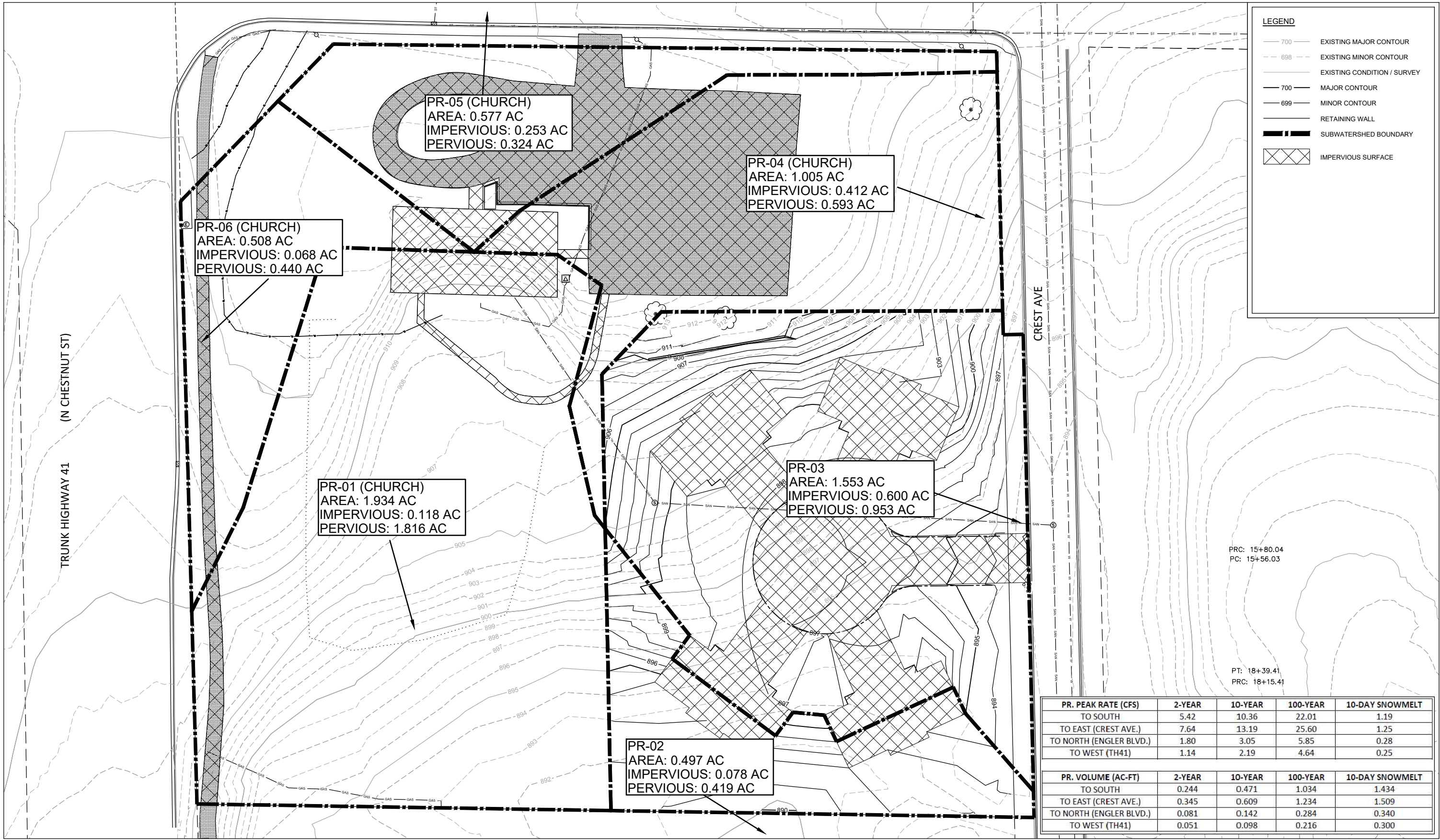
PRELIMINARY
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EX. PEAK RATE (CFS)	2-YEAR	10-YEAR	100-YEAR	10-DAY SNOWMELT
TO SOUTH	8.43	16.27	34.79	1.89
TO EAST (CREST AVE.)	3.27	5.69	11.14	0.55
TO NORTH (ENGLER BLVD.)	1.80	3.05	5.85	0.28
TO WEST (TH41)	1.14	2.19	4.64	0.25

EX. VOLUME (AC-FT)	2-YEAR	10-YEAR	100-YEAR	10-DAY SNOWMELT
TO SOUTH	0.379	0.736	1.626	2.279
TO EAST (CREST AVE.)	0.148	0.263	0.536	0.666
TO NORTH (ENGLER BLVD.)	0.081	0.142	0.284	0.340
TO WEST (TH41)	0.051	0.098	0.216	0.300

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BARR AutoCAD 2011 AutoCAD 2011 Support\enut Template\Barr_2011_Template.dwt Plot at 1 10/05/2010 14:03:50



1 PROPOSED CONDITIONS WATERSHEDS

0 20 40
SCALE IN FEET



PRELIMINARY
DRAFT

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.		CLIENT BID CONSTRUCTION		A B C 0 1 2 3		RELEASED TO/ FOR		DATE RELEASED		Project Office: BARR ENGINEERING CO. 4300 MARKETPOINTE DRIVE Suite 200 Chaska, MN 55318 Ph: 1-800-632-2277 Fax: (952) 832-2601 www.barr.com		Scale AS SHOWN Date 8/22/2019 Drawn JPP Checked NDC Designed JPP Approved		TWIN CITIES HABITAT FOR HUMANITY ST. PAUL, MN		SHEPHERD OF THE HILL DEVELOPMENT CHASKA, MN PROPOSED CONDITIONS WATERSHEDS		BARR PROJECT No. 23/10-1029.00 CLIENT PROJECT No. DWG. No. H-02 REV. No. A			
PRINTED NAME	SIGNATURE	DATE	LICENSE #																		
NO.	CHK.	APP.	DATE	REVISION DESCRIPTION																	

LEGEND

● FOUND MONUMENT

○ FOUND CAST IRON MONUMENT

○ FOUND RIGHT-OF-WAY MONUMENT

○ SET MONUMENT MARKED LS 44530

⊗ GATE VALVE / HYDRANT

⊙ SANITARY LIFT STATION

⊙ SANITARY MANHOLE

⊙ CLEAN OUT

⊙ STORM MANHOLE

⊙ STORM CATCH BASIN

⊙ FLARED END SECTION

⊙ CULVERT

⊙ TRANSFORMER

⊙ LIGHT

⊙ GUY ANCHOR

⊙ UTILITY POLE

⊙ GUARD POST

⊙ GAS METER

⊙ GAS MANHOLE

⊙ ELECTRIC MANHOLE

⊙ ELECTRIC METER

⊙ TELEPHONE PEDESTAL

⊙ CABLE TV BOX

⊙ COMMUNICATIONS MANHOLE

— BOUNDARY LINE

— RIGHT-OF-WAY LINE

— UNDERLYING / ADJACENT LOT

— SECTION LINE

— DEED DISTANCE

— WATERMAIN

— SANITARY FORCE MAIN

— SANITARY SEWER

— STORM SEWER

— UNDERGROUND ELECTRIC

— UNDERGROUND TELEPHONE

— UNDERGROUND GAS

— OVERHEAD ELECTRICAL WIRE

— CHAIN LINK FENCE

— WOOD FENCE

— WIRE FENCE

— WET LAND

— RETAINING WALL

— BLOCK RETAINING WALL

— STONE RETAINING WALL

— POND / WATER LINE

— FEMA FLOOD ZONE LINE

— EASEMENT LINE

— SETBACK LINE

— RESTRICTED ACCESS

— TREE LINE

— CONCRETE CURB

— BUILDING CANOPY

— BITUMINOUS SURFACE

— CONCRETE SURFACE

— DECIDUOUS TREE

— CONIFEROUS TREE

— SPOT ELEVATION

— CONTOUR

— SOIL BORING

— REGULAR PARKING

— STALL COUNT

— TRAFFIC MARKERS

— ADDITIONAL R/W TAKING

DESCRIPTION

That part of the Northwest Quarter of Section 4, Township 115, Range 23, Carver County, Minnesota, described as follows:

Beginning at a point on the North line of said Northwest Quarter 33.04 feet East from the Northwest corner thereof; said point being the point of intersection of the North line of Section 5, and the Easterly right-of-way line of State Highway No. 41; thence South along said right-of-way line 540.95 feet; thence East parallel with the North line of the Northwest Quarter of Section 5 a distance of 563.08 feet; thence North 540.85 feet to a point on the North line of said section a distance of 565.46 feet East from the point of beginning; thence West along said North line to the point of beginning.

EXCEPT Parcel 9, City of Chaska Right of Way Plat No. 1, according to the map or plat thereof on file and of record in the Office of the County Recorder, Carver County, Minnesota.

Abstract Property

PROPERTY SUMMARY

1. Subject property's address and property identification number are not assigned.

2. The proposed gross area of the subject property is 70.696 Acres or 3,079,528 Square Feet.

3. Zoning information has not been provided.

SURVEY NOTES

1. The bearing system for this survey is based on the Carver County coordinate system, NAD83 (1986 Adjust).

2. This survey was prepared utilizing the Stewart Title Guaranty Company, Issued by its Agent, Land Title, Inc. Commitment No. 567834 bearing an effective date January 24, 2018.

3. A Gopher State One Call (GSOC) request was placed on 11/29/2018, under Ticket Number 183330955 for utility locates on this site. The underground utility locations, shown hereon, if any, are based upon locates from those utility providers that actually performed a locate as a result of this request. Utility suppliers often do not respond to these requests but may provide ambiguous maps, plans, and drawings in lieu of physical location. The surveyor makes no guarantees that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. Utility information shown hereon, if any, is a compilation of this map information and those visible utilities that were located during the survey field work. The surveyor further does not warrant that the underground utilities shown hereon, if any, are in the exact location as indicated, although he does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities. Pursuant to MS 216.D contact Gopher State One Call at (651-454-0002) prior to any excavation.

4. Field work was completed on 12/06/2018.

5. Topographical data shown on the survey is per a combination of field data and LIDAR data obtained from MN Department of Natural Resources MNTPO website (<http://arcgis.dnr.state.mn.us/maps/mntopo/>) on 12/12/2018.

VICINITY MAP

www.sambatek.com

12800 Whitewater Drive, Suite 300

Minnetonka, MN 55343

763.476.6010 telephone

763.476.8532 facsimile

Engineering | Surveying | Planning | Environmental

Client

HABITAT FOR HUMANITY

1954 UNIVERSITY AVE W
ST. PAUL, MN 55104

Project

SHEPHERD OF THE HILL

Location

CHASKA

145 ENGLER BLVD
CHASKA, MN 55318

Certification

Summary

Designed:-

Drawn:PLF

Approved:MRS

Book / Page:1/1

Phase:PREPLAT

Initial Issued:07/03/2019

Revision History

No.

Date

By

Submittal / Revision

Sheet Title

PRELIMINARY PLAT

Sheet No.

Revision

1/1

Project No.

21580

NORTH

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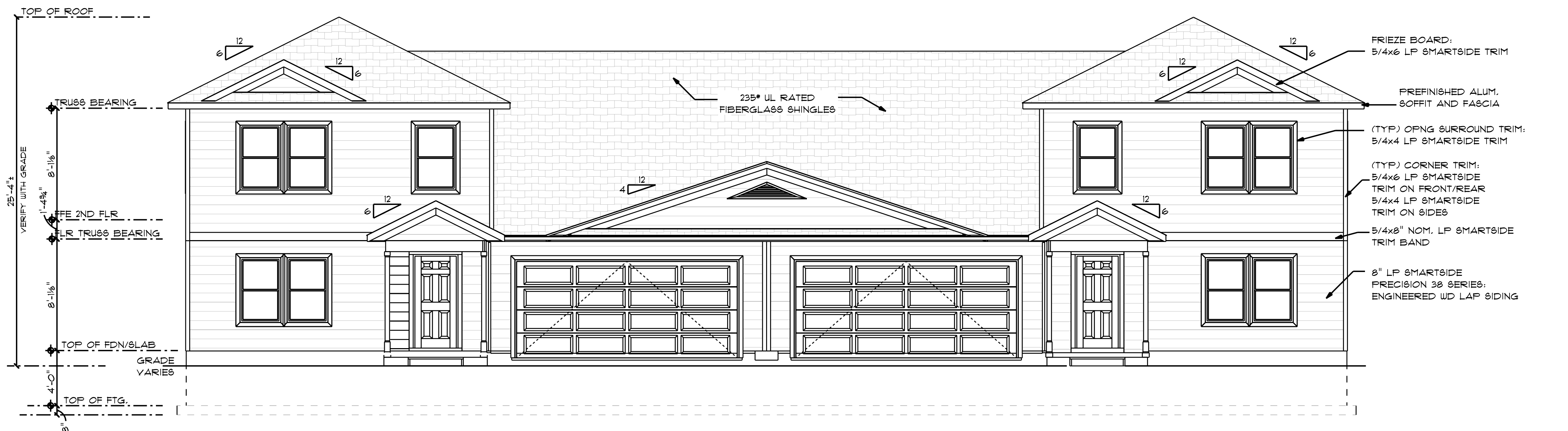
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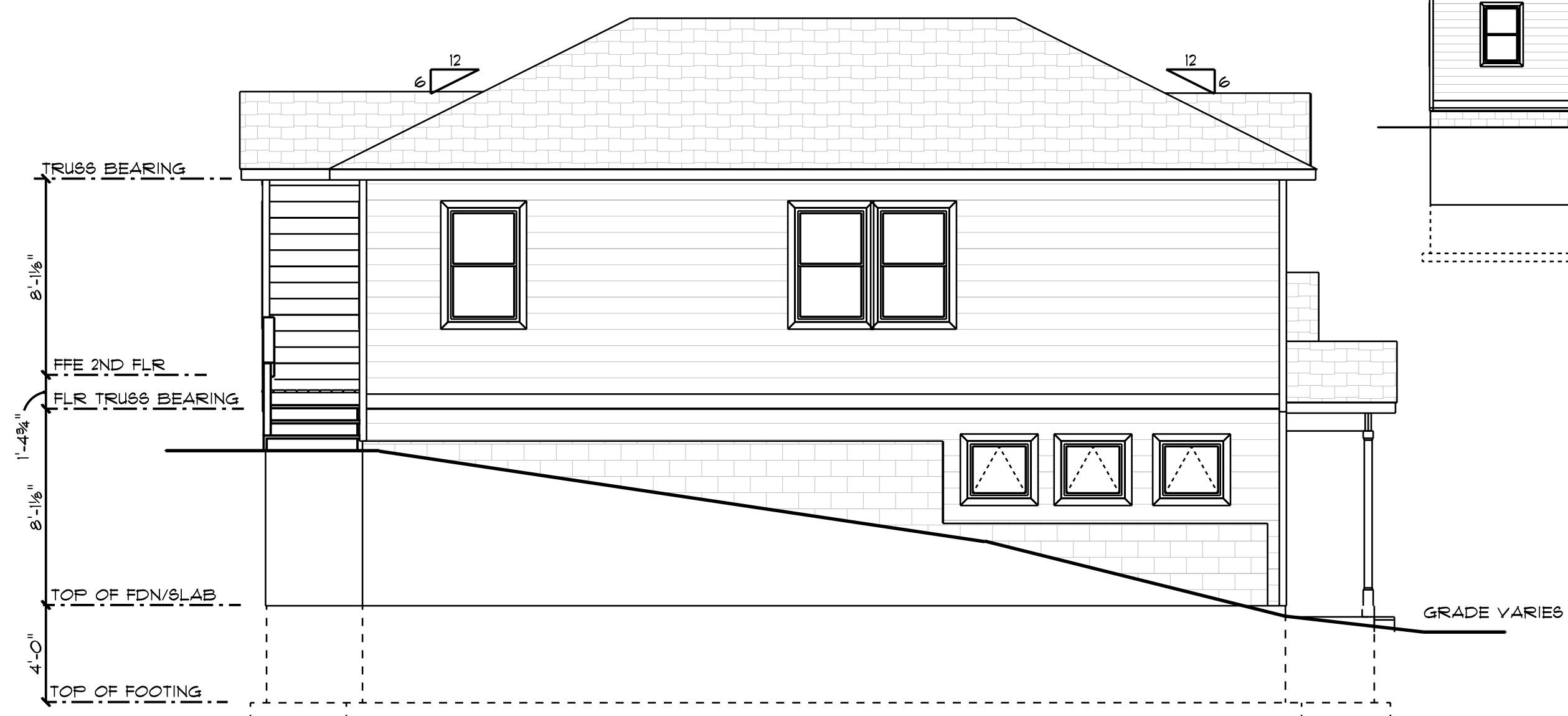
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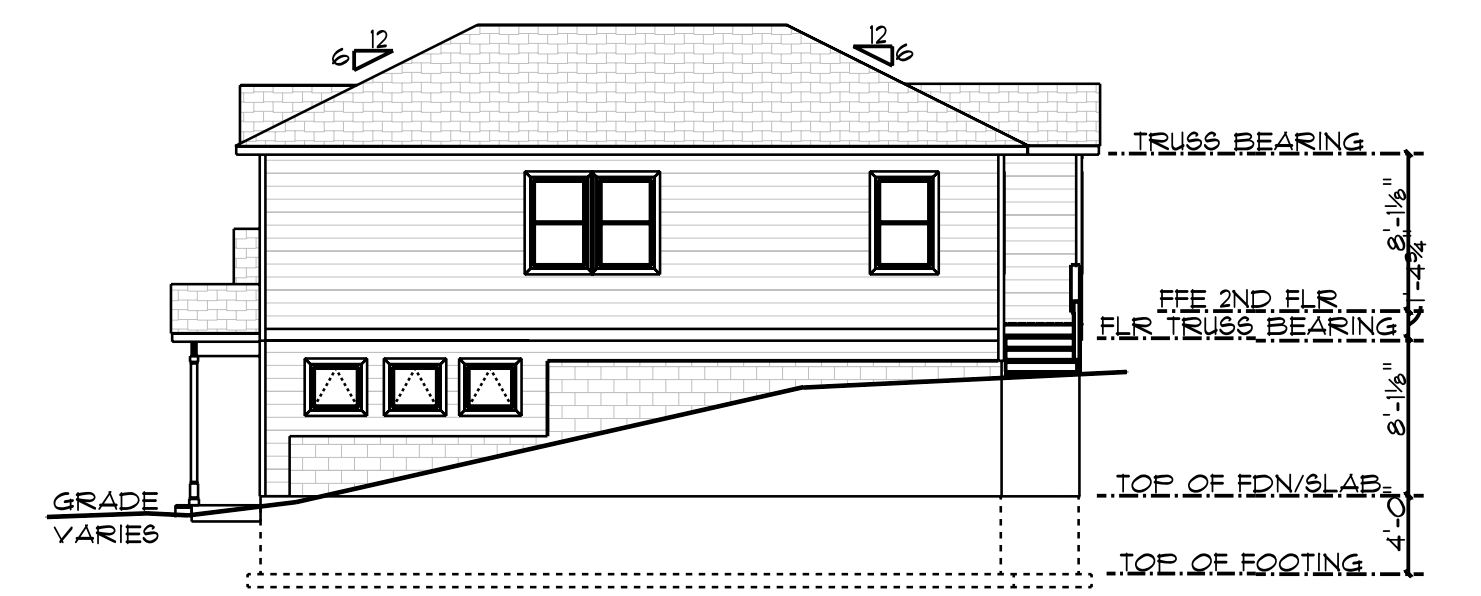
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LEFT ELEVATION



REAR ELEVATION

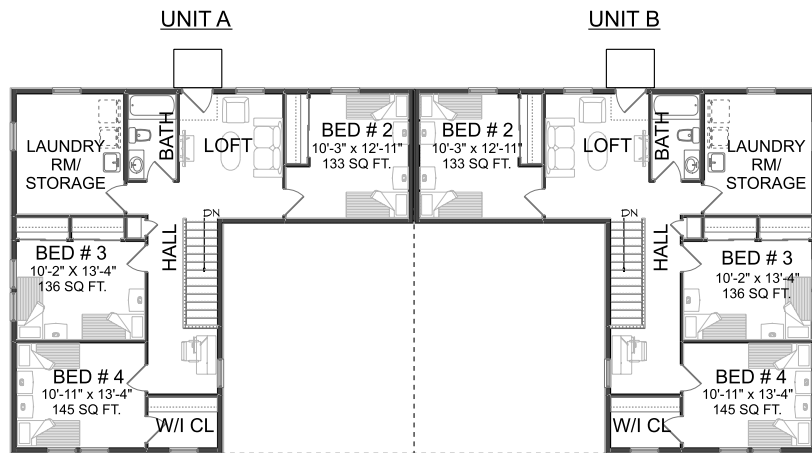


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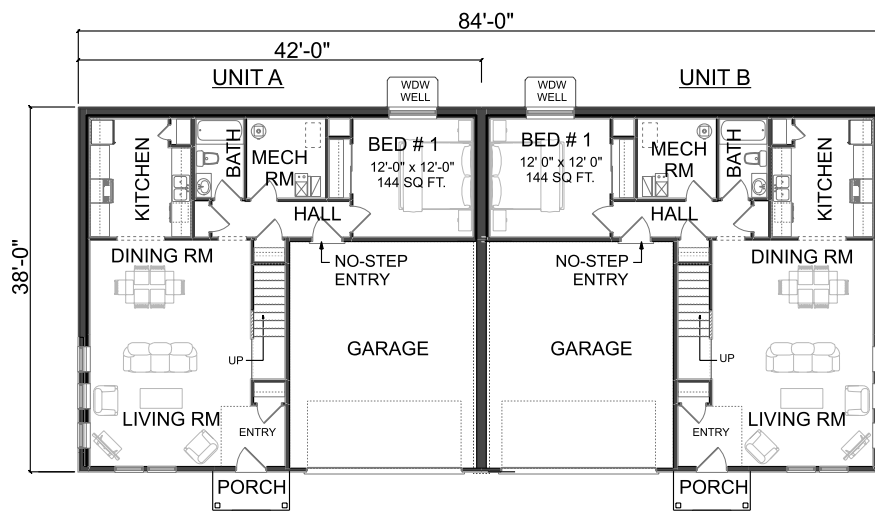
NORTH UNITS



RENDERING MAY NOT REFLECT ACTUAL
CONSTRUCTED HOUSE



UPPER FLOOR PLAN



LOWER FLOOR PLAN

Height = 24' 3" at front
LP SmartSide siding and trim



1954 UNIVERSITY AVE. W.
ST. PAUL, MN 55104

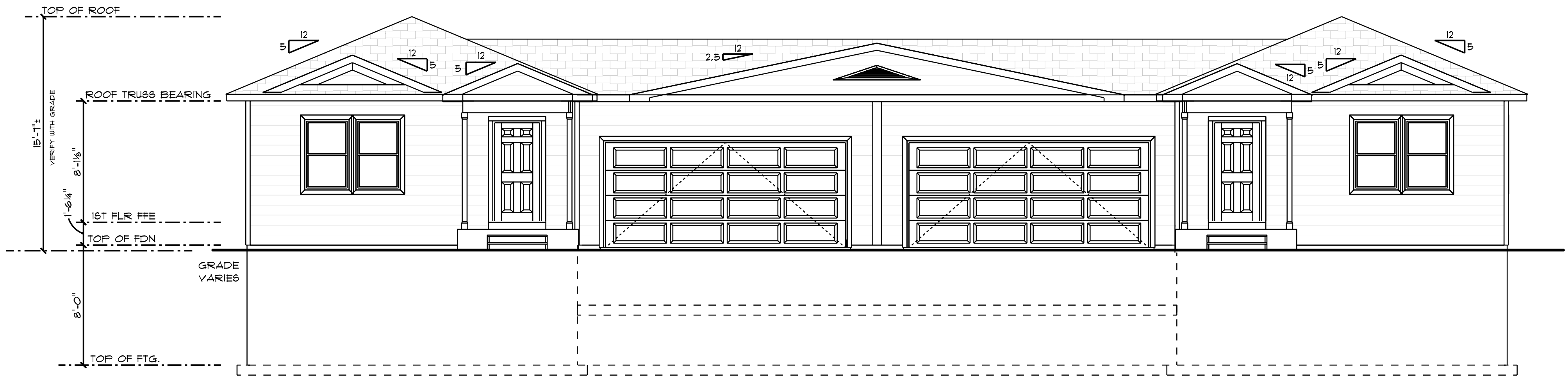
OFFICE: 651-207-1700
FAX: 651-641-8641

**MULTI FAMILY DWELLING
SHEPHERD OF THE HILL
CHASKA, MN**

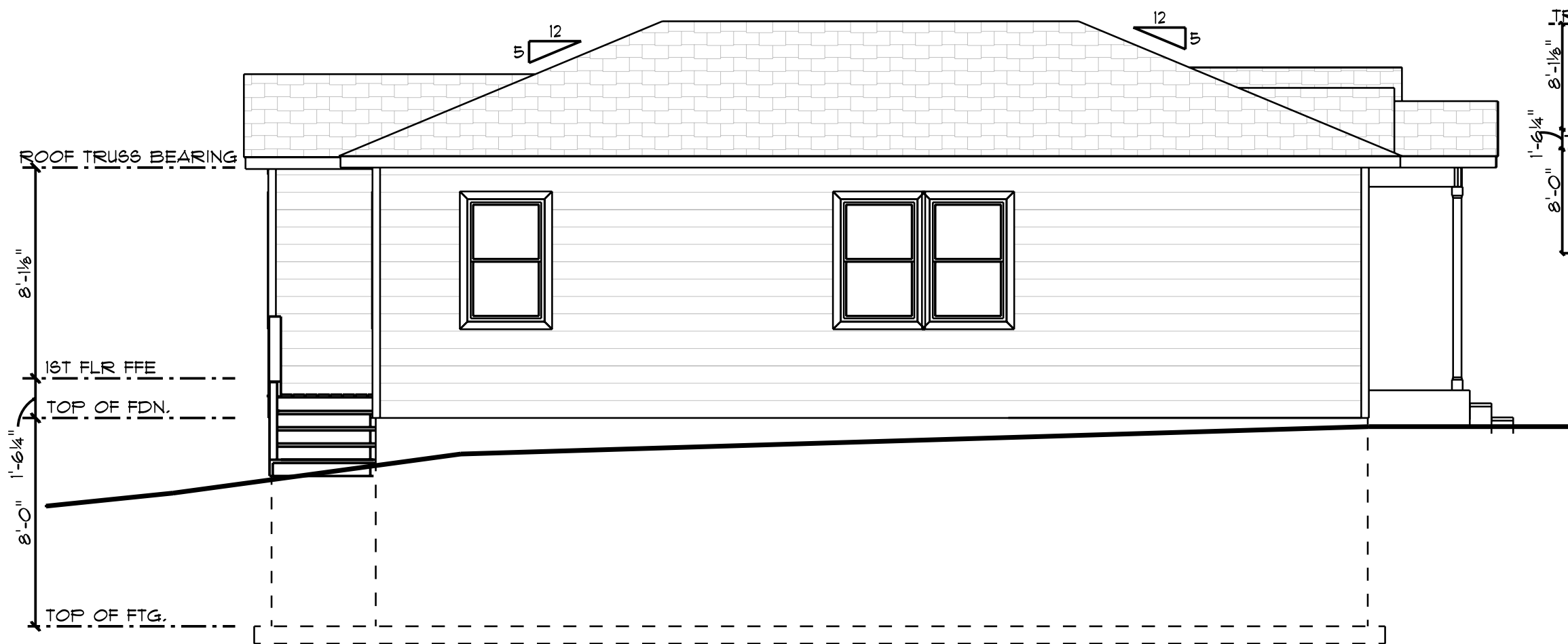
MODEL: 26TS4-2 (TWIN)
Packet Page 138 of

LOWER LEVEL UNFINISHED SQ. FT. = 134
LOWER LEVEL FINISHED SQ. FT. = 984
UPPER LEVEL SQ. FT. = 1118
TOTAL FINISHED SQ. FT. = 2102
TOTAL SQ. FT. (1 UNIT) = 2236

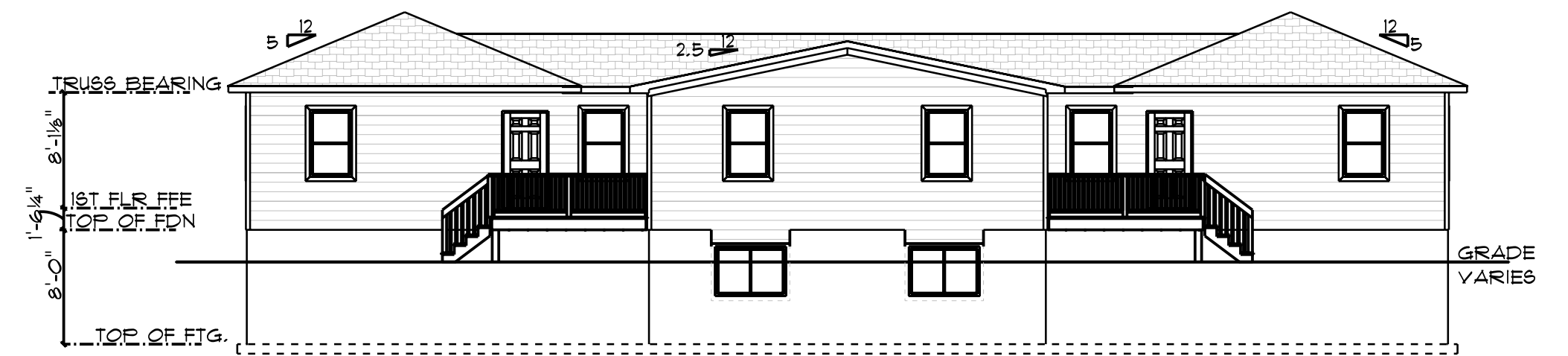
*SQUARE FOOTAGE INCLUDES WALLS
**UTILITY ROOM IS INCLUDED IN THE UNFINISHED SQ. FOOTAGE
GARAGE IS NOT INCLUDED IN SQ. FOOTAGE



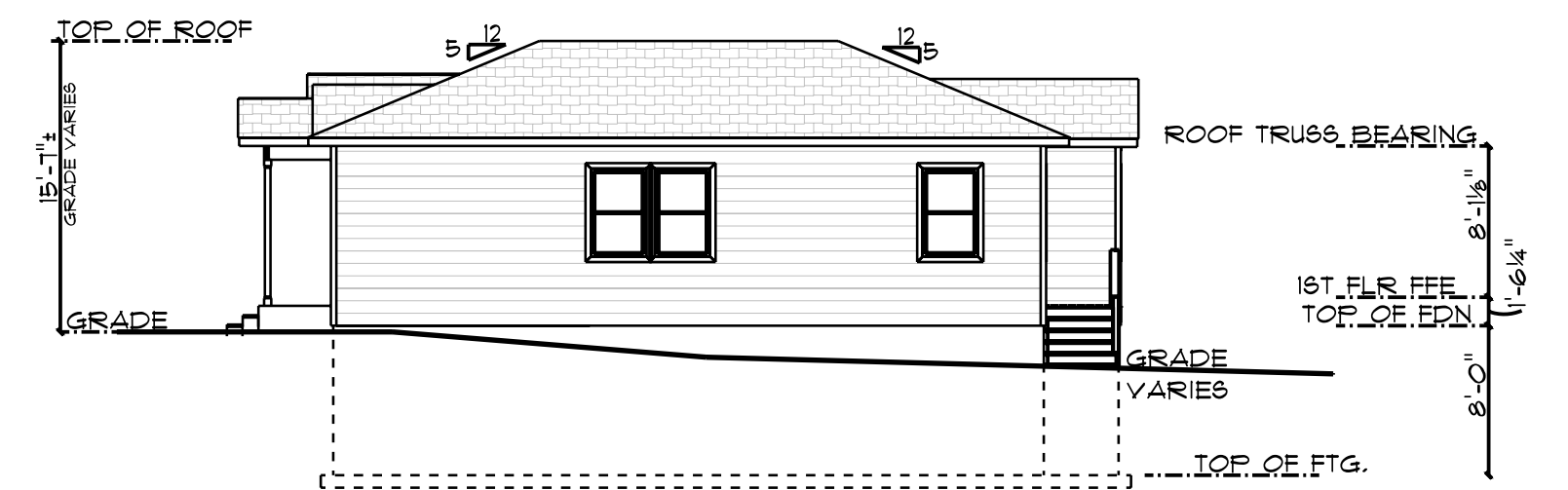
FRONT ELEVATION



LEFT ELEVATION



REAR ELEVATION

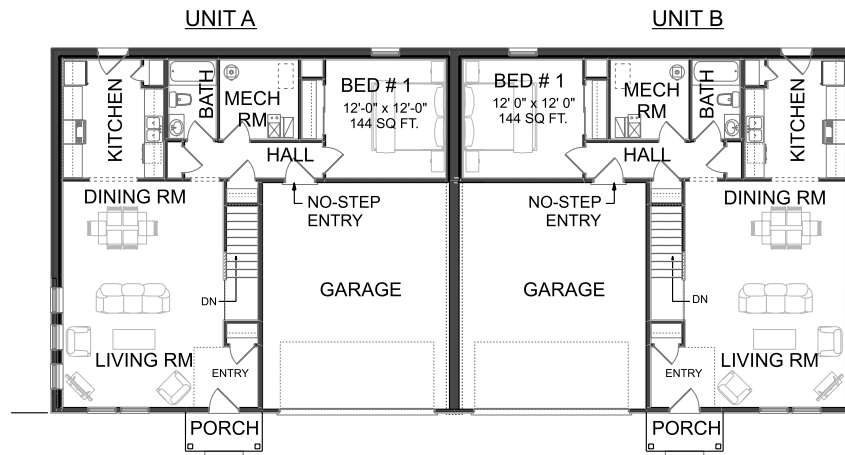


RIGHT ELEVATION

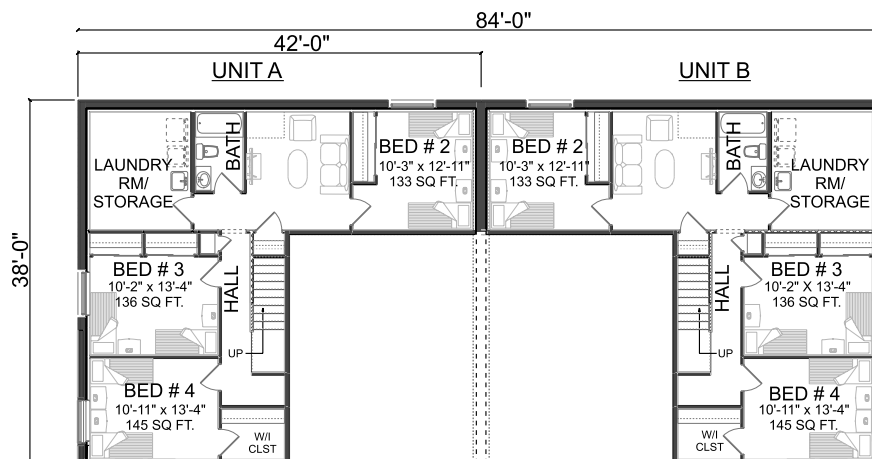
SOUTH UNITS



RENDERING MAY NOT REFLECT ACTUAL
CONSTRUCTED HOUSE



UPPER FLOOR PLAN



LOWER FLOOR PLAN

Height = 16' 6" at front

LP SmartSide Siding
and trim



1954 UNIVERSITY AVE. W.
ST. PAUL, MN 55104

OFFICE: 651-207-1700
FAX: 651-641-8641

MULTI FAMILY DWELLING
SHEPHERD OF THE HILL
CHASKA, MN

MODEL: 26TS4-2 (TWIN)

LOWER LEVEL UNFINISHED SQ. FT. = 190
LOWER LEVEL FINISHED SQ. FT. = 928
UPPER LEVEL SQ. FT. = 1118
TOTAL FINISHED SQ. FT. = 2046
TOTAL SQ. FT. (1 UNIT) = 2236

**UTILITY ROOM IS INCLUDED IN THE UNFINISHED SQ. FOOTAGE
GARAGE IS NOT INCLUDED IN SQ. FOOTAGE

WIP - example of articulation of rear facade to break up length of building. (decks not showing at doorways)



Memorandum

To: City of Chaska Planning Commission
From: Josh Phillips and Nathan Campeau
Subject: Traffic Analysis for Shepherd of the Hill Development
Date: August 23, 2019
Project: 23/10-1029.00
c: Chad Dipman and Mari Ojeda, Twin Cities Habitat For Humanity

Background

As requested by the City of Chaska Planning Commission, Barr Engineering Co. (Barr) has completed the following traffic analysis for the proposed Shepherd of the Hill development located along Crest Avenue just south of Engler Boulevard. The Shepherd of the Hill development proposes 8 new housing units (4 twin homes) on a new cul-de-sac, Niskanen Circle.

As part of the traffic analysis, Barr reviewed the City of Chaska's 2040 Transportation Plan. The 2040 Transportation Plan indicates that the typical average annual daily traffic (AADT) volume for a local street (such as Crest Avenue) is up to 1,000 vehicles.

Analysis

Barr estimated the increased traffic volumes resulting from the proposed development based on values provided in the Institute of Transportation Engineers' (ITE) Trip Generation Manual (10th Edition). The manual provides typical values for various types of land use development. Using the values in this manual, the proposed 8 homes in the Shepherd of the Hill development will generate an estimated 7 trips per day per unit, resulting in a total of 56 trips per day for the entire development.

If the Shepherd of the Hill Presbyterian Church was not there, it is reasonable to assume that the west side of Crest Avenue could have developed similarly to the east side of Crest Avenue with five single family homes. The ITE Trip Generation Manual indicates that five single family homes would have generated an estimated 10 trips per day per home for a total of 50 trips per day.

Conclusion

Assuming the typical AADT volume for Crest Avenue is 1,000 vehicles, the proposed Shepherd of the Hill development will result in a 5.6% volume increase along Crest Avenue. Compared to a scenario of five single family homes along the west side of Crest Avenue, the proposed Shepherd of the Hill development will results in an additional 6 trips per day for less than a 1% volume increase.

No change is expected to the level of service for Crest Avenue compared to either existing conditions (no homes) or a typical local street (five single family homes).

REQUEST FOR ACTION CHASKA CITY COUNCIL 09/16/19

Subject: Appointment of Independent Financial Auditor

Prepared By: Noel Graczyk, Administrative Services Director; and,
Kelly Grinnell, Finance Manager

Background

In accordance with Minnesota State Statutes, the City is required to have an independent auditor perform an annual audit of financial statements as prepared and issued by the City. The recently completed audit of the 2018 fiscal year was the final year of a five-year engagement with the current auditor, Malloy, Montague, Karnowski, Radosevich, and Co., P.A. (MMKR). MMKR has been the independent financial auditor for the City for the past twenty years (1999-2018).

In 2014 the City issued a Request For Proposal (RFP) for audit service. At that time, two firms as finalists were interviewed from six proposals. MMKR was selected based on a combined scoring based on both technical ability and price as well as other factors: 1.) audits of cities similar in scope and size to Chaska, 2.) past willingness to assist the City with implementation of new Government Accounting Standards Board (GASB) statements, and, 3.) knowledge of ongoing efforts by the City to implement a new ERP financial system (MUNIS).

Before issuing a new RFP for audit services for the 2019-2023 five-year period, the City first requested MMKR to consider submitting a proposal for a new five-year engagement. This request was made since three of four leads in the eight-member finance team have been with the City less than one year.

MMKR agreed to provide a new five-year proposal to continue to perform annual audits for both the City and the Chaska Fire Department Relief Association (CFDRA), see attached City and CFDRA proposals. Each year of the proposed five-year engagement is a separate engagement which provides the City with the right to change auditors during the five-year period.

One change now included in the City proposal, as recommended by the City, is for the stated annual fee to include issuance of up to three series of bonds each year. If the City issues four or more bonds, then the City will discuss with MMKR additional fees based on both number and type of bonds as issued. This change is consistent with language in prior MMKR proposals that provides for additional fees if the scope of services expands beyond a normal annual level. Stating three new bond series are included addresses additional work as required to be provided by the auditor for four or more series of bonds. This was an issue in 2017 when MMKR provided significant additional services following issuance by the City of seven series of bonds including several refunding's and cross-over advance refunding's.

Annual fees as proposed by MMKR for both the City and Chaska Fire Relief audits are as follows:

Year	City	CFDRA
2019	\$48,000	\$6,820
2020	\$49,690	\$6,970
2021	\$51,410	\$7,120
2022	\$52,890	\$7,275
2023	\$54,385	\$7,430

Recommendation

Staff recommends that MMKR be appointed as the independent financial auditor for both the City and the CFDRA audits for fiscal years ending December 31, 2019 through 2023.

CITY COUNCIL ACTION REQUESTED

Motion to appoint Malloy, Montague, Karnowski, Radosevich, and Co., P.A. as the independent financial auditor for the 2019 through 2023 fiscal-year audits.



DOLLAR COST BID PROPOSAL

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE CITY OF CHASKA, MINNESOTA FOR PROFESSIONAL AUDITING SERVICES

**FOR FISCAL YEARS ENDING
DECEMBER 31, 2019, 2020, 2021, 2022, AND 2023**

**WILLIAM J. LAUER, PRINCIPAL
E-MAIL: BLAUER@MMKR.COM
952.545.0424**

**JACLYN M. HUEGEL, PRINCIPAL
E-MAIL: JHUEGEL@MMKR.COM
952.545.0424**

MMKR
CERTIFIED PUBLIC
ACCOUNTANTS

MALLOY
MONTAGUE
KARNOWSKI
RADOSEVICH
& Co., P.A.

5353 Wayzata Boulevard • Suite 410 • Minneapolis, MN 55416
Telephone: 952-545-0424 Fax: 952-545-0569
website: www.mmkr.com

September 9, 2019

Mr. Noel Graczyk
 Director of Administrative Services
 City of Chaska
 One City Hall Plaza
 Chaska, MN 55318-1962

Dear Mr. Graczyk:

We are pleased to submit this proposal to provide auditing services for the City of Chaska (the City) for the fiscal years ending December 31, 2019, 2020, 2021, 2022, and 2023, subject to the City's annual review and approval.

Our audits will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial and compliance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the provisions of the *Legal Compliance Audit Guide* promulgated by the State Auditor pursuant to Minnesota Statutes § 6.65; and any other applicable state or federal audit guide. We will review the City's internal control and test accordingly.

We anticipate issuing the following report letters in relation to the City's audit:

1. A report on the fair presentation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America, with an "in relation to" opinion on the combining and individual fund financial statements and supporting schedules.
2. A report on compliance and on internal control over financial reporting based on an audit of financial statements performed in accordance with *Government Auditing Standards*.
3. A report on compliance with Minnesota State Laws and Regulations.

We understand the City does not expect to earn more than \$750,000 of federal awards annually and, accordingly, is not expected to need a single audit of federal awards expenditures.

We will also provide a management report to communicate comments and recommendations as a result of the audit, including: a discussion of any internal control-related or compliance findings resulting from the current year audit; recommendations to management on improving its accounting system and financial reports; an update on prior year audit issues; and the formal communications to the City's finance committee or its equivalent as required by Statement on Auditing Standards No. 114, *The Auditor's Communication With Those Charged With Governance*.

We understand that you will provide us with the basic information required for our audit and that you are responsible for the accuracy and completeness of that information. We will advise you about appropriate accounting principles and their application and will assist in the preparation of your financial statements, but the responsibility for the financial statements remains with you. This responsibility includes the maintenance of adequate records and related internal control policies, the selection and application of accounting principles, and the safeguarding of assets.

The assistance to be supplied by your personnel, including the preparation of schedules and analysis of accounts, typing all cash or other confirmations we request, and locating any invoices selected by us for testing, will be discussed and coordinated with you.

We understand that the City will be responsible for preparing the initial draft of the financial statements, notes, and supplementary schedules; as well as editing, printing, and binding the documents. Prior to issuance of the final audit reports, we shall review the management report, internal control letters, and any required compliance reports with the City's management.

Our audit is not specifically designed and cannot be relied on to disclose material weaknesses or significant deficiencies in the design or operation of the internal control. However, if our audit procedures indicate that material errors, illegal acts, or other irregularities might exist, we will make an immediate, written report to the City's finance director, City Council, and/or other city officials, as appropriate.

Our fees for these services will be based on the actual time spent at our standard hourly rates, plus travel and other out-of-pocket costs such as report production, postage, mileage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable upon presentation. The anticipated fees for the indicated services are shown on the Schedule of Professional Fees and Expenses included in this Dollar Cost Bid Proposal.

The fees charged are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If we find that additional audit procedures are required, or if additional services are requested by the City, those services will be billed at our standard hourly rates. Additional audit procedures might be required for certain accounting issues or events such as new contractual agreements, new accounting and auditing standards, transactions and legal requirements of new bond issues, new funds, major capital projects, if there is an indication of misappropriation or misuse of public funds, or if significant difficulties are encountered due to the lack of accounting records, incomplete records, or turnover in the City's staff. Our proposal assumes a maximum of three bond issues each year.

Our proposal assumes that the City will be responsible for preparing substantially all financial schedules and other information required for the audit, as has been the case in our previous audit engagements with the City. The cost of any additional accounting assistance performed at the request of the City will be based on the actual time required and the hourly rates of the individuals performing the services.

We will not perform extended services at a cost to the City unless so authorized by the appropriate city officials.

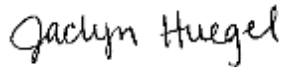
We hope you will give our firm and proposal due consideration. We will continue to give the City's Council and management the quality service you expect from your auditors. If you have any questions, please contact William J. Lauer, Principal or Jaclyn M. Huegel, Principal. This proposal covers the fiscal years ending December 31, 2019, 2020, 2021, 2022, and 2023, and is a firm and irrevocable offer for a period of ninety (90) days.

Sincerely,

MALLOY, MONTAGUE, KARNOWSKI, RADOSEVICH & CO., P.A.



William J. Lauer, CPA
Principal



Jaclyn M. Huegel, CPA
Principal

WJL:JMH:lmb

City of Chaska, Minnesota

Schedule of Professional Fees and Expenses
For Professional Auditing Services

Estimated fees for the fiscal years ending December 31, 2019, 2020, 2021, 2022, and 2023:

Year Ending December 31,	Hours	Base Audit Fee
2019	400	\$ 48,000
2020	410	49,690
2021	420	51,410
2022	430	52,890
2023	440	54,385
Total		<u>\$ 256,375</u>

We certify that we are entitled to represent Malloy, Montague, Karnowski, Radosevich & Co., P.A., empowered to submit the bid, and authorized to sign a contract with the City of Chaska, Minnesota.

Signed: William J. Lauer
William J. Lauer, CPA
Principal

Signed: Jaclyn Huegel
Jaclyn M. Huegel, CPA
Principal



DOLLAR COST BID PROPOSAL

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE CHASKA FIRE DEPARTMENT RELIEF ASSOCIATION FOR PROFESSIONAL AUDITING SERVICES

**FOR FISCAL YEARS ENDING
DECEMBER 31, 2019, 2020, 2021, 2022, AND 2023**

**WILLIAM J. LAUER, PRINCIPAL
E-MAIL: BLAUER@MMKR.COM
952.545.0424**

**JACLYN M. HUEGEL, PRINCIPAL
E-MAIL: JHUEGEL@MMKR.COM
952.545.0424**



**MALLOY
MONTAGUE
KARNOWSKI
RADOSEVICH
& Co., P.A.**

5353 Wayzata Boulevard • Suite 410 • Minneapolis, MN 55416
Telephone: 952-545-0424 Fax: 952-545-0569
website: www.mmkr.com

September 9, 2019

Mr. Noel Graczyk
 Chaska Fire Department Relief Association
 One City Hall Plaza
 Chaska, MN 55318-1962

Dear Mr. Graczyk:

We are pleased to submit this proposal to provide auditing services for the Chaska Fire Department Relief Association (the Association) for the fiscal years ending December 31, 2019, 2020, 2021, 2022, and 2023, subject to the Association's annual review and approval.

Our audits will be conducted in accordance with auditing standards generally accepted in the United States of America; the provisions of the *Legal Compliance Audit Guide* promulgated by the State Auditor pursuant to Minnesota Statutes § 6.65; and any other applicable state or federal audit guide. We will review the Association's internal control and test accordingly.

We anticipate issuing the following report letters in relation to the Association's audit:

1. A report on the fair presentation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America, with an "in relation to" opinion on the combining and individual fund financial statements and supporting schedules.
2. A report on internal control over financial reporting.
3. A report on compliance with Minnesota State Laws and Regulations.

We will also provide a management report to communicate comments and recommendations as a result of the audit, including: a discussion of any internal control-related or compliance findings resulting from the current year audit; recommendations to management on improving its accounting system and financial reports; an update on prior year audit issues; and the formal communications to the Association's finance committee or its equivalent as required by Statement on Auditing Standards No. 114, *The Auditor's Communication With Those Charged With Governance*.

We understand that you will provide us with the basic information required for our audit and that you are responsible for the accuracy and completeness of that information. We will advise you about appropriate accounting principles and their application and will assist in the preparation of your financial statements, but the responsibility for the financial statements remains with you. This responsibility includes the maintenance of adequate records and related internal control policies, the selection and application of accounting principles, and the safeguarding of assets.

The assistance to be supplied by your personnel, including the preparation of schedules and analysis of accounts, typing all cash or other confirmations we request, and locating any invoices selected by us for testing, will be discussed and coordinated with you.

We understand that the Association will be responsible for preparing the initial draft of the financial statements, notes, and supplementary schedules; as well as editing, printing, and binding the documents. Prior to issuance of the final audit reports, we shall review the management report, internal control letters, and any required compliance reports with the Association's management.

Our audit is not specifically designed and cannot be relied on to disclose material weaknesses or significant deficiencies in the design or operation of the internal control. However, if our audit procedures indicate that material errors, illegal acts, or other irregularities might exist, we will make an immediate, written report to the Association's President, Board of Trustees, and/or other officials, as appropriate.

Our fees for these services will be based on the actual time spent at our standard hourly rates, plus travel and other out-of-pocket costs such as report production, typing, postage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable upon presentation. The anticipated fees for the indicated services are shown on the Schedule of Professional Fees and Expenses included in this Dollar Cost Bid Proposal.

The fees charged are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If we find that additional audit procedures are required, or if additional services are requested by the Association, those services will be billed at our standard hourly rates. Additional audit procedures might be required for certain accounting issues or events such as new accounting and auditing standards, an indication of misappropriation or misuse of public funds, or if significant difficulties are encountered due to a lack of accounting records, incomplete records, or turnover in the Association's staff.

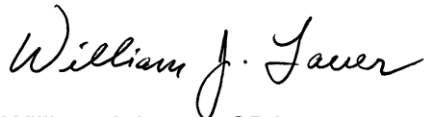
Our proposal assumes that the Association will be responsible for preparing substantially all financial schedules and other information required for the audit, as has been the case in our previous audit engagements with the Association. The cost of any additional accounting assistance performed at the request of the Association will be based on the actual time required and the hourly rates of the individuals performing the services.

We will not perform extended services at a cost to the Association unless so authorized by the appropriate Association officials.

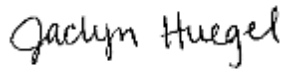
We hope you will give our firm and proposal due consideration. We will continue to give the Association's Board of Trustees and management the quality service you expect from your auditors. If you have any questions, please contact William J. Lauer, Principal or Jaclyn M. Huegel, Principal. This proposal covers the fiscal years ending December 31, 2019, 2020, 2021, 2022, and 2023, and is a firm and irrevocable offer for a period of ninety (90) days.

Sincerely,

MALLOY, MONTAGUE, KARNOWSKI, RADOSEVICH & CO., P.A.

A handwritten signature in black ink that reads "William J. Lauer". The signature is written in a cursive, flowing style.

William J. Lauer, CPA
Principal

A handwritten signature in black ink that reads "Jaclyn Huegel". The signature is written in a cursive, flowing style.

Jaclyn M. Huegel, CPA
Principal

WJL:JMH:lmb

Chaska Fire Department Relief Association
Schedule of Professional Fees and Expenses
For Professional Auditing Services

Estimated fees for the fiscal years ending December 31, 2019, 2020, 2021, 2022, and 2023:

Year Ending December 31,	Hours	Base Audit Fee	Preparation of Federal Tax Forms
2019	60	\$ 5,820	\$ 1,000
2020	60	5,970	1,000
2021	60	6,120	1,000
2022	60	6,275	1,000
2023	60	6,430	1,000
Total		<u>\$ 30,615</u>	<u>\$ 5,000</u>

We certify that we are entitled to represent Malloy, Montague, Karnowski, Radosevich & Co., P.A., empowered to submit the bid, and authorized to sign a contract with the Chaska Fire Department Relief Association, Chaska, Minnesota.

Signed: William J. Lauer
William J. Lauer, CPA
Principal

Signed: Jaclyn Huegel
Jaclyn M. Huegel, CPA
Principal

REQUEST FOR ACTION CHASKA CITY COUNCIL 09/16/2019

Subject: Letter of Intent for Par 30 Improvements with Learning Links of Chaska

Prepared By: Matt Podhradsky-City Administrator

Over the past several months, the City of Chaska has been working in conjunction with a local 501(c)(3) non-profit organization named Learning Links of Chaska to renovate the Par 30 Golf Course. The purpose of this partnership has been to renovate and enhance Chaska's Par 30 Golf Course in a way that not only makes necessary infrastructure and course improvements needed to keep this a viable asset for our community going into the future, but to do it in a way that focusses on makes this course barrier-free, and opens it to all Chaska residents regardless of physical or economic barriers. The objectives jointly developed for this project include:

1. Make the necessary improvements into the Par 30 to allow it to continue functioning as a community-owned golf course facility into the future
2. Design the course to be Barrier-free, not allowing physical or economic barriers to impede people from utilizing this asset
3. Design the course to have a positive environmental impact
4. Design the course to be economically sustainable, both from a maintenance perspective and by diversifying the potential revenue streams coming into the course
5. Design the course to be fun and versatile

With the Chaska Par 30 Golf Course turning 50 years old in 2020, and no major improvements having been made to the course over this time period, including irrigation, turf and greens/bunker complex improvements, the Par 30 is an asset that is in need of infrastructure improvements if it is going to remain viable going into the future. As we have been discussing over the past several budget cycles, the irrigation system alone is something that has long outlived its useful life and would cost approximately \$400,000 to replace. We also do not currently own the parking lot serving the Par 30, having to lease 30 spaces from the Goodman Group for an annual payment of \$14,000 per year. With the Par 30 just breaking even from an operational standpoint, this lease payment is a significant hit to our budget every year and has not allowed us to put money away to support necessary capital improvements. We have worked to create a plan to allow the parking to be moved onto property we will own on the east side of the course along Hudertmark to give us some options. If we were to complete the necessary improvements to keep the Par 30 functioning in exactly the same way it has functioned over its history, the following are the minimum improvements we would need to complete within the next few years and the estimated costs to replace them:

- Irrigation Replacement: \$400,000
- Parking Lot Construction (\$10,000 per stall for 30 stalls): \$300,000

In addition to this, we would also have some dollars that we would need to allocate to either moving or rebuilding the clubhouse facility to better align with parking on the site. In any case, we have some expense that we will need to put back into the Par 30 sometime in the future that will likely be in the \$700,000-\$1,000,000 range, if we decide this is an asset that we want to keep. We will have no choice to replace the irrigation, and the parking will be something that we will want to do to save money on leasing these spaces over the long-term.

As we have talked about a potential partnership with the Learning Links of Chaska, what we have discussed is having the City's financial contribution towards the project reflect an amount equivalent to what we would likely put into general renovations of the course if we were to just do it ourselves. This would allow the Learning Links of Chaska's financial contribution to be focused on allowing us to bring the course to a higher level and meet the overall objectives of making it a "barrier free" course.

Throughout the spring of this year, the Learning Links of Chaska and the City engaged in a process to not only design a concept plan for the site, but to also price out all the improvements needed to implement the plan. As part of that process, the project was divided into two phases, with the first phase including actual improvements to the Course itself, such as grading, irrigation, drainage, stormwater management, seeding the course, putting green construction, parking and a temporary clubhouse. Phase 2 would be the construction of the permanent clubhouse and any shelters on the course. The total estimated costs for Phase I is estimated to be \$1,500,000, inclusive of the design fees. The cost of Phase 2 would yet to be determined, depending on exactly what type of clubhouse facility we would mutually agree is necessary for the new design. While we have not developed any specific plans for this clubhouse, the City has generally said that it could be expected that our contribution to this phase of the project would be based on what we would normally have to put towards the move/construction of a basic facility for this site, and that anything above and beyond to support the Learning Links of Chaska's mission would be their contribution.

Based on the concept of having the City financially contribute to the project at a level that we would if we were to complete basic improvements ourselves, we have felt that a fair contribution amount from the City towards the Phase I costs would be \$750,000, with the future contribution towards Phase II determined on based on the concept of us contributing at a level of what it would cost of normally to build/construct a basic facility on this site.. Neither one of the phases would begin until we have a financial commitment from the Learning Links of Chaska for their dollars supporting that phase's construction. Financing of this project for 20 years would bring an annual debt service payment of approximately \$55,000 annually. \$14,000 of this debt service could be covered by our savings on not having to continue leasing parking spaces. This would leave approximately \$40,000 annually that we would need to support through the operations revenue of the course. This could be covered through an additional 3,500 rounds per year, something that the course has the capacity to attain each year (we are currently at about 14,000 rounds per year-in the early 2000s we were close to 30,000 rounds per year). With the Learning Links of Chaska project improvements and programing, it is more feasible to attain these additional rounds given that it will add value to the course and the ability to program it to a wider array of individuals. If we were to make general improvements to the Par 30 ourselves, the financial investment would be to replicate what we already have,

which may not generate any additional rounds but keep us steady at the rounds we have seen hold constant for several years.

With the Learning Links of Chaska now moving fully forward with their fundraising efforts, and with a need for them to be able to share with their potential donors what a partnership with the City might look like, we both felt it was important to develop a Letter of Intent identifying the major components of the project. While we would still need to develop a formal agreement before the project could officially move forward and be constructed, this LOI would identify the major conditions that we would conceptually utilize in the final agreement. The proposed conditions of this Letter of Intent would include:

Learning Links of Chaska will:

- Establish a fundraising goal of \$750,000 to fund Phase I of the Par 30 renovation, which can include both cash and in-kind contributions
- Raise a total of \$750,000 towards Phase 1 of the project, with up to \$50,000 going towards 50% of the costs of the detailed design of the improvements (need to provide by December 1, 2019) and remainder going towards construction of the course (needed prior to construction on the course beginning).
- Raise dollars to support the construction of the Phase II at an amount to cover above and beyond a basic facility
- Review and approve final Phase 1 construction plans
- Assist in marketing the project to end-users
- Actively participate with City staff in the development of programs and activities that promote accessible, barrier free and adaptive golf

City of Chaska will:

- Commit to redeveloping the Par 30 based on the approved Concept Plan and to engage Artisan Golf Design (architect that completed the concept plan) as the designer, project manager and shaper of the improvements
- Adopt the construction approach and methodology outlined in the Concept Plan
- Commit up to \$750,000 towards the Phase 1 of the project
- Commit dollars towards Phase II of the project in an amount that would cover the costs of a basic replacement facility (amount still to be determined based on agreed upon plans)
- Initiate, manage and share in 50% of costs for putting together detailed design and planning activities for Phase I, up to \$50,000 (part of overall \$750,000 contribution)
- Initiate and manage the construction activities of Phase 1 after the Learning Links of Chaska has provided enough documentation that it has secured a minimum of \$750,000 towards the project
- Initiate Phase 2 of the project once the Learning Links of Chaska has demonstrated that it has raised enough funding to cover any costs above and beyond the City's contribution
- Authorize certain naming/recognition rights to Learning Links within the project to recognize funders of the project
- Upon completion of the project, agree to allocate a minimum of 6,000 rounds of golf annually to youth, disabled or other under-represented groups as recommended by the

Learning Links Board. Up to 2,000 of these rounds will be made available at no cost for the board of the Learning Links to utilize towards its programming. This will continue for 25 years

- Develop programming that is geared towards those the Learning Links of Chaska is hoping to serve.

As mentioned previously, this Letter of Intent makes up the general conditions upon which we would develop a formal agreement with the Learning Links of Chaska prior to a project going forward, and at this time is not an obligation by either party to move forward. It is instead meant to start creating expectations around which this project will be developed, and to provide the Learning Links of Chaska with a better picture of how this partnership will likely be structured for any potential donors.

Given that this helps the City of Chaska make improvements we would have to make regardless into the Par 30 to keep it viable, and is done in a way that helps enhance the course and who it serves, and keeps our financial contribution at a level that we would have to put into the course if we were to do this ourselves, we do think that this is a good direction to move.

For this reason, Staff is recommending approving this letter of intent and authorizing the City Administrator to enter into this attached Letter of Intent to allow the project to move forward with fundraising. Based on fundraising activities to date, it would be the intent of the Learning Links of Chaska Board to complete their fundraising activities by mid-winter of 2020, allowing these improvements to move forward in the summer of 2020.

CITY COUNCIL ACTION REQUESTED

Motion to approve the Letter of Intent between the City of Chaska and the Learning Links of Chaska to move forward with the proposed project at the Par 30 Golf Course and to authorize the City Administrator to enter this LOI on behalf of the City of Chaska.

MASTER PLAN

Chaska Par 30

July 2019

Prepared by:



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1. Introduction
2. Project Description
3. Stakeholder Engagement
4. Site Study
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8. General Design Principles
9. Rendering of Schematic Design
10. Key Elements of our Schematic Design
11. Specifics About Each Part of the Design
12. Implementation Plan
13. Preliminary Golf Course Budget
14. Inspiration
15. Sustainability Certification
16. Summary

APPENDICES

- a. Site Plan
- b. Green and Tee Typical
- c. Conceptual Drainage Plan
- d. Preliminary Irrigation Coverage Plan
- e. Preliminary Works Schedule
- f. About Artisan Golf Design

1. INTRODUCTION

This document pertains to the renovation of the Chaska Par 30 golf course, in the City of Chaska, Minnesota. The document is titled “Master Plan” due to its function as a framework for the renovation. It is a working document that is designed to outline a series of renovation goals and design principles, and ways in which to implement these.

In late 2018 Artisan Golf Design was selected to lead concept development for the renovation of the Par 30. We thank the Learning Links Design Committee for its ongoing support and direction:

- Tim Anderson, Founder, Learning Links
- John Kellin, City of Chaska
- Eric Gidlow, Learning Links Board
- Jim Lahl, Learning Links Board
- Luke Melchert, Learning Links Board
- Susan Neuville, Learning Links Board
- Dave Pokorney, Learning Links Board
- Brian Horgan, University of Minnesota

We also recognise the Design Team members and City and County representatives who contributed to the formulation of this plan:

- Tom Mead, Sustainable Golf Solutions
- Ian Williams and Don Mahaffey, Green Irrigation Solutions
- Eric Lembke, Stantec Engineering
- Tim Sundby, Carver County Water Management Organization
- John Slack, Perkins + Will
- Mark Wentzell and Zach Finstrom, 292 Design Group

Finally, we would not have reached this stage without the tireless efforts of Learning Links Executive Director Eric Snyder.

We now present our schematic design, and a preliminary schedule and budget for the proposed works.

2. PROJECT DESCRIPTION

The following description was provided by Learning Links in its Design Partner Request for Proposals:

When completed, our renovated Learning Links/Chaska Par 30 course will serve as a national demonstration site that successfully blends the concepts of:

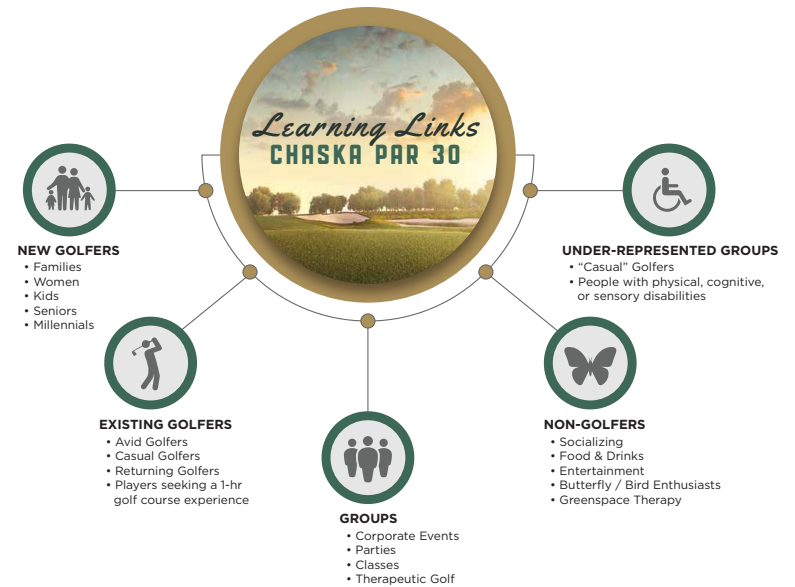
- Inclusive, accessible golf
- Environmental stewardship and sustainable course management practices; and
- Imaginative, unpretentious course design that draws golfers of all skills and abilities.

We believe that these trends have an important role to play in shaping the future growth of the game and intend for our renovated Par 30 course to set a new, replicable standards in these areas. Our vision is ambitious and hinges fundamentally on creative, talented course design.

When completed, the renovated Par 30 will be:

- A national demonstration project that shows how golf course design can grow the game by appealing to new populations – especially golfers with physical and sensory impairments;
- a showcase and laboratory that integrates the latest golf industry research in the areas of sustainable management and environmental impact;
- a learning and training center for new and returning golfers of all ages and abilities;
- inviting and fun for golfers of all skill levels – from beginner to pro – incorporating design features from other popular short courses around the nation; and
- most importantly, a place where people can come together as full members of the community – around their common passion for golf.

By redesigning the Chaska Par 30 to reflect these aspirations, we will open up the sport to thousands of new players, foster a greater sense of community and create a model for the growth and sustainability of golf that can be replicated across the country.



A number of priority customer groups has been identified by Learning Links and the City of Chaska.

Suggested Project Phases

1. Site Diligence, Programming & Initial Design (Q1–Q2 2019)

- Identify current site conditions, limitations and mitigations.
- Solicit and incorporate design input from individuals with expertise in the areas of accessible golf, environmental stewardship and successful short-course design.
- Create a set of concept design documents for the Chaska Par 30 course in sufficient detail to accurately establish project budgets and timelines.

2. Detailed Design & Construction Documents (Q1–Q2 2020)

3. Public Bid/Award Process & Construction Management (Q3 2020–Q3 2021)

3. STAKEHOLDER ENGAGEMENT

In March 2019 two design worksessions were held with community stakeholders, subject topic experts, City staff, design committee and design team members to engage in a conversation about the future of the Chaska Par 30 course. The worksessions focused on two specific topics:

1. Inclusive barrier-free golf
2. Sustainable golf

The feedback from the stakeholder sessions was incorporated into the following key design guidelines:

Course

- Enhanced, welcoming golf experience
- Accessible, barrier-free
- Flexible design
- Accommodate training and lessons
- Facilitate “success loops” that don’t require completing an entire round
- Integrate shade/rest areas
- Incorporate uses for non-golfers
- Help the Par 30 be a better neighbor to surrounding property owners and the environment
- Ensure the Par 30 is affordable to build, maintain and play

Clubhouse

- Welcoming, natural
- Barrier-free (ADA +)
- Focused on outdoors
- Enhanced pre- and post-golf experience
- Sustainable, environmentally-friendly
- Flexible community gathering space
- Begin with “minimally viable footprint” and allow for future expansion

On the basis of the project description, feedback received during the stakeholder engagement process, and site visits to Chaska, our firm set out to research the history of the Par 30 and prepare plans for the renovation, as follows:

4. SITE STUDY

Geotechnical analysis undertaken by the Braun Intertec Corporation of Minneapolis notes that:

Robert Trent Jones designed the Chaska Par 30 Golf Course, which opened in 1971. The site was primarily used as farmland prior to the construction of the course. The golf course is generally bounded by Lake Hazeltine to the east, Hazeltine Boulevard to the west and south, and the Chicago, Milwaukee, St. Paul & Pacific Railroad to the north.

The property is a gentle bathtub shape. A 1963 aerial photograph shows stormwater being managed via a network of agricultural ditches. A low-lying area can be seen at the centre of the site. Research by Stantec, the City of Chaska’s engineering firm, suggests that this used to be a ‘wet meadow’.



Ditches conveying stormwater to the outflow under the Chicago, Milwaukee, St Paul & Pacific railroad can be seen in this 1963 aerial.

Artisan Golf Design made three visits to the Par 30 between March and June 2019, meeting with design team members, local engineers, City leaders, and representatives of local agencies. We also took the opportunity to research the development of the golf course by consulting primary source materials at:

5. THE ROBERT TRENT JONES ARCHIVES

Artisan Golf Design visited the Rare Manuscript Archive in the Kroch Library at Cornell University in Ithaca, New York, which has preserved the plans and project correspondence for around eight-hundred Robert Trent Jones Sr. design projects. Four-hundred of these were built, in every corner of the world.

A review the Chaska Par 30 file revealed that:

- The town of Jonathan hired Robert Trent Jones and his construction firm to design and build the ‘Hazeltine Par 3 Course’
- Jones’ objective was to build a demanding short course—conceptual routings showed multiple holes playing to the peninsula in the centre of the lake
- There were no properties adjacent to the golf course when it was designed
- RTJ Design Associate Roger Rulewich was the project lead

6. SHORT COURSES

Short form golf is resurgent in North America. Resort destinations Bandon Dunes, Sand Valley and Pinehurst offer compact 13, 17, and 9-hole courses that are packed with golf architecture and wildly popular with guests. For urban communities, however, it is the revitalisation of city short courses such as Winter Park Nine, Goat Hill Park and Canal Shores that is most compelling.

The USGA’s PLAY9 initiative promotes a condensed version of the game. From CEO Mike Davis:

“The PLAY9 program offers a fun entry point into the game for newcomers while providing a way for golfers to balance their love of the game with their demanding schedules, we have seen the impact to date and the awareness it has built around enjoying nine holes with friends and family.”

As we consider the next fifty years of golf at Chaska Par 30, and how we might welcomes golfers with mobility challenges, it’s reassuring to know that our efforts are part of a national movement.

7. BEING ‘JUST ONE OF THE FOURSOME’

In January 2016 the USGA and R&A released “Modified Rules” for golfers with disabilities, which recognise that many lies which are playable for an able-bodied golfer are impossible or dangerous for lower extremity amputee and wheelchair golfers:

Rule 28 (Ball Unplayable)

While it is accepted that one able-bodied golfer may attempt and successfully execute a stroke with a ball that another able-bodied golfer may have deemed unplayable, the problems faced by wheelchair golfers are much more marked. Wheelchair golfers encounter specific problems in playing golf and maneuvering themselves into position to make a stroke, often due to the uneven terrain present on most golf courses.

For example, a ball just off the fairway in trees or a ball on a moderate slope may be unplayable due to the difficulty of getting there or the risk of the wheelchair toppling over. Moreover, a ball in a bunker may be difficult, if not impossible, to play due to the bunker design. For example, a steep face or edge may prevent a wheelchair golfer entering or exiting the bunker, and soft and deep sand may hinder movement such that the wheelchair golfer cannot get to his ball or adjust his position to comfortably take his stance.

Bunker design might be the most difficult aspect of presenting a barrier free golf course. ‘Zero-entry’ bunkers have been trialed in the US but these have functional issues.

USGA best practices for accessible golf courses state that:

Flat floors rather than concave floors make bunkers easier to navigate [for adaptive golfers].

Flat bunker floors are common in links architecture as golf balls are likely to plug close to a steep face or edge, thus making the bunker more penal in nature.

Learning Links’ vision is that adaptive golfers will have the opportunity to be ‘just one of the foursome’. The compromises required to create accessible bunkers, which increase the potential for all golfers to find unplayable lies in these hazards, make their value questionable.

8. GENERAL PRINCIPLES FOR THE RENOVATION

General principles for the renovation, which have been established via charrettes with the Board and Design Committee of Learning Links, and through consultation with experts from local government agencies, can be summarised as follows:

- Ensure that 'in-play' landforms are 100% accessible to golfers who require wheeled vehicles
- Embrace a more forgiving, strategic and fun design philosophy
- Route play away from the lakes
- Increase ease-of-maintenance for a solo greenkeeper
- Improve safety for golfers and neighbours
- Future-proof the source of irrigation water
- Improve the natural function of the wetland and reinstate authentic landscape character
- Invite golfers to 'hit every club in the bag'
- Reclaim and re-use existing materials wherever possible

Due to the divergence between the playing characteristics of the current Par 30 and the design brief provided by Learning Links, Artisan Golf Design is proposing a redesign of the golf course.

9. RENDERING OF OUR SCHEMATIC DESIGN



10. KEY ELEMENTS OF OUR SCHEMATIC DESIGN

Our schematic design is comprised of the following:

- A welcoming new Clubhouse on Hazeltine Boulevard;
- A new ‘Himalayas’ putting green that focuses activity around the Clubhouse;
- A ten hole Par 30 Golf Course featuring par 2.5 and 3.5 holes;
- A chipping area and practice tee for occasional coaching of beginner groups;
- A flexible routing that lets play continue over nine holes while coaching is taking place;
- Clockwise circulation that sends right-handed slice shots into the centre of the property;
- Continued use of the Goodman Group parking lot;
- Weather/picnic shelters, on-course ADA restrooms, and a storage facility for coaching materials;
- A state-of-the-art irrigation system;
- Stormwater capture and re-use, eliminating the need to supplement irrigation with groundwater;
- ‘Daylighted’ stormwater features that improve surface drainage;
- A restored ‘wet meadow’ that fluctuates naturally with climatic events;
- Restored ‘upland prairie’ vegetation in out-of-play areas;
- A path system that enables safe passage of non-golfers while play is taking place;
- ADA bridges that are suitable for small maintenance vehicles;
- Large freeform teeing areas that enable play from a variety of yardages, and spread wear-and-tear;
- Large and memorable greens;
- Common sense drainage;
- Two heights of cut—greens and everything else; and
- Drought-tolerant and low-input turfgrasses that are easy to maintain.

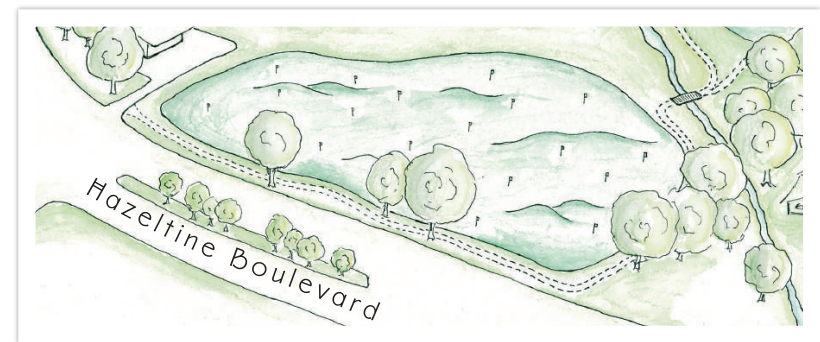
11. SPECIFICS ABOUT EACH PART OF THE DESIGN

Welcoming New Clubhouse

Relocating the Par 30’s Clubhouse to the intersection of Hundertmark Road and Hazeltine Boulevard, just outside the main gate of Hazeltine National Golf Club and adjacent to Hazeltine Plaza, will improve the public presence of the golf course and help to build a culture that is distinct from the activities taking place at the Goodman Group building. F&B can be handled by food trucks.

Himalayas Putting Green

The tried and tested entry point to the game of golf is putting. No coaching is required. A putter and a golf ball are the only equipment necessary. Building an 18-hole Himalayas putting course next to the Clubhouse will enable new golfers to enjoy the feeling of trundling a golf ball over a putting surface, and create a space where experienced golfers can congregate to play matches against one another, and/or work on their putting skills. Focusing activity into this highly visible area will help to drive interest in the renovated Par 30, create a fun base of operations for groups and corporate events, and drive F&B sales at the food truck.



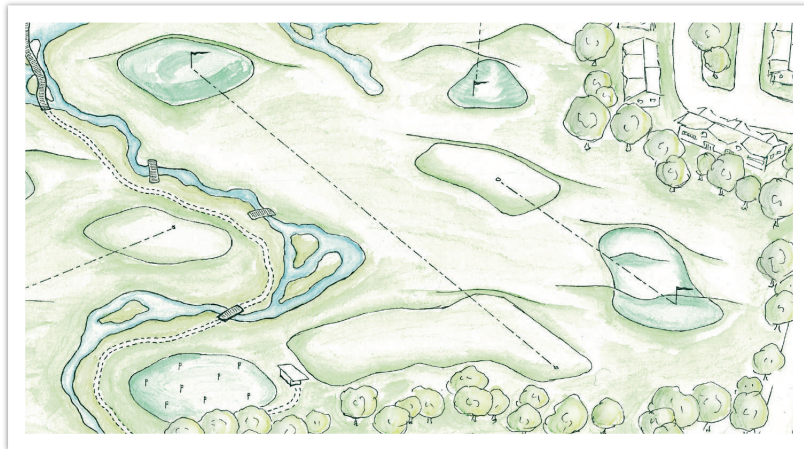
A ‘Himalayas’ putting green will create a highly visible centre of activity around the clubhouse.

Ten Hole Par 30 Golf Course

Short courses typically fall into two categories—‘approach and putt’ courses and ‘executive’ courses. The current Par 30 is an executive course. It asks golfers to hit a number of full length shots. It is desirable to retain this characteristic but adding some ‘approach and putt’ holes will enhance the playing experience for lower ability golfers. Our re-routing of the Par 30 features ten par 3 holes, although some of these would be more accurately described at par 2.5 or par 3.5 holes. Ultimately, all but the longest of hitters will be invited to ‘hit every club in the bag’ at the Par 30.

Chipping Area and Practice Tee

The Par 30 property is not large enough for a full spec practice facility and a fun golf course, but generating revenue while introducing new golfers to the game is feasible. The combination of flexible golf course routing and smart programming will serve these parallel needs. After introducing new golfers to putting, the individuals running coaching events can move them over to the chipping green and then progress to hitting shots of up to 140 yards from a large practice tee to the 8th green, which can be taken out of regulation play and used as a target green.



A chipping green (bottom left), coaching facility and occasional practice tee can be used to help beginners and adaptive golfers develop the skills required to play full golf holes.

Occasional Nine-hole Routing

When the tee sheet is quiet groups with highly specialised needs might be granted exclusive use of the Par 30. However, to be financially self-sufficient golf courses need to generate revenue from everyday play. In reality groups of beginners only require limited space to start making full golf swings. Our flexible routing can cater to the needs of both customer groups. While groups of up to 20 golfers receive coaching on the practice tee, revenue-generating rounds can continue over a nine-hole routing. Regular play would be directed from the 8th tee to the 9th green.

Clockwise Circulation

When the Par 30 was designed in the late 1960s there were no adjacent buildings. These days the Goodman Group offices (to the West) and the rental townhomes at Hazeltine Shores (to the East) are subjected to stray golf balls entering their properties. By reversing the circulation of the Par 30 routing—from counter-clockwise to clockwise—we will ensure that the majority of miss shots (typically big slices by right-handed golfers) travel into the centre of the site, instead of into neighbouring properties.

Goodman Group Parking

The Par 30 is surrounded by hundreds of parking spaces. Building additional impervious surface for golfers to park on would be counter to the sustainability goals identified by Learning Links. Reviewing, revising and extending the existing parking relationship with Goodman Group is desirable.

Shelters, ADA Restrooms and Storage for Coaching Materials

In feedback collected during stakeholder engagement activities it was clear that weather/sun shelters are essential to a golf course that intends to welcome the adaptive golfing community. Thus, a variety of shelters have been proposed for the new Par 30, which are located roughly every two holes of the new routing. A weather/picnic shelter in the charming north-west corner of the property, between holes #2 and #3, will serve a dual purpose as a weather shelter for golfers and a picnic destination for people who are using the network of paths that run through the site. The area between greens #4 and #6, adjacent to a City sanitary sewer and a water main, is the perfect location for ADA restrooms. This structure can also have a shelter component. Finally, a combined shelter and storage facility for coaching materials will be built adjacent to the 9th tee.

State-of-the-art Irrigation System

In Carver County's climate irrigation needs are minimal. Drought conditions can take hold in August, but throughout most of the playing season the Par 30 receives regular rainfall. To meet the goal of equipping the Par 30 for the next 50 years of operations we will build an irrigation system using the finest components available. Our irrigation design partner, Green Irrigation Solutions, has a reputation for creativity and for spec'ing systems that deliver premier turf conditions via super-minimal use of heads. To ensure that high traffic areas of the Par 30 can be kept in perfect condition, the proposed system focuses on green and tee coverage. Fairway coverage is a traditional 'single-row' style that will be used primarily during the grow-in, and ensure that grass can be kept alive during drought periods.

Stormwater Capture and Re-use

13.8 acres of impervious surface conveys stormwater into the Par 30 site. By excavating the central pond to create enough holding capacity to handle 100% of irrigation needs, and rerouting stormwater intake directly into this feature, the Par 30 will stop using groundwater for irrigation. Subsequent filtration through turfgrass and natural vegetation will ensure that the water discharged from the Par 30 is significantly cleaner than the water that arrived.

'Daylighted' Stormwater Features

Drying out the soils at the Par 30 is a major aspect of fulfilling the accessibility and maintainability goals of Learning Links and the City of Chaska. 'Daylighting' stormwater (1) enhance surface and sub-surface drainage (2) adds character and strategy to golf holes, and (3) creates naturalised habitat corridors that enable pollinators and other wildlife to move around the site. The proposed features would also slow down the rate that stormwater enters and leaves the outer lake, further cleaning it on its journey through the site.

Restored Wet Meadow

Old aerial pictures show that prior to its development as a golf course the Par 30 was a wet meadow. Artisan Golf Design team member and sustainable golf expert Tom Mead proposed reinstating these wet meadow characteristics to the outer lake, which will have numerous benefits, including (1) lowering the surrounding water table and helping to dry out high organic-content soils, and (2) significantly increasing habitat value. Rather than being a feature that is played up to and across, the outer lake will become an ecologically vibrant hazard that golfers play around.

Restored Upland Prairie Vegetation

Habitat value and the aesthetics of native areas will be enhanced by restoring upland prairie vegetation on creek banks and around the lakes at the centre of the site.

Trail Network For Non-golfers

A network of trails and boardwalks will enable runners, dog-walkers, nature enthusiasts and school groups to safely access the centre of the site while golf is being played.



Enlarging the stormwater retention capacity of the central lake will enable the Par 30 to transition away from the use of groundwater for irrigation. The outer lake can then be restored to its original 'wet meadow' characteristics and fed by a network of 'daylighted' stormwater features that add character and improve surface drainage.

ADA Bridges That Are Suitable For Small Maintenance Vehicles

Golfers and non-golfers will cross the network of creeks using simple but charming bridges that are ADA compliant and capable of carrying maintenance traffic.

Large Free-form Teeing Areas

Wear and tear on a short course is largely focused on its teeing areas. We propose building large free-form teeing areas that can be accessed from any direction in a wheeled vehicle. The ten-hole routing can be set up to play anywhere between 1,389 and 983 yards.

Large and Memorable Greens

Playing experience is determined largely by the character and interest of putting surfaces. The new set of greens at the Par 30 will be generally of a large scale, with a few smaller greens in the mix to add variety. Many short courses feature small greens, but we believe that getting beginners and new golfers onto the green and getting a putter in their hand as soon as possible makes for a more enjoyable playing experience. Furthermore, greens built on a large scale can still feature dramatic elevation changes without compromising accessibility requirements.



Large greens help to spread wear and tear—important when wheeled vehicles are being used. Whimsical shaping, as seen in the proposed ‘saddle’ green on the first hole, will create memorability.

Common Sense Drainage

Geotechnical analysis shows that the Par 30 is built on a deep bed of clay, with high organic content surface layers. As witnessed during an Artisan Golf Design site visit in April 2019, melting ground frost in the upper layers causes ‘heave’ during the spring season. Large areas of the Par 30, notably the 2nd and 3rd fairways in the proposed re-routing, can be impassable by maintenance machines or golf carts for up to six weeks at the start of the season. Ensuring accessibility for golfers who require wheeled vehicles, and facilitating maintenance immediately after the thaw is a priority for our drainage spend. Where we are installing greens and teesmix ‘common sense’ drainage will be used to assist surface drainage. In low and slow-moving fairway areas we will use a two-pronged approach—lowering the

water table and improving surface drainage via a network of creeks, and installing sand slit drainage in flatter areas.

Two Heights of Cut

For a low-input and low-resource golf course simplicity in presentation can render elegant and attractive results. Clearly this approach also has playability benefits—everyone prefers playing from the fairway. The benefits of maintaining the Par 30 with only two heights of cut will include (1) fewer mowers and a simpler mowing program, and (2) increased pace of play.

Drought-tolerant Low-input Turfgrasses

The grassing plan for the Par 30 features one unique requirement: the turfgrasses selected for greens must be able to withstand elevated levels of wheel traffic from mobility devices. We propose using cultivars that are disease and drought tolerant, and easily maintainable on a low budget.

12.IMPLEMENTATION PLAN

The proposed time limit for executing the project is 24 months. While more detailed planning is required, the sequencing of project implementation could look like the following:

GOLF	
Planning, Permitting	July—December 2019
Construction Awards, Mobilization, Staging	January—March 2020
Mass Excavation, Major Drainage	April—May 2020
Shaping, Feature Construction	April—July 2020
Drainage & Irrigation	May—July 2020
Finishing & Grassing	July—August 2020
Grow-In	August 2020—July 2021
BUILDINGS	
Planning, Design, Specification	August 2020—February 2021
Construction	March—June 2021
SOFT OPENING	July 2021

13. PRELIMINARY GOLF COURSE BUDGET

Stormwater Retention & Irrigation System	USD 400,000
Drainage	USD 150,000
Greens, Tees & Playing Areas	USD 350,000
Equipment & Fuel	USD 100,000
Design & Build Team, Consultants	USD 250,000
Total Preliminary Budget (inc. contingency)	USD 1,400,000

14. INSPIRATION

Artisan Golf Design has extensive experience of golf course construction in heavy soils, most notably St. Emilion Golf Club, in St. Emilion, France, Brambles Club in Northern California (in progress), and the Cabot Short Course in Inverness, Nova Scotia (in progress).

The renovations of the Parours Rouge at Royal Golf Dar Es Salam in Morocco, and of Pine Needles in Southern Pines, North Carolina, to which Artisan Golf Design provided shaping services, have received wide acclaim for the combination of artistry and fun in their green complexes.

At the Parours Vert at Royal Golf Dar Es Salam, an Artisan Golf Design redesign of an RTJ Sr. short course in partnership with JHD Golf Course Architects, Benjamin Warren designed and shaped hundreds of yards of creeks that have been noted for their natural appearance and strategic merit.



The 4th green at Brambles Club in Northern California, shaped by Benjamin Warren.



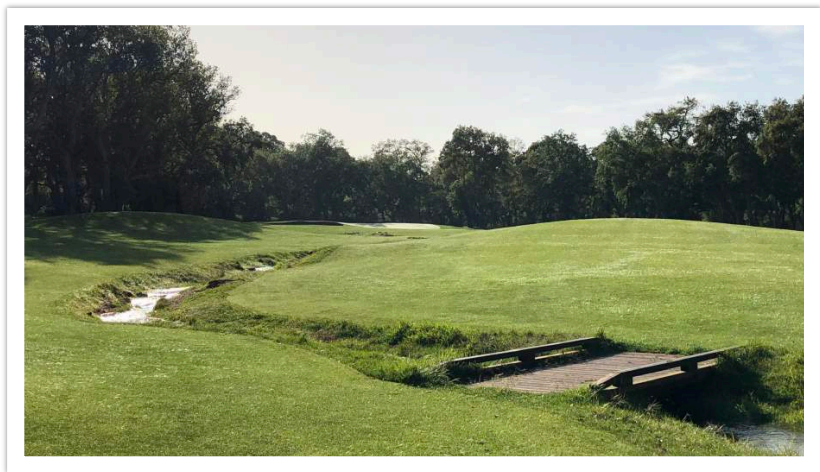
Finishing a heavily undulating green in the heavy wine country soils of St. Emilion, France. Shaping by Renaissance Golf Design Associate Brian Schneider.



This creek at Royal Golf Dar Es Salam in Morocco might serve as inspiration for the new creeks at Chaska Par 30. Shaping by Benjamin Warren.



Design Development for Chaska Par 30.



Further down the same creek at Royal Golf Dar Es Salam. Vehicle bridge built to Artisan Golf Design specifications by local contractor.



The 18th green at Pine Needles, Southern Pines, North Carolina, shaping by Benjamin Warren.
Donald Ross Restoration by Kyle Franz Golf Design.



A simple boardwalk in a wet meadow at Coul Links in Scotland, which may serve as inspiration for the wetland restoration project at Chaska Par 30.



Finishing a green built out of pure sand green at the Rio Olympic Golf Course. The process will be a little slower in Chaska!



Rio Olympic Golf Course, Brazil. Benjamin Warren led a transplant program for architect Hanse Golf Course Design. Hundreds of thousands of native grasses and Atlantic Rainforest species were planted in natural arrangements.



The 1st green on the legendary Parcours Rouge tournament course at Royal Golf Dar Es Salam, shaped by Benjamin Warren. Design by Robert Trent Jones. Restoration by JHD Golf Course Architects.

15.SUSTAINABILITY CERTIFICATION

Artisan Golf Design believes that the goals established for the redesign of Chaska Par 30—and the long-term goals of Learning Links—are a perfect fit for the GEO Certified® Development ecolabel.

GEO's development ecolabel is awarded to new and renovated golf facilities that are driven by nature, resilient in operations and connected to true community values. The programme framework allows fast and effective integration of key sustainability issues to benefit the project throughout.

GEO provides advice across all areas of sustainability, collaborating closely with the project team to help deliver their vision. Each work stage is independently verified by an assured verifier (there is a verifier based in Minneapolis), delivering recognition and credibility for the project as it progresses.

https://sustainable.golf/assets/0005/1563/GEOF_OnCourse_Developments.pdf



16.SUMMARY

We are delighted to submit this preliminary masterplan for the redesign of Chaska Par 30. This document is comprised of (a) a summary and discussion of the project goals, (b) general principles for the redesign that have been shaped by stakeholder input, and (c) the presentation of a schematic design and discussion of its various components.

In the appendices we provide conceptual designs for drainage and irrigation, green and tee 'typicals', and a preliminary schedule.

END OF DOCUMENT

APPENDICES

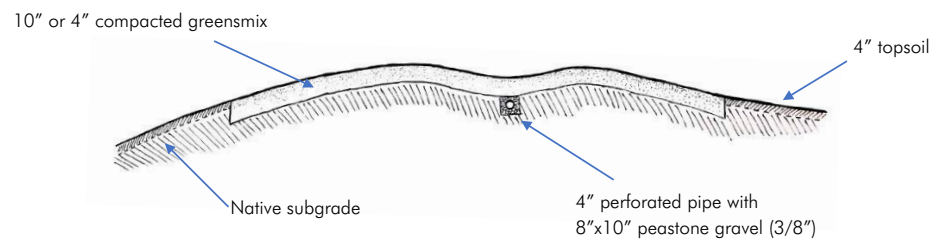
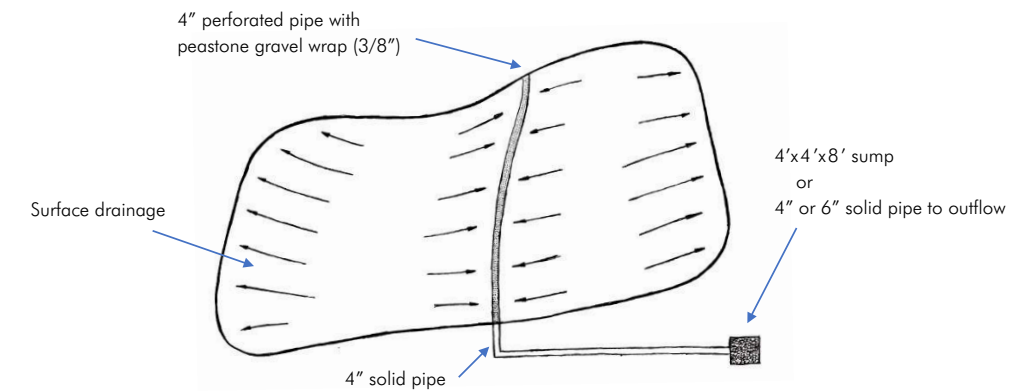
- a. Site Plan
- b. Green and Tee Typicals
- c. Conceptual Drainage Plan
- d. Preliminary Irrigation Coverage Plan
- e. Preliminary Works Schedule
- f. About Artisan Golf Design

a. Site Plan

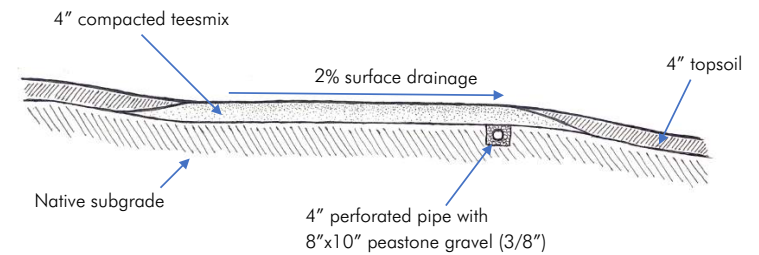


1/1000 Road, North Berwick, Scotland EH20 4AT T: +44 7965 722 995 E: hello@artisangolfdesign

b. Green and Tee Typicals



GREEN TYPICAL

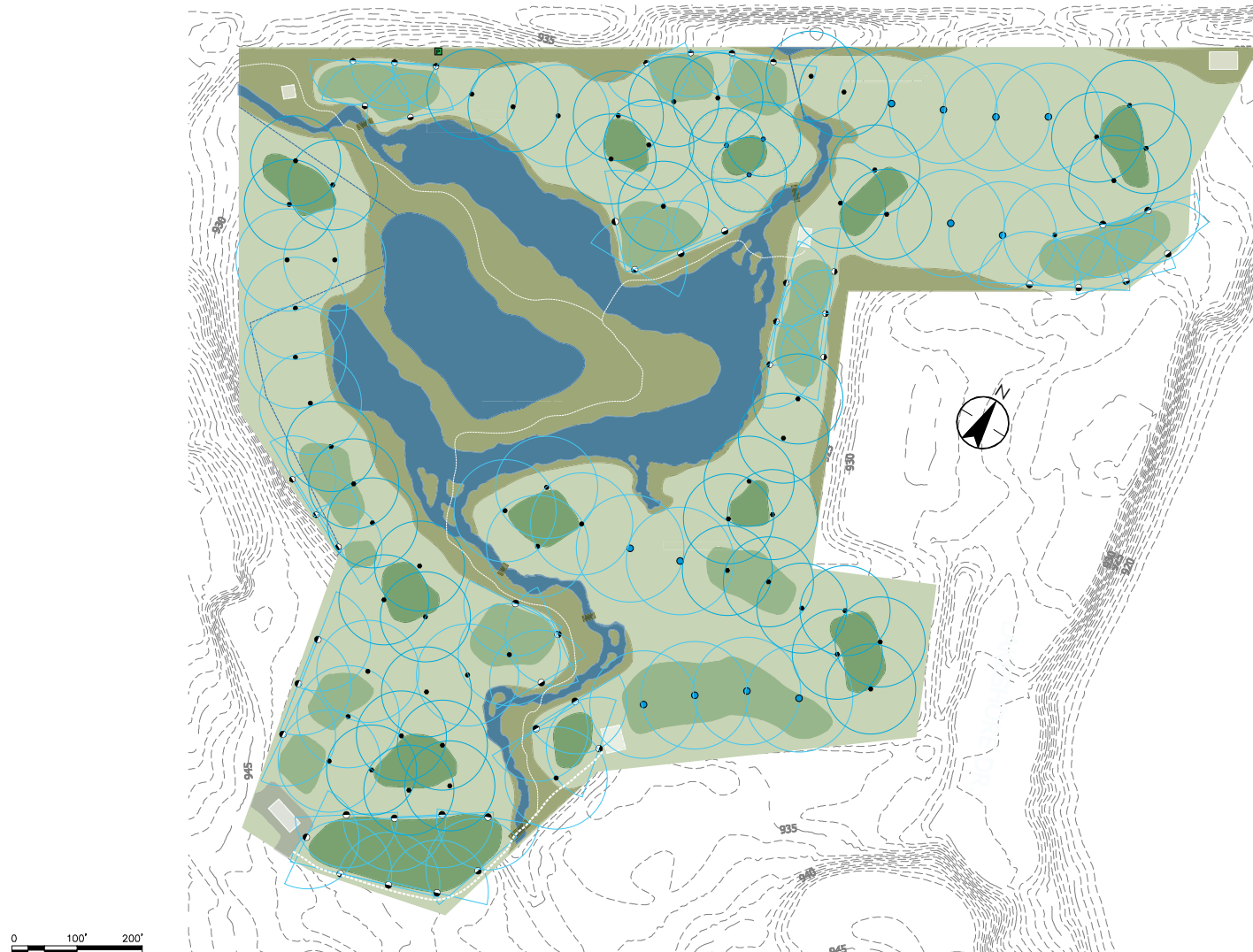


TEE TYPICAL

c. Conceptual Drainage Plan



d. Preliminary Irrigation Coverage Plan



e. Preliminary Works Schedule

CP30 — Renovation Works Schedule — Preliminary		2019			2020										2021		
July 2019		Jul	...	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Apr	May	Jun
Permitting	Secure environmental and grading permits																
Procurement	Order irrigation components																
	Secure materials for greens, tees																
	Everything else (labor, equipment etc.)																
Close Golf Course																	
Site Preparation	Strip and stockpile topsoil																
	Demolish old features; reclaim greensmix																
	Pump out lakes																
Mass Excavation	Enlarge irrigation lake																
	Build creeks																
Major Drainage	Remove old stormwater pipes																
	Install new stormwater pipe and baffles																
Golf Course Works	Rough shaping																
	Shape Tees																
	Shape greens																
	Drainage																
	Irrigation																
	Topsoil																
	Finish and grass greens (bentgrass)																
	Finish and grass tees and surrounds (low mow blue)																
	Re-grass fairways (low mow blue)																
	Punchlist and clean-up																
Native Areas	Finish and plug wetlands and creek banks																
Grow-in																	
Re-open Golf Course																	
Seed Date: August 20 2020		Open Date: July 1 2021															

f. About Artisan Golf Design

Our firm possesses certain competencies that have specific relevance to the small but complex Chaska Par 30 project. We relish challenges and take a practical approach to solving problems. We view the building of a project such as this as a team effort. We must lead, of course, but we try to do so quietly. We try to teach but we also listen and create partnerships. We are 'hands-on' which is essential in achieving the best outcomes in the creative, fluid process of building a golf course.

As part of the extended 'design and build' family, Artisan Golf Design has the ability to draw on an extensive network of shaper colleagues who, depending on availability, will happily slot into short or long-term roles for the Chaska Par 30 project.

Letter of Understanding Chaska Par 30

This Letter of Understanding (LOU) is entered into by and between the City of Chaska and Learning Links of Chaska, a 501(c)(3) nonprofit corporation dedicated to the long-term enhancement and improvement of the Par 30 Golf Course Minnesota (collectively referred to hereafter as “The Par 30”).

Purpose: The parties to this LOU share a goal of improving and enhancing The Par 30. This LOU is intended to reflect the intentions of the parties with respect to their joint efforts to improve and enhance The Par 30 and to establish guidelines and define the roles of the parties as they pursue these efforts. The Parties agree to utilize the Concept Master Plan Document as prepared by Artisan Golf Design as a basis of the renovation. (See Exhibit A.) The intention of the project is to begin construction in the Spring of 2020 with the renovated facility opening for golfers in the summer of 2021. The Par 30 will remain under the ownership and operation of the City of Chaska throughout the duration, and upon completion of the project.

Definition of Phase: Phase 1 will consist of the renovation of the existing course based on the attached Concept Master Plan Document. At a minimum the Phase 1 construction will include grading, irrigation, drainage, storm water management, seeding of the course, putting green construction, parking and temporary clubhouse as set forth in the Concept plan. The parties understand and agree that the estimated cost of Phase 1 is \$1,500,000 inclusive of detailed design and construction.

Phase 2 will consist of the construction of a new permanent club house and shelters. Design and construction of a new, permanent club house is expected to commence in the fall of 2020 and continue into the winter/spring of 2021, with the new structure available for use when the renovated course opens the summer of 2021. The Parties understand that Learning Links of Chaska will have the right to review and comment on the clubhouse design but the final decision on the clubhouse budget and design will be at the City’s sole discretion.

Roles and Responsibilities:

Learning Links of Chaska agrees to do the following:

1. Establish a public fundraising goal of \$750,000 targeted to fund Phase 1 of the Par 30 renovation. This goal may include both cash and in-kind pledges. (Learning Links may raise

more than this amount to cover the costs of the campaign.)

2. Raise a total of \$750,000 to Phase 1 of the project with the following anticipated contribution schedule:
 1. Up to \$50,000 to share 50% of the cost of detailed design (grading plans, drainage and irrigation plans and other specifications necessary for permitting and bid invitations) due on or before December 1, 2019 as determined by the project development and construction timeline.
 2. Remainder of \$750,000 in cash and gift agreements due upon the City accepting construction bids on the project, and
3. Raise charitable funds to support the design and construction of a new, barrier-free club house structure in Phase 2 of the project. It is anticipated that the City of Chaska will fund the construction of a basic structure, and that charitable funds raised by Learning Links will provide features and enhancements that support the inclusive, barrier-free mission of the project.
4. Review and approve final Phase 1 construction plans.
5. Assist in marketing the project to potential end users
6. Actively participate with City staff in development programs and activities that promote “accessible, barrier-free and adaptive golf”.

The City of Chaska agrees to do the following:

1. Commit to redeveloping the Par 30 based on the approved Concept Plan and to engage Artisan Golf Design as the designer, project manager and shaper.
2. Adopt the construction approach and methodology outlined in the Concept Plan
3. Initiate, manage and share in 50% of the cost of detailed design and planning activities for Phase 1 up to \$50,000.
4. Initiate and manage the construction activities of Phase 1 upon Learning Links of Chaska has provided documentation that it has secured a minimum of \$750,000 in cash, in-kind and gift agreements (minus the Learning Links contribution already made to detailed design). City

agrees that formal gift agreements will be counted towards Learning Link's commitment total and that multi-year gifts will be transferred to the City upon receipt and used to reimburse the City for expenses already incurred.

5. Initiate Phase 2 (clubhouse planning and construction) in late summer of 2020.
6. Authorize Learning Links of Chaska to award naming rights/recognition signage for individual holes, the occasional training area, putting green, shelters and the clubhouse with the condition that any naming agreement, signage or plaques recognizing the donor shall be reviewed and approved by the City staff. Individual acknowledgements will not exceed a maximum of 24" by 24". In addition to individual acknowledgment plaques, the City will allow Learning Links to install a "donor wall" or similar feature recognizing all of the parties that contributed to the project – including Learning Links.
7. The City of Chaska is the owner and developer of the Par 30 renovation project. As such, the City is solely responsible for project costs over and above the agreed upon \$1.5M budget due to change orders, unanticipated conditions or acts of God.
8. Upon completion of the Phase 1 improvements, City agrees to allocate a minimum of 6,000 golf rounds annually to youth, disabled, or other under-represented groups as recommended by Learning Links of Chaska. In consultation with Learning Links, these rounds will be allocated and programmed to respond to community demand and to maximize the impact of the Par 30's mission-based work. Up to 2000 rounds per year may be made available at no cost and at the discretion of Learning Links and the City. The allocation commitment of 6000 rounds per year for mission-based programming shall be in place for a minimum of 25 years.
9. Develop and implement a proactive program of promoting "barrier-free golf" targeted to youth, disabled, beginner and economically disadvantaged golfers with that program reviewed and approved annual by the Board of Learning Links of Chaska.

It is mutually agreed and understood by and between the said parties that:

1. This LOU is neither a fiscal nor a funds obligation document. Any endeavor involving reimbursement or contribution of funds between the parties of this LOU will be handled in accordance with applicable laws, regulations, and procedures. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the parties.

2. The principal contact persons have the authority to draft agreements of the type envisioned by this LOU for consideration by the Chaska City Council and the Board of Learning Links of Chaska
3. This LOU in no way restricts either party from participating in similar activities or arrangements with other public or private agencies, organizations or individuals.
4. This LOU documents the complete understanding between the City of Chaska Learning Links of Chaska and may be modified or amended upon written consent by both parties.
5. The principal contacts for this agreement are:

For City of Chaska

Matt Podhradsky, Administrator

One City Hall Plaza

Chaska MN 55318

For Learning Links of Chaska

Tim Anderson, Chairman

24 Carvers Green

Chaska, MN 55318

In Witness Whereof, the parties hereto have executed this MOU as of the last written date below:

_____	_____	_____	_____
Mark Windschitl, Mayor Chaska	Date	Tim Anderson Chair LLC	Date

CLAIMS ROSTER REPORT

FOR COUNCIL MEETING:

September 16, 2019

Paid and Unpaid Invoices:

Check #'s 329484-329834

\$4,003,172.56

Paid Electronic Invoices:

Wire #'s 2012-2040

\$4,022,930.86

Amount for Approval-Council Meeting:

September 16, 2019

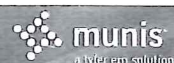
\$8,026,103.42

Checks

09/13/2019 11:32 8482mrob		City of Chaska VENDOR INVOICE LIST		P 1 apinvlst		munis a tyler erp solution			
INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION	
106897 A-1 STRIPES INC									
22289		09/10/2019	091719	329690	13,529.00 10/10/2019	INV	PD	CROSSWALK PAINTING AND EN	
CHECK DATE: 09/17/2019									
100010 AARP									
69661		08/13/2019	091019	329524	185.00 09/14/2019	INV	PD	4 HR Drivers Chaska Lodge	
CHECK DATE: 09/10/2019									
106208 ATHLACTON HOLDINGS LLC									
4100166567		08/31/2019	091719	329691	35,000.00 09/30/2019	INV	PD	Annual subscription 10/20	
CHECK DATE: 09/17/2019									
CB2019Q1 000		07/26/2019	091019	329525	32.00 08/25/2019	INV	PD	Active Net chargeback	
CHECK DATE: 09/10/2019									
					35,032.00				
103825 ACUSHNET COMPANY									
300237215		08/20/2019	091719	329692	-4,030.00 09/20/2019	CRM	PD	RESALE CREDIT FOR INV 907	
CHECK DATE: 09/17/2019									
907690964		06/20/2019	091719	329692	8,014.55 09/03/2019	INV	PD	RESALE-CREDIT TO FOLLOW F	
CHECK DATE: 09/17/2019									
907705650		06/24/2019	091719	329692	584.79 09/07/2019	INV	PD	RESALE-CREDIT TO FOLLOW F	
CHECK DATE: 09/17/2019									
907752938		07/03/2019	091719	329692	-8,599.34 10/04/2019	CRM	PD	RESALE CREDIT FOR INV 907	
CHECK DATE: 09/17/2019									
907752939		07/03/2019	091719	329692	6,952.84 09/01/2019	INV	PD	RESALE-CREDIT TO FOLLOW F	
CHECK DATE: 09/17/2019									
907849715		07/26/2019	091719	329692	105.58 09/09/2019	INV	PD	RESALE-CREDIT TO FOLLOW F	
CHECK DATE: 09/17/2019									
907924665		08/12/2019	091019	329526	173.21 09/11/2019	INV	PD	RESALE	
CHECK DATE: 09/10/2019									
907925165		08/12/2019	091019	329526	73.16 10/11/2019	INV	PD	RESALE	
CHECK DATE: 09/10/2019									
907931686		08/13/2019	091019	329526	1,825.71 10/12/2019	INV	PD	RESALE	
CHECK DATE: 09/10/2019									
907944815		08/15/2019	091019	329526	67.82 09/14/2019	INV	PD	RESALE	
CHECK DATE: 09/10/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
907961003 CHECK DATE: 09/17/2019		08/19/2019	091719	329692	-105.58	09/19/2019	CRM	PD	RESALE CREDIT FOR INV 907
907961005 CHECK DATE: 09/17/2019		08/19/2019	091719	329692	85.58	10/18/2019	INV	PD	RESALE
908007242 CHECK DATE: 09/10/2019		08/27/2019	091019	329526	213.37	09/26/2019	INV	PD	RESALE
908030178 CHECK DATE: 09/10/2019		08/30/2019	091019	329526	484.37	10/29/2019	INV	PD	RESALE
100036 ADAM'S PEST CONTROL INC					5,846.06				
2815054 CHECK DATE: 09/10/2019		08/09/2019	091019	329527	15.00	09/09/2019	INV	PD	PEST CONTROL OAK 19
2819724 CHECK DATE: 09/10/2019		08/09/2019	091019	329527	57.98	09/09/2019	INV	PD	FLY LIGHT RENTAL
100843 AH HERMEL COMPANY					72.98				
771523 CHECK DATE: 08/29/2019		05/22/2019	082919	329496	388.87	09/13/2019	INV	PD	vending supplies
783461 CHECK DATE: 08/29/2019		07/31/2019	082919	329496	598.48	08/30/2019	INV	PD	vending supplies
784843 CHECK DATE: 09/10/2019		08/07/2019	091019	329528	276.13	09/07/2019	INV	PD	Concession Resale & Touch
785228 CHECK DATE: 09/10/2019		08/09/2019	091019	329528	286.98	09/09/2019	INV	PD	Concession Resale
785599 CHECK DATE: 09/10/2019		08/14/2019	091019	329528	242.79	09/14/2019	INV	PD	PAR 30 RESALE
785774 CHECK DATE: 09/10/2019		08/14/2019	091019	329528	388.06	09/13/2019	INV	PD	vending supplies
786502 CHECK DATE: 09/17/2019		08/16/2019	091719	329693	208.39	09/16/2019	INV	PD	Concession Resale
786945 CHECK DATE: 09/17/2019		08/21/2019	091719	329693	189.41	09/20/2019	INV	PD	vending supplies
787138 CHECK DATE: 09/17/2019		08/21/2019	091719	329693	324.63	09/20/2019	INV	PD	Concession Resale
787840 CHECK DATE: 09/17/2019		08/28/2019	091719	329693	140.93	09/27/2019	INV	PD	vending supplies



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
789721		09/06/2019	091719	329693	300.52	10/05/2019	INV	PD	vending supplies
CHECK DATE: 09/17/2019									
107802 AIR MECHANICAL					3,345.19				
M-19-321		08/21/2019	091019	329529	135.00	09/21/2019	INV	PD	REFUND MECHANICAL PERMIT-
CHECK DATE: 09/10/2019									PAYEE: AIR MECHANICAL
100062 ALLSTATE SALES & LEASING CORPORATION									
3004263190		08/29/2019	091719	329694	91.38	09/29/2019	INV	PD	#921 SEWER (WINDSHIELD WA
CHECK DATE: 09/17/2019									
107813 PINPOINT LOCATORS INC									
25287		07/09/2019	091019	329530	450.00	09/03/2019	INV	PD	MILLPOND LOCATE
CHECK DATE: 09/10/2019									
100096 AMERICAN TEST CENTER									
2191582		07/29/2019	091019	329531	4,900.00	08/29/2019	INV	PD	ANNUAL SAFETY INSPECTIONS
CHECK DATE: 09/10/2019									
100102 ANCOM COMMUNICATIONS INC									
90175		09/03/2019	091719	329695	171.50	10/03/2019	INV	PD	ANTENNA REPLACEMENT FOR R
CHECK DATE: 09/17/2019									
100103 ANCOM TECHNICAL CENTER									
89732		08/19/2019	091019	329532	32.00	09/18/2019	INV	PD	RADIO REPAIR PART
CHECK DATE: 09/10/2019									
107807 ANDERSEN, ERIC									
10014149		08/30/2019	091019	329533	29.37	09/30/2019	INV	PD	CREDIT BALANCE REFUND-142
CHECK DATE: 09/10/2019									
100119 SHAKOPEE VALLEY FORD									
252334FOW		09/03/2019	091719	329696	163.15	10/03/2019	INV	PD	#107 AFTER COOLER TUBE
CHECK DATE: 09/17/2019									
252540FOW		09/05/2019	091719	329696	352.83	10/05/2019	INV	PD	#108 BRAKE PARTS
CHECK DATE: 09/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CM244592FOW CHECK DATE: 09/17/2019		05/10/2019	091719	329696	-400.00	06/20/2019	CRM	PD	Squad 1163 - Core return
CM98882FOW CHECK DATE: 09/17/2019		08/16/2019	091719	329696	-34.25	09/16/2019	CRM	PD	CREDIT POLICE
FOCS71066 CHECK DATE: 09/17/2019		08/23/2019	091719	329696	616.77	09/23/2019	INV	PD	#108 SENSOR REPLACEMENT
					698.50				
100122 ARAMARK REFRESHMENT SERVICES									
1381224 CHECK DATE: 09/17/2019		09/05/2019	091719	329697	103.22	10/05/2019	INV	PD	COFFEE FOR FD
6569461 CHECK DATE: 09/10/2019		08/26/2019	091019	329534	62.30	09/26/2019	INV	PD	Folgers Coffee for Breakr
					165.52				
100146 ASPEN MILLS INC									
242646 CHECK DATE: 09/10/2019		08/28/2019	091019	329535	178.96	09/27/2019	INV	PD	DUTY UNIFORM - S NUNEX
242648 CHECK DATE: 09/10/2019		08/28/2019	091019	329535	76.50	09/27/2019	INV	PD	DUTY SHIRT - D KRAUS
242710 CHECK DATE: 09/10/2019		08/28/2019	091019	329535	535.50	09/27/2019	INV	PD	CLASS A UNIFORM - S LOVEJ
242711 CHECK DATE: 09/10/2019		08/28/2019	091019	329535	550.15	09/27/2019	INV	PD	CLASS A UNIFORM - A KATZN
242712 CHECK DATE: 09/10/2019		08/28/2019	091019	329535	534.15	09/27/2019	INV	PD	CLASS A UNIFORM - S ROSEN
242713 CHECK DATE: 09/10/2019		08/28/2019	091019	329535	506.65	09/27/2019	INV	PD	CLASS A UNIFORM - K LETTA
242714 CHECK DATE: 09/10/2019		08/28/2019	091019	329535	543.30	09/27/2019	INV	PD	CLASS A UNIFORM - C SCHRU
242715 CHECK DATE: 09/10/2019		08/28/2019	091019	329535	363.55	09/27/2019	INV	PD	CLASS A UNIFORM - T ANDER
					3,288.76				
107786 ANTHONY JAMES AURENTZ									
0000 CHECK DATE: 09/10/2019		08/07/2019	091019	329537	16,094.00	09/07/2019	INV	PD	FIBER DUCT - BIG WOODS DR



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
70313		08/07/2019	091719	329698	2,962.50	09/07/2019	INV	PD	WO#38 CO RD 140 - BORING
CHECK DATE: 09/17/2019									
107701 ANN M BAKER					19,056.50				
70269		09/05/2019	091719	329699	110.00	10/05/2019	INV	PD	ZUMBA INSTRUCTION JUL-AUG
CHECK DATE: 09/17/2019									
107820 BANKS, KEISHA									
2005447.002		08/09/2019	091319	329825	300.00	10/09/2019	INV	PD	DAMAGE DEPOSIT REFUND
CHECK DATE: 09/13/2019									PAYEE: BANKS, KEISHA
100174 BAUER BUILT TIRE AND BATTERY									
180251544		08/15/2019	091019	329538	656.00	09/15/2019	INV	PD	#304 FIRE NEW TIRES
CHECK DATE: 09/10/2019									
180251750		08/15/2019	091019	329538	262.45	09/15/2019	INV	PD	UNIT #141 LEAD TIRE REPAI
CHECK DATE: 09/10/2019									
100179 RAINBOW GROUP LLC					918.45				
0505789-IN		05/17/2019	091019	329539	183.28	09/21/2019	INV	PD	PITCHING RUBBERS FOR ATHL
CHECK DATE: 09/10/2019									
0509201-IN		08/19/2019	091019	329539	408.32	09/18/2019	INV	PD	BASE ANCHORS/HOME PLATES
CHECK DATE: 09/10/2019									
105387 BENJAMIN BUS INC					591.60				
69595		08/16/2019	091019	329540	1,150.00	09/16/2019	INV	PD	Extreme Kids July Field T
CHECK DATE: 09/10/2019									
69818		08/23/2019	091019	329540	500.00	09/30/2019	INV	PD	Extreme Kids Aug Field Tr
CHECK DATE: 09/10/2019									
100188 BERRY COFFEE COMPANY					1,650.00				
678987		07/31/2019	091019	329541	49.24	08/30/2019	INV	PD	Lodge coffee supply
CHECK DATE: 09/10/2019									
107816 BICYCLE ALLIANCE OF MINNESOTA									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
70254		08/30/2019	091719	329700	5,000.00	09/30/2019	INV	PD	Consulting on Bicycle Fri
CHECK DATE: 09/17/2019									
107753 BITUMINOUS ROADWAYS INC									
53290160-2		09/05/2019	091719	329701	120,494.30	10/05/2019	INV	PD	PIONEER TRL IMPROVEMENTS
CHECK DATE: 09/17/2019									
104834 BLACK CLOVER ENTERPRISES LLC									
32602		08/23/2019	091019	329542	382.69	09/22/2019	INV	PD	RESALE
CHECK DATE: 09/10/2019									
100201 BCBSM INC									
190802343089		08/02/2019	081619	329484	166,917.39	08/20/2019	INV	PD	SEP EMP MED INS PREMIUMS
CHECK DATE: 08/16/2019									
100214 BORDER STATES INDUSTRIES INC									
918319833		08/15/2019	091019	329543	380.56	09/25/2019	INV	PD	CARRIER CHUTE
CHECK DATE: 09/10/2019									
918319834		08/15/2019	091019	329543	58.08	09/25/2019	INV	PD	WIRE TAGS
CHECK DATE: 09/10/2019									
918351346	190144	08/20/2019	091019	329543	2,402.40	09/25/2019	INV	PD	SPLICE 750/500 MCM CID SH
CHECK DATE: 09/10/2019									
918399727	190149	08/27/2019	091019	329543	502.80	09/25/2019	INV	PD	ELBOW 1/0 WITH TEST POINT
CHECK DATE: 09/10/2019									
					3,343.84				
100220 BOYER FORD TRUCKS INC									
23849D		08/28/2019	091719	329702	60.29	09/28/2019	INV	PD	#116 STREET PARTS
CHECK DATE: 09/17/2019									
658286		08/07/2019	091019	329544	50.00	09/07/2019	INV	PD	#312 FIRE TRUCK REPAIR (P
CHECK DATE: 09/10/2019									
					110.29				
100226 BRAUN INTERTEC CORPORATION									
B180844		08/15/2019	091719	329703	3,114.97	09/15/2019	INV	PD	COTTRELL PROPERTY-BLDG IN
CHECK DATE: 09/17/2019									
B182229		08/23/2019	091719	329703	547.00	09/23/2019	INV	PD	CHASKA CREEK PHASE 2-CMT
CHECK DATE: 09/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
B183171 CHECK DATE: 09/17/2019		09/03/2019	091719	329703	1,000.00	10/03/2019	INV	PD	SAVANNA WAY-PHASE II
B183917 CHECK DATE: 09/17/2019		09/10/2019	091719	329703	8,646.50	10/10/2019	INV	PD	PIONEER TRL TURN LANES
					13,308.47				
100254 BRYAN ROCK PRODUCTS INC 36509 CHECK DATE: 09/10/2019		08/15/2019	091019	329545	1,407.93	09/15/2019	INV	PD	WINKEL PARKING LOT & WM B
100255 BSN SPORTS 905818488 CHECK DATE: 09/10/2019		08/15/2019	091019	329546	74.26	09/14/2019	INV	PD	Adult Kickball League - K
103336 LISA R BUETOW 1 CHECK DATE: 09/10/2019		08/20/2019	091019	329536	187.50	09/20/2019	INV	PD	FACE PAINTING FOR FD OPEN
100256 BUILDING MATERIAL SUPPLY INC 48322 CHECK DATE: 09/10/2019		07/23/2019	091019	329547	800.00	08/22/2019	INV	PD	INSTALL LOCKERS AT FD
106307 TREATS N STUFF TWO LLC 10959 CHECK DATE: 08/29/2019		10/03/2017	082919	329497	170.00	09/14/2019	INV	PD	Curling refrigeration sys
107742 BURT, MATT 70114 CHECK DATE: 09/10/2019		08/14/2019	091019	329548	51.50	09/14/2019	INV	PD	MILEAGE-GFOA TRAINING IN
100275 CALLAWAY GOLF 930737113 CHECK DATE: 09/10/2019		08/13/2019	091019	329549	80.10	10/12/2019	INV	PD	RESALE
100314 CARVER COUNTY IS/GIS DEPT 2331 CHECK DATE: 09/10/2019		08/12/2019	091019	329550	265.00	09/12/2019	INV	PD	AUG 2019 GIS SERVICE



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100323 CDW GOVERNMENT INC									
THG4733		07/31/2019	091019	329551	727.74	08/30/2019	INV	PD	UPS UNITS
CHECK DATE:	09/10/2019								
TJT0596		08/06/2019	091019	329551	92.99	09/05/2019	INV	PD	MOUSE
CHECK DATE:	09/10/2019								
TKF4498		08/07/2019	091019	329551	204.05	09/06/2019	INV	PD	5 KEYBOARDS
CHECK DATE:	09/10/2019								
					1,024.78				
100332 CENTERPOINT ENERGY RESOURCES CORP									
105010300/JUL19		08/07/2019	081619	329485	1,868.01	09/04/2019	INV	PD	JUL 2019 3210 CHASKA BLVD
CHECK DATE:	08/16/2019								
109045922/JUL19		08/07/2019	081619	329485	4,198.71	09/04/2019	INV	PD	JUL 2019 1661 PARK RIDGE
CHECK DATE:	08/16/2019								
109052076/JUL19		08/07/2019	081619	329485	1,846.91	09/04/2019	INV	PD	JUL 2019 1611 PARK RIDGE
CHECK DATE:	08/16/2019								
80000146268/JUL19		08/14/2019	082919	329498	904.12	09/10/2019	INV	PD	JUL 2019 GAS SVC
CHECK DATE:	08/29/2019								
80000167843/JUL19		08/14/2019	082919	329498	678.98	09/10/2019	INV	PD	JUL 2019 GAS SVC
CHECK DATE:	08/29/2019								
					9,496.73				
100333 CENTERPOINT ENERGY RESOURCES CORP									
80000167793/JUL19		08/14/2019	082919	329499	71.40	09/10/2019	INV	PD	JUL 2019 CITY PKS GAS SVC
CHECK DATE:	08/29/2019								
100337 QWEST CORPORATION									
1474654592		08/15/2019	090519	329516	11,934.72	09/14/2019	INV	PD	AUG 2019 INTERNET SERVICE
CHECK DATE:	09/05/2019								
313196254/AUG19		08/18/2019	082919	329500	586.33	09/16/2019	INV	PD	AUG 2019 CITY HALL LOC PH
CHECK DATE:	08/29/2019								
313249294/AUG19		08/11/2019	082919	329500	53.95	09/09/2019	INV	PD	AUG 2019 TC MAINT LOC PHN
CHECK DATE:	08/29/2019								
313408124/AUG19		08/11/2019	090519	329515	125.52	09/09/2019	INV	PD	AUG 2019 TC MAINT LOC PHN
CHECK DATE:	09/05/2019								
313773369/SEP19		09/01/2019	091319	329826	82.03	09/30/2019	INV	PD	SEP 2019 CCC BURGLAR ALAR



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/13/2019									
314238800/AUG19		08/18/2019	082919	329500	72.96	09/16/2019	INV	PD	AUG 2019 LOCAL PHN SVC
CHECK DATE: 08/29/2019									
100338 QWEST CORPORATION					12,855.51				
202000790/AUG19		08/21/2019	091319	329827	3,585.80	09/16/2019	INV	PD	AUG 2019 PHN/LONG DIST SV
CHECK DATE: 09/13/2019									
202001327/AUG19		08/21/2019	090519	329517	40.95	09/16/2019	INV	PD	AUG 2019 T1 FOR PHONE SYS
CHECK DATE: 09/05/2019					3,626.75				
100374 CHANHASSEN, CITY OF									
69762		08/23/2019	091019	329552	21.35	09/14/2019	INV	PD	JUL 2019 TH41/82ND ST SIG
CHECK DATE: 09/10/2019									
70199		08/31/2019	091019	329552	14.88	09/21/2019	INV	PD	STORMWATER 6/1/19-8/31/19
CHECK DATE: 09/10/2019					36.23				
100353 CHASKA CUBS BASEBALL									
19-01		09/09/2019	091719	329704	400.00	10/09/2019	INV	PD	GOLF TOURNAMENT
CHECK DATE: 09/17/2019									
100361 CHASKA HERALD									
1002430-2019		08/27/2019	091719	329705	40.00	09/27/2019	INV	PD	SUBSCRIPTION RENEWAL - KA
CHECK DATE: 09/17/2019									
1003451-2019		08/27/2019	091719	329705	40.00	09/27/2019	INV	PD	SUBSCRIPTION RENEWAL - WE
CHECK DATE: 09/17/2019					80.00				
107814 CHASKA HIGH SCHOOL CLASS OF 1999									
2005516.002		09/04/2019	091319	329828	500.00	10/04/2019	INV	PD	DAMAGE DEPOSIT REFUND
CHECK DATE: 09/13/2019									PAYEE: CHASKA HIGH SCHOOL CLASS OF 1999
100377 CHASKA ROTARY CLUB									
4598		04/01/2019	091719	329706	250.00	09/24/2019	INV	PD	Knight-dues/meals
CHECK DATE: 09/17/2019									
4722		07/01/2019	091719	329706	250.00	09/24/2019	INV	PD	Knight-dues/meals



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2019									
70174		08/30/2019	091019	329553	6,250.00	09/30/2019	INV	PD	CHASKA CARES DONATIONS 20
CHECK DATE: 09/10/2019									
					6,750.00				
100379 CHANHASSEN SENIOR CENTER									
69663		08/08/2019	091019	329554	961.20	09/13/2019	INV	PD	Expenses for Guthrie: Guy
CHECK DATE: 09/10/2019									
100418 CLEARSOFT INC									
119-313		09/01/2019	091719	329707	75.00	10/01/2019	INV	PD	SEP 2019 WATER SOFTENER R
CHECK DATE: 09/17/2019									
100416 ROGER CLEVELAND GOLF CO INC									
5739950 SO		08/05/2019	091019	329555	336.00	10/05/2019	INV	PD	RESALE
CHECK DATE: 09/10/2019									
104831 PACIFIC RIM VENTURES INC									
1063428-00		08/22/2019	091019	329556	177.00	10/22/2019	INV	PD	RESALE
CHECK DATE: 09/10/2019									
100436 COMCAST CORPORATION									
0033141Aug19CCC		07/25/2019	082919	329501	42.01	08/19/2019	INV	PD	CCC tv's
CHECK DATE: 08/29/2019									
0033141Sep19CCC		08/25/2019	091219	329688	42.01	09/19/2019	INV	PD	CCC tv/cable
CHECK DATE: 09/12/2019									
0036243/AUG19-TC		08/07/2019	082919	329501	247.03	09/01/2019	INV	PD	CLUBHOUSE CABLE
CHECK DATE: 08/29/2019									
0055482/AUG19		08/12/2019	082919	329501	13.53	09/06/2019	INV	PD	AUG FD CABLE
CHECK DATE: 08/29/2019									
0318609Aug19Fitness		07/23/2019	082919	329501	319.78	08/17/2019	INV	PD	fitness tv's
CHECK DATE: 08/29/2019									
0318609Sep19Fitness		08/23/2019	091219	329688	329.78	09/17/2019	INV	PD	fitness area tv cable
CHECK DATE: 09/12/2019									
					994.14				
100440 COMMERCIAL REFRIGERATION SYSTEMS INC									



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City of Chaska
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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
46851		07/31/2019	082919	329502	4,025.00	08/30/2019	INV	PD	Overhaul of compressor #2
CHECK DATE: 08/29/2019									
107686 CONCENTRA HEALTH SERVICES INC									
13515810		07/31/2019	091719	329708	480.00	08/30/2019	INV	PD	DRUG TESTING & RANDOM SEL
CHECK DATE: 09/17/2019									
100429 COORDINATED BUSINESS SYSTEMS LTD									
INV26973		06/19/2019	082919	329503	74.10	09/14/2019	INV	PD	HP M401N
CHECK DATE: 08/29/2019									
INV34950		08/02/2019	082919	329503	79.53	08/12/2019	INV	PD	HP Color M452DW
CHECK DATE: 08/29/2019									
INV37144		08/14/2019	091019	329558	576.02	08/24/2019	INV	PD	Contract Invoice-PD and F
CHECK DATE: 09/10/2019									
INV37696		08/16/2019	091019	329557	53.19	08/26/2019	INV	PD	HP M401N
CHECK DATE: 09/10/2019									
INV40589		09/04/2019	091719	329709	150.91	09/14/2019	INV	PD	M452DW HP Color
CHECK DATE: 09/17/2019									
INV40593		09/04/2019	091719	329710	411.60	09/14/2019	INV	PD	SEP 2019 PRINTER CONTRACT
CHECK DATE: 09/17/2019									
INV42389		09/11/2019	091719	329710	49.32	10/11/2019	INV	PD	FINANCE COPIERS
CHECK DATE: 09/17/2019									
					1,394.67				
107815 COPPERHEAD INNOVATIONS LLC									
11862		08/27/2019	091719	329711	264.54	09/26/2019	INV	PD	BATTERY PACKS
CHECK DATE: 09/17/2019									
106301 CORE AND MAIN LP									
K773270	190141	08/16/2019	091019	329559	567.80	09/16/2019	INV	PD	12" SLEEVE AND SWR CPLING
CHECK DATE: 09/10/2019									
L027969		08/14/2019	091719	329712	305.20	09/14/2019	INV	PD	OAK ST ALLEY PIPE REPAIR
CHECK DATE: 09/17/2019									
L028038		08/14/2019	091719	329712	464.92	09/14/2019	INV	PD	LUISA COURT DRAINTILE
CHECK DATE: 09/17/2019									
L107850	190147	08/28/2019	091019	329559	1,395.57	09/28/2019	INV	PD	8" ROMAC, GATE VALVES AND
CHECK DATE: 09/10/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
106135 CRAFT HOMES LLC					2,733.49				
3180		08/23/2019	091719	329713	1,500.00	09/23/2019	INV	PD	BLDRS DEP REFUND-3180 FRA
CHECK DATE: 09/17/2019									
107208 CREEKS RUN PHASE II LLC									
3		07/15/2019	091019	329560	3,730.61	09/26/2019	INV	PD	PAYGO NOTE PMT-CREEKS RUN
CHECK DATE: 09/10/2019									
104613 CP CHASKA INC									
69516		07/30/2019	082919	329504	3,864.00	08/30/2019	INV	PD	Fire & Ice curler dinner
CHECK DATE: 08/29/2019									
69517		07/30/2019	082919	329504	2,500.00	08/30/2019	INV	PD	Fire & Ice curler meal ti
CHECK DATE: 08/29/2019									
100479 CULLIGAN-METRO BROOKLYN PARK					6,364.00				
69495		07/31/2019	081619	329486	107.66	08/20/2019	INV	PD	COOLER RENT & WATER
CHECK DATE: 08/16/2019									
70372		08/31/2019	091719	329714	99.17	09/20/2019	INV	PD	COOLER RENT & WATER-TC
CHECK DATE: 09/17/2019									
106880 KKRA LLC					206.83				
19536		08/16/2019	091019	329561	2,885.00	09/16/2019	INV	PD	WO# 461 41 DOUBLE OH CIRC
CHECK DATE: 09/10/2019									
19549		08/16/2019	091719	329715	8,700.00	09/16/2019	INV	PD	WO 582 UNDERGROUND MAINT
CHECK DATE: 09/17/2019									
100490 DAKOTA SUPPLY GROUP INC					11,585.00				
E802298	190140	08/09/2019	091019	329562	3,200.00	09/25/2019	INV	PD	LAMP LED REPLACEMENT
CHECK DATE: 09/10/2019									
107812 SCOTT CONGDON									
3052		08/27/2019	091719	329716	191.00	09/26/2019	INV	PD	Animal dog bite report
CHECK DATE: 09/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
103870 DIVERSIFIED PLUMBING AND HEATING INC									
26785		09/04/2019	091719	329717	1,077.00	10/04/2019	INV	PD	replace copper tee & pipe
CHECK DATE:	09/17/2019								
26800		08/21/2019	091019	329563	1,383.50	09/21/2019	INV	PD	floor drain replacement C
CHECK DATE:	09/10/2019								
26833		08/28/2019	091719	329717	267.50	09/28/2019	INV	PD	repair leak in 3" water l
CHECK DATE:	09/17/2019								
					2,728.00				
105629 DICKS SANITATION SERVICE INC									
DT0002778508		07/31/2019	082919	329505	1,160.71	08/15/2019	INV	PD	Fire & Ice garbage/recycl
CHECK DATE:	08/29/2019								
DT0002830298		08/31/2019	091719	329718	483.21	09/30/2019	INV	PD	RIVER CITY DAYS
CHECK DATE:	09/17/2019								
DT0002830400		08/31/2019	091719	329718	1,433.60	09/30/2019	INV	PD	MSB
CHECK DATE:	09/17/2019								
DT0002830402		08/31/2019	091719	329718	473.82	09/30/2019	INV	PD	CITY HALL
CHECK DATE:	09/17/2019								
					3,551.34				
100577 EASY PICKER GOLF PRODUCTS INC									
0134900-IN		08/08/2019	091019	329564	257.83	09/07/2019	INV	PD	RANGE BASKETS
CHECK DATE:	09/10/2019								
0135071-IN		08/14/2019	091019	329564	235.16	09/13/2019	INV	PD	PAR 30 SUPPLIES
CHECK DATE:	09/10/2019								
					492.99				
100587 EH RENNER & SONS INC									
1078		09/03/2019	091719	329719	874.10	10/03/2019	INV	PD	WELL #3 (RAISED WELL CASI
CHECK DATE:	09/17/2019								
100592 ELECTRIC PUMP INC									
0066099-IN		08/08/2019	091019	329565	1,450.00	09/08/2019	INV	PD	SERVICE AGREEMENT LIFT ST
CHECK DATE:	09/10/2019								
0066100-IN		08/08/2019	091719	329720	850.00	09/08/2019	INV	PD	ANNUAL MAINT OF LIFT STAT
CHECK DATE:	09/17/2019								



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
103875 MILNER SPORTS LLC					2,300.00				
SO-115593		08/13/2019	091019	329566	518.62	09/12/2019	INV	PD	RESALE
CHECK DATE: 09/10/2019									
104594 ESP INC									
011542		09/02/2019	091719	329721	188.00	10/02/2019	INV	PD	FIRE ALARM PANEL
CHECK DATE: 09/17/2019									
100619 ESS BROTHERS & SONS INC									
ZZ5580		07/24/2019	091019	329567	7,704.40	08/24/2019	INV	PD	2019 OVERLAYS
CHECK DATE: 09/10/2019									
ZZ6860		08/20/2019	091719	329722	2,959.00	09/20/2019	INV	PD	OVERLAYS
CHECK DATE: 09/17/2019									
					10,663.40				
100628 EXCEL AUTO GLASS									
12419		08/13/2019	091019	329568	265.00	09/13/2019	INV	PD	#114 NEW WINDSHEILD
CHECK DATE: 09/10/2019									
12435		08/22/2019	091019	329568	125.00	09/22/2019	INV	PD	#114 DUMP TRUCK REPAIR
CHECK DATE: 09/10/2019									
					390.00				
105728 FIDELITY SECURITY LIFE INSURANCE COMPANY									
164020898		08/27/2019	090519	329518	592.60	09/27/2019	INV	PD	SEP 2019 EMP VISION INS P
CHECK DATE: 09/05/2019									
105908 FAMILY SUPPORT REGISTRY									
PR08161910859189		08/16/2019	081619	329487	34.00	08/16/2019	INV	PD	081619 Payroll Child Supp
CHECK DATE: 08/16/2019									
PR08301910859189		08/30/2019	082919	329506	34.00	08/30/2019	INV	PD	083019 Payroll Child Supp
CHECK DATE: 08/29/2019									
PR09131910859189		09/13/2019	091319	329829	34.00	09/13/2019	INV	PD	091319 Payroll Child Supp
CHECK DATE: 09/13/2019									
					102.00				
100653 FERGUSON ENTERPRISES INC									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
6852635		08/13/2019	091019	329569	74.89	09/13/2019	INV	PD	SEWER MAINTENANCE SUPPLIE
CHECK DATE:	09/10/2019								
6875887		08/20/2019	091719	329723	13.99	09/20/2019	INV	PD	PLUMBING PARTS FOR LION'S
CHECK DATE:	09/17/2019								
					88.88				
100655 FERRELLGAS 7780961									
1107454363		08/01/2019	091719	329724	330.18	09/01/2019	INV	PD	PROPANE FOR SAVANNA WAY G
CHECK DATE:	09/17/2019								
1107485606		08/02/2019	091719	329724	284.60	09/02/2019	INV	PD	PROPANE FOR SAVANNA WAY G
CHECK DATE:	09/17/2019								
1107590316		08/13/2019	091719	329724	205.99	09/13/2019	INV	PD	PROPANE FOR SAVANNA WAY G
CHECK DATE:	09/17/2019								
1107590512		08/13/2019	091019	329570	118.27	09/13/2019	INV	PD	FORK LIFT PROPANE
CHECK DATE:	09/10/2019								
1107606419		08/14/2019	091719	329724	310.99	09/14/2019	INV	PD	PROPANE FOR SAVANNA WAY G
CHECK DATE:	09/17/2019								
1107622210		08/16/2019	091719	329724	808.46	09/16/2019	INV	PD	PROPANE FOR SAVANNA WAY G
CHECK DATE:	09/17/2019								
1107622278		08/14/2019	091719	329724	245.54	09/14/2019	INV	PD	PROPANE FOR SAVANNA WAY G
CHECK DATE:	09/17/2019								
1107666385		08/19/2019	091719	329724	181.24	09/19/2019	INV	PD	PROPANE FOR SAVANNA WAY G
CHECK DATE:	09/17/2019								
1107669978		08/20/2019	091719	329724	970.97	09/20/2019	INV	PD	PROPANE FOR SAVANNA WAY G
CHECK DATE:	09/17/2019								
1107670401		08/20/2019	091019	329570	124.99	09/20/2019	INV	PD	PROPANE
CHECK DATE:	09/10/2019								
1107685897		08/20/2019	091719	329724	999.19	09/20/2019	INV	PD	PROPANE FOR SAVANNA WAY G
CHECK DATE:	09/17/2019								
1107778202		08/28/2019	091019	329570	45.65	09/28/2019	INV	PD	PROPANE
CHECK DATE:	09/10/2019								
					4,626.07				
106319 CHAD JEREMY FIGG									
AUG 2019		09/06/2019	091719	329725	403.20	10/06/2019	INV	PD	AUG TAE KWON DO
CHECK DATE:	09/17/2019								
100693 FS3 INC									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
63322	190143	08/20/2019	091019	329571	2,520.00	09/19/2019	INV	PD	CONDUIT 2" CONTINUOUS
CHECK DATE: 09/10/2019									
100707 GEAR FOR SPORTS									
41684073		08/28/2019	091719	329726	450.10	09/27/2019	INV	PD	Curling resale-womens tee
CHECK DATE: 09/17/2019									
41689276		09/10/2019	091719	329726	795.30	10/10/2019	INV	PD	Curling resale tee's
CHECK DATE: 09/17/2019									
					1,245.40				
100708 GEAR WASH LLC									
15520		08/19/2019	091019	329572	694.08	09/18/2019	INV	PD	GEAR WASH FOR FF
CHECK DATE: 09/10/2019									
15552		08/28/2019	091019	329572	123.37	09/27/2019	INV	PD	GEAR WASH, REPAIR FOR FF
CHECK DATE: 09/10/2019									
					817.45				
102556 GF JEDLICKI INC									
90030-4/FINAL		08/09/2019	091019	329573	18,632.41	09/09/2019	INV	PD	FORMER CARVER CTY PW SITE
CHECK DATE: 09/10/2019									
105034 GOLD MEDAL PRODUCTS COMPANY									
22540		08/20/2019	091019	329574	131.95	09/08/2019	INV	PD	POPCORN FOR FD OPEN HOUSE
CHECK DATE: 09/10/2019									
102254 GOLDEN VALLEY SUPPLY CO									
0363251-IN		08/13/2019	091019	329575	341.60	09/13/2019	INV	PD	replacement ceiling tile
CHECK DATE: 09/10/2019									
100745 DEBBIE M BACKLUND									
70371		08/31/2019	091719	329727	1,710.00	09/30/2019	INV	PD	JULY & AUG GARDENING - TC
CHECK DATE: 09/17/2019									
101463 GOPHER STATE ONE CALL									
9080279		08/31/2019	091719	329728	711.45	09/30/2019	INV	PD	AUGUST LOCATES
CHECK DATE: 09/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100752 GPSI LEASING II	ACCORD LLC								
LEASE0019160		09/01/2019	091019	329576	5,120.00	10/01/2019	INV	PD	GPS LEASE
CHECK DATE: 09/10/2019									
100759 GRAINGER									
9263935778		08/15/2019	091019	329577	241.52	09/14/2019	INV	PD	replacement fans
CHECK DATE: 09/10/2019									
9271863764		08/22/2019	091019	329577	358.75	09/21/2019	INV	PD	replacement LED bulbs St.
CHECK DATE: 09/10/2019									
9277242617		08/28/2019	091719	329729	329.52	09/27/2019	INV	PD	LED replacement fixtures
CHECK DATE: 09/17/2019									
9281091455		09/03/2019	091719	329729	196.81	10/03/2019	INV	PD	door marking signs per sa
CHECK DATE: 09/17/2019									
					1,126.60				
100758 GRAYBAR ELECTRIC, COMPANY INC									
9311580686	190136	08/09/2019	091019	329578	746.24	09/09/2019	INV	PD	CONDUIT ELBOW 3-90 DEG 36
CHECK DATE: 09/10/2019									
107449 GRINNELL, KELLY									
69590		08/14/2019	091019	329579	76.77	09/14/2019	INV	PD	MILEAGE & PARKING-GFOA &
CHECK DATE: 09/10/2019									
70112		08/22/2019	091019	329579	20.53	09/22/2019	INV	PD	MILEAGE-MUNIS USER GROUP
CHECK DATE: 09/10/2019									
					97.30				
100785 HACH COMPANY									
11576841		08/02/2019	091019	329580	1,351.27	09/02/2019	INV	PD	WTP CHEMICALS
CHECK DATE: 09/10/2019									
100810 HAWKINS INC									
4563514		08/16/2019	091019	329581	3,330.00	09/30/2019	INV	PD	WTP CHEMICALS
CHECK DATE: 09/10/2019									
4566286		08/23/2019	091019	329581	15.00	10/07/2019	INV	PD	DEMURRAGE
CHECK DATE: 09/10/2019									
4566410		08/23/2019	091019	329581	10.00	10/07/2019	INV	PD	DEMURRAGE
CHECK DATE: 09/10/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
4567062		08/23/2019	091719	329730	3,138.75	10/07/2019	INV	PD	WTP CHEMICALS
CHECK DATE: 09/17/2019									
100816 HAZELTINE NATIONAL GOLF COURSE					6,493.75				
118		09/04/2019	091019	329582	568.01	10/04/2019	INV	PD	CHASKA GOLF EXPERIENCE-DR
CHECK DATE: 09/10/2019									
70368		09/03/2019	091719	329731	20,000.00	10/03/2019	INV	PD	GOLF EXPERIENCE 2019
CHECK DATE: 09/17/2019									
100821 HEALTHPARTNERS INC					20,568.01				
91656177		08/09/2019	081619	329488	6,149.08	09/09/2019	INV	PD	SEP 2019 EMP DENTAL INS P
CHECK DATE: 08/16/2019									
100827 HEGERS DAIRY LLC									
1272		07/02/2019	091719	329732	387.99	08/02/2019	INV	PD	Concession Resale + INTER
CHECK DATE: 09/17/2019									
1283		08/09/2019	091019	329583	279.62	09/09/2019	INV	PD	Concession Resale
CHECK DATE: 09/10/2019									
1284		08/13/2019	091019	329583	227.40	09/13/2019	INV	PD	Concession Resale
CHECK DATE: 09/10/2019									
1285		08/16/2019	091019	329583	289.95	09/16/2019	INV	PD	Concession Resale
CHECK DATE: 09/10/2019									
12852178		08/14/2019	091019	329583	415.24	09/14/2019	INV	PD	Ice cream & cones for Tou
CHECK DATE: 09/10/2019									
1286		08/20/2019	091019	329583	326.27	09/20/2019	INV	PD	Concession Resale
CHECK DATE: 09/10/2019									
1287		08/23/2019	091719	329732	203.60	09/23/2019	INV	PD	Concession resale
CHECK DATE: 09/17/2019									
69484		08/07/2019	091019	329583	105.70	09/07/2019	INV	PD	July 2019 Milk For Extrem
CHECK DATE: 09/10/2019									
107645 HENNING PROFESSIONAL SERVICES INC					2,235.77				
954-2		08/13/2019	091719	329733	427.00	10/11/2019	INV	PD	CITY SQUARE WEST ACQUISIT
CHECK DATE: 09/17/2019									
954-3		09/06/2019	091719	329733	345.75	10/11/2019	INV	PD	CITY SQUARE WEST ACQUISIT



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2019									
955-2		08/13/2019	091719	329733	1,089.40	10/11/2019	INV	PD	CREEK RD-COTTRELL PROPERT
CHECK DATE: 09/17/2019									
955-3		09/06/2019	091719	329733	225.50	10/11/2019	INV	PD	CREEK RD-COTTRELL PROPERT
CHECK DATE: 09/17/2019									
106585 SUSAN JOAN HERREID					2,087.65				
1110		06/12/2019	091019	329584	425.00	08/31/2019	INV	PD	JOB COACH
CHECK DATE: 09/10/2019									
100848 HIGH TECH CLEANING INC									
15106		08/12/2019	091019	329585	95.00	09/12/2019	INV	PD	MSB SUPPLIES-TOILET PAPER
CHECK DATE: 09/10/2019									
100859 HOISINGTON KOEGLER GROUP INC									
017-038-21		08/25/2019	091019	329586	5,373.26	09/25/2019	INV	PD	CITY SQUARE WEST
CHECK DATE: 09/10/2019									
018-022-13		08/15/2019	091019	329586	450.00	09/15/2019	INV	PD	COMPREHENSIVE PLAN 2040
CHECK DATE: 09/10/2019									
019-026-11		08/25/2019	091019	329586	4,734.08	09/25/2019	INV	PD	LAKE GRACE TRAIL STUDY
CHECK DATE: 09/10/2019									
106151 HOLT TOUR AND CHARTER INC					10,557.34				
43184		08/14/2019	091019	329587	600.00	09/19/2019	INV	PD	Transportation-Guthrie Tr
CHECK DATE: 09/10/2019									
43243		08/14/2019	091019	329587	600.00	09/19/2019	INV	PD	Transportation-Saints Gam
CHECK DATE: 09/10/2019									
100878 HUEBSCH					1,200.00				
84176/AUG2019		08/31/2019	091719	329734	1,463.96	09/30/2019	INV	PD	AUG 2019 RUG/MAT SVC
CHECK DATE: 09/17/2019									
100879 PRAIRIE TECHNOLOGIES INC OF MN									
190708		08/14/2019	091019	329588	430.00	09/14/2019	INV	PD	BUILDING AUTOMATION REPAI
CHECK DATE: 09/10/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
107810 HUNT, TY									
32197		08/30/2019	091019	329589	12.23	09/30/2019	INV	PD	CREDIT BALANCE REFUND-344
CHECK DATE: 09/10/2019									
107510 IBRAHIM, KHADRO									
31164		04/15/2019	091019	329590	72.00	05/15/2019	INV	PD	METER DEPOSIT REFUND-2910
CHECK DATE: 09/10/2019									
100889 INTERNATIONAL CITY MGMT ASSN RETIREMENT CORP									
2019/0816-ICMA		08/16/2019	081619	329489	3,510.58	08/16/2019	INV	PD	20190816 - Payroll 457 &
CHECK DATE: 08/16/2019									
2019/0830-ICMA		08/30/2019	091219	329689	3,510.58	08/30/2019	INV	PD	20190830 - Payroll 457 &
CHECK DATE: 09/12/2019									
					7,021.16				
104751 IMPACT MAILING OF MINNESOTA INC									
142412		09/04/2019	091719	329735	8,109.65	10/04/2019	INV	PD	Bills 8/21/19
CHECK DATE: 09/17/2019									
142417		09/04/2019	091719	329735	1,160.96	10/04/2019	INV	PD	Reminder Notices 8/16/19
CHECK DATE: 09/17/2019									
142419		09/04/2019	091719	329735	362.81	10/04/2019	INV	PD	Final Disconnect Notices
CHECK DATE: 09/17/2019									
142420		09/04/2019	091719	329735	318.65	10/04/2019	INV	PD	Final Bills 8/14/19
CHECK DATE: 09/17/2019									
					9,952.07				
104418 INTERMEDIA SYSTEMS GROUP LLC									
11893		08/02/2019	091019	329591	665.00	09/02/2019	INV	PD	Interactive tv service an
CHECK DATE: 09/10/2019									
107758 ISOM, THERESE									
2005446.002		08/08/2019	081619	329490	32.00	09/08/2019	INV	PD	MEMBERSHIP CANCELLATION R
CHECK DATE: 08/16/2019									PAYEE: ISOM, THERESE
100943 JEFFERSON FIRE & SAFETY INC									
IN108599		08/13/2019	091019	329592	475.90	09/12/2019	INV	PD	HELMET SHIELDS FOR NEW FF



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE:	09/10/2019								
IN108624		08/13/2019	091019	329592	142.08	09/12/2019	INV	PD	BELTS FOR LADDER TRUCK
CHECK DATE:	09/10/2019								
IN108631		08/13/2019	091019	329592	60.99	09/12/2019	INV	PD	HELMET SHIELD FOR NEW FF
CHECK DATE:	09/10/2019								
					678.97				
107317	JL THEIS								
1957		09/10/2019	091719	329736	3,345.00	10/10/2019	INV	PD	REPAIR BOLLARD ON 61 LAND
CHECK DATE:	09/17/2019								
107805	JOHNSON, RYAN								
10002005		08/30/2019	091019	329593	59.85	09/30/2019	INV	PD	CREDIT BALANCE REFUND-313
CHECK DATE:	09/10/2019								
107798	JORDAHL, DARLENE								
2005471.002		08/19/2019	082919	329507	270.00	09/19/2019	INV	PD	CANCELLATION-AOA EXPLORE
CHECK DATE:	08/29/2019								PAYEE: JORDAHL, DARLENE
100977	KARIAN/PETERSON POWERLINE CONTRACTING								
1715		08/22/2019	091719	329737	4,110.00	09/22/2019	INV	PD	WO 638 LYMAN BLVD OH RELO
CHECK DATE:	09/17/2019								
100999	KLEBER, MIKE								
69729		08/07/2019	091719	329738	110.56	09/07/2019	INV	PD	UBER EXPENSES-POLICE GANG
CHECK DATE:	09/17/2019								
107806	KLEIN, MARCIE								
10012369		08/30/2019	091019	329594	100.02	09/30/2019	INV	PD	CREDIT BALANCE REFUND-132
CHECK DATE:	09/10/2019								
101003	KLOOS ELECTRIC INC								
16057		08/19/2019	091019	329595	798.50	09/19/2019	INV	PD	WTP INSTALL NEW BREAKER
CHECK DATE:	09/10/2019								
101007	KODRU EQUIPMENT INC								
17268		08/27/2019	091719	329739	933.59	09/27/2019	INV	PD	WTP PISTON ROD AND SLIDE



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2019									
107808 KRAMER, RICHARD									
10005733		08/30/2019	091019	329596	21.15	09/30/2019	INV	PD	CREDIT BALANCE REFUND-347
CHECK DATE: 09/10/2019									
101018 KRISS PREMIUM PRODUCTS INC									
163159		08/20/2019	091019	329597	1,187.75	09/20/2019	INV	PD	ice plant chemicals
CHECK DATE: 09/10/2019									
101022 KUSSKE CONSTRUCTION CO LLC									
52492000-3		09/06/2019	091719	329740	747,453.17	10/06/2019	INV	PD	2019 DT ST RECONSTRUCTION
CHECK DATE: 09/17/2019									
101043 LANO EQUIPMENT INC									
01-698519		08/28/2019	091719	329741	428.87	09/28/2019	INV	PD	#129 BOBCAT PARTS
CHECK DATE: 09/17/2019									
01-698774		08/29/2019	091719	329741	47.20	09/29/2019	INV	PD	#129 BOBCAT DRIVE OIL
CHECK DATE: 09/17/2019									
					476.07				
103564 LARSEN, ANN									
70120		08/22/2019	091019	329598	19.31	09/22/2019	INV	PD	MILEAGE-MUNIS USER GROUP
CHECK DATE: 09/10/2019									
101050 LAW ENFORCEMENT LABOR SERVICES INC									
September 2019		09/13/2019	091319	329830	1,122.00	09/13/2019	INV	PD	September 2019 Police Uni
CHECK DATE: 09/13/2019									
101056 LEAGUE OF MINNESOTA CITIES									
5080		09/03/2019	091719	329742	12,681.12	10/03/2019	INV	PD	ALLEGED DISCRIMINATION-TW
CHECK DATE: 09/17/2019									
101058 LEAGUE OF MINNESOTA CITIES									
297670		08/30/2019	091719	329743	20,887.00	09/30/2019	INV	PD	Membership Dues 2019-2020
CHECK DATE: 09/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101065 RANDALL K LEE									
32571		07/31/2019	091019	329599	164.50	08/30/2019	INV	PD	ICE MAKER REPAIR
CHECK DATE: 09/10/2019									
101071 LENZEN CHEVROLET BUICK INC									
79176		08/27/2019	091719	329744	315.21	09/27/2019	INV	PD	#87 WATER (WHEEL)
CHECK DATE: 09/17/2019									
103842 LOCAL GOVERNMENT INFORMATION SYSTEMS									
47529		09/01/2019	091719	329745	686.00	10/01/2019	INV	PD	SEP 2019 SA SUPPORT
CHECK DATE: 09/17/2019									
101101 LORENTE LLC									
282059		08/13/2019	091019	329600	1,396.25	09/12/2019	INV	PD	RESALE
CHECK DATE: 09/10/2019									
105139 LUBE TECH AND PARTNERS LLC									
1435961		08/13/2019	091019	329601	682.25	09/12/2019	INV	PD	FUELS AND LUBES
CHECK DATE: 09/10/2019									
101117 LYNCH CAMPS									
69451		08/13/2019	091019	329602	1,296.00	09/13/2019	INV	PD	Tennis Camp 7/17-8/7
CHECK DATE: 09/10/2019									
107801 MACHACEK, LYN									
69691		08/21/2019	091019	329603	95.00	09/21/2019	INV	PD	EVIDENCE RETURN
CHECK DATE: 09/10/2019									PAYEE: MACHACEK, LYN
107809 MACKENTHUN, ANGELA									
31038		08/30/2019	091019	329604	3.00	09/30/2019	INV	PD	CREDIT BALANCE REFUND-394
CHECK DATE: 09/10/2019									
101124 MACQUEEN EQUIPMENT									
P21796		08/16/2019	091019	329605	153.00	09/16/2019	INV	PD	#921 JETTER NOZZLE REPAIR
CHECK DATE: 09/10/2019									
P21969		08/27/2019	091719	329746	279.77	09/27/2019	INV	PD	#142 STORM ELGINE PARTS
CHECK DATE: 09/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					432.77				
103449	MADDEN GALANTER HANSEN LLP								
69640	CHECK DATE: 09/10/2019	08/14/2019	091019	329606	288.00	09/14/2019	INV	PD	JUL LEGAL
107803	MAGNUSON, SARAH								
2005491.002	CHECK DATE: 08/29/2019	08/26/2019	082919	329508	500.00	09/26/2019	INV	PD	DAMAGE DEPOSIT REFUND-WED PAYEE: MAGNUSON, SARAH
104521	MANGOLD GROUP LLC								
13194	CHECK DATE: 09/10/2019	08/31/2019	091019	329607	2,040.00	09/15/2019	INV	PD	AUG MAINT OF MOUNT PLEASA
107796	DAWN MARIE MARTIN								
70270	CHECK DATE: 09/17/2019	09/05/2019	091719	329747	22.00	10/05/2019	INV	PD	ZUMBA INSTRUCTION 8/7
107716	MCGINNIS, JOHN								
10013805-1	CHECK DATE: 09/10/2019	08/30/2019	091019	329608	44.00	09/30/2019	INV	PD	CREDIT BALANCE REFUND-800
101164	MEDIAUSA USA								
75489	CHECK DATE: 09/10/2019	08/14/2019	091019	329609	585.00	09/13/2019	INV	PD	TC ADVERTISING-AMERICINN
101168	MELCHERT HUBERT SJODIN PLLP								
146300	CHECK DATE: 09/17/2019	08/13/2019	091719	329748	315.00	08/19/2019	INV	PD	Ameriprise Sale of Oak Ri
146301	CHECK DATE: 09/17/2019	08/13/2019	091719	329748	70.00	09/13/2019	INV	PD	COUNCIL MTG
146302	CHECK DATE: 09/17/2019	08/13/2019	091719	329748	224.00	09/13/2019	INV	PD	DRAINAGE & UITLETY EASEME
146303	CHECK DATE: 09/17/2019	08/13/2019	091719	329748	142.50	09/13/2019	INV	PD	ELECTRIC FRANCHISE ORDINA
146304	CHECK DATE: 09/17/2019	08/13/2019	091719	329748	2,960.00	09/13/2019	INV	PD	NE COLLECTOR ASSESSMENT



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
146305 CHECK DATE: 09/17/2019		08/13/2019	091719	329748	3,315.50	09/13/2019	INV	PD	CSAH 44 & HWY 212 PARCEL
146306 CHECK DATE: 09/17/2019		08/13/2019	091719	329748	1,157.20	09/13/2019	INV	PD	ELECTRICAL EASEMENTS
146307 CHECK DATE: 09/17/2019		08/13/2019	091719	329748	560.50	09/13/2019	INV	PD	PROBATE COURT-COTTRELL-NE
146308 CHECK DATE: 09/17/2019		08/13/2019	091719	329748	1,206.50	09/13/2019	INV	PD	POPPLER/SCHALOW PROPERTY
146309 CHECK DATE: 09/17/2019		08/13/2019	091719	329748	133.00	09/13/2019	INV	PD	SALE OF PROPERTY TO TRADI
146333 CHECK DATE: 09/17/2019		08/13/2019	091719	329748	1,486.70	09/13/2019	INV	PD	GENERAL FUND LEGAL
					11,570.90				
101183 METROPOLITAN COUNCIL									
AUG 2019 SAC CHECK DATE: 09/10/2019		08/30/2019	091019	329610	27,061.65	09/30/2019	INV	PD	AUG 2019 SAC CHARGES
101182 METROPOLITAN COUNCIL									
0001100339 CHECK DATE: 09/17/2019		09/06/2019	091719	329749	202,821.43	10/01/2019	INV	PD	OCT 2019 SEWER SERVICES F
101187 METRO SALES INC									
INV1407920 CHECK DATE: 09/10/2019		08/19/2019	091019	329611	165.00	09/18/2019	INV	PD	Ricoh/MP C3003 color
INV1412026 CHECK DATE: 09/10/2019		08/26/2019	091019	329611	159.00	09/25/2019	INV	PD	SEP 2019 COPIER - FD
INV1419066 CHECK DATE: 09/17/2019		09/05/2019	091719	329750	197.00	10/05/2019	INV	PD	Contract Invoice-PD
INV1420354 CHECK DATE: 09/17/2019		09/06/2019	091719	329750	2,161.24	10/06/2019	INV	PD	RICOH CONTRACT
					2,682.24				
101188 MEYER LABORATORY INC									
0698259-IN CHECK DATE: 09/10/2019		08/22/2019	091019	329612	265.62	09/22/2019	INV	PD	WINDOW CLEANER, WASP SPRA



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
105362 MICTA									
0001573-IN		09/01/2019	091019	329613	100.00	10/01/2019	INV	PD	MICTA MEMBERSHIP
CHECK DATE: 09/10/2019									
101196 MID COUNTY COOP #122622									
37108		08/21/2019	091019	329614	605.72	09/21/2019	INV	PD	236 GLS GAS-TC
CHECK DATE: 09/10/2019									
37109		08/21/2019	091019	329614	606.66	09/21/2019	INV	PD	235 GLS DIESEL-TC
CHECK DATE: 09/10/2019									
					1,212.38				
101199 MID COUNTY COOP #122665									
42174		08/14/2019	091019	329615	555.60	09/14/2019	INV	PD	#116 FRONT WHEEL & MOUNTI
CHECK DATE: 09/10/2019									
101204 MIDWEST PLAYSCAPES INC									
8590		08/26/2019	091719	329751	95.00	09/26/2019	INV	PD	INFANT SWING AT MEADOW PA
CHECK DATE: 09/17/2019									
101288 MINNESOTA BOARD OF WATER/SOIL RESOURCES									
69633		08/19/2019	091719	329752	500.00	09/19/2019	INV	PD	2019 ANNUAL FEE-WETLAND B
CHECK DATE: 09/17/2019									
101217 MINNESOTA CHILD SUPPORT PMT CTR									
PR0816190014172152		08/16/2019	081619	329491	195.66	08/16/2019	INV	PD	081619 Payroll Child Supp
CHECK DATE: 08/16/2019									
PR081619001510208001		08/16/2019	081619	329492	229.34	08/16/2019	INV	PD	081619 Payroll Child Supp
CHECK DATE: 08/16/2019									
PR0830190014172152		08/30/2019	082919	329509	195.66	08/30/2019	INV	PD	083019 Payroll Child Supp
CHECK DATE: 08/29/2019									
PR083019001510208001		08/30/2019	082919	329510	229.34	08/30/2019	INV	PD	083019 Payroll Child Supp
CHECK DATE: 08/29/2019									
PR0913190014172152		09/13/2019	091319	329831	195.66	09/13/2019	INV	PD	091319 Payroll Child Supp
CHECK DATE: 09/13/2019									
PR091319001510208001		09/13/2019	091319	329832	229.34	09/13/2019	INV	PD	091319 Payroll Child Supp
CHECK DATE: 09/13/2019									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101227 MINNESOTA ELEVATOR INC					1,275.00				
818006		09/03/2019	091719	329753	358.28	10/03/2019	INV	PD	SEP CCC ELEVATOR SERVICE
CHECK DATE: 09/17/2019									
101299 MINNESOTA SAFETY COUNCIL INC									
3137111		08/20/2019	091019	329616	53.50	09/20/2019	INV	PD	DEFIBRILLATOR PADS
CHECK DATE: 09/10/2019									
101276 MINNESOTA VALLEY ELECTRIC COOPERATIVE									
107050711/AUG19		08/27/2019	090519	329519	772.53	09/22/2019	INV	PD	AUG 2019 ST LITES-TOWN CO
CHECK DATE: 09/05/2019									
107050711/JUL19		07/29/2019	081619	329493	776.38	08/22/2019	INV	PD	JUL 2019 ST LITES-TOWN CO
CHECK DATE: 08/16/2019									
107051510/AUG19		08/21/2019	090519	329519	27.78	09/16/2019	INV	PD	AUG 2019 82ND ST & HWY 41
CHECK DATE: 09/05/2019									
778320601/AUG19		08/21/2019	090519	329519	97.29	09/16/2019	INV	PD	AUG 2019 CHEVALLE LIFT ST
CHECK DATE: 09/05/2019									
778377500/AUG19		09/09/2019	091719	329754	65.62	10/02/2019	INV	PD	AUG 2019 12500 CO RD 11 S
CHECK DATE: 09/17/2019									
778377500/JUL19		08/07/2019	081619	329493	62.79	09/02/2019	INV	PD	JUL 2019 12500 COUNTY RD
CHECK DATE: 08/16/2019									
778377800/AUG19		09/09/2019	091719	329754	70.14	10/02/2019	INV	PD	AUG 2019 4250 ENGLER BLVD
CHECK DATE: 09/17/2019									
778377800/JUL19		08/07/2019	081619	329493	66.24	09/02/2019	INV	PD	JUL 2019 4250 ENGLER BLVD
CHECK DATE: 08/16/2019									
778377900/AUG19		09/09/2019	091719	329754	58.47	10/02/2019	INV	PD	AUG 2019 4100 ENGLER BLVD
CHECK DATE: 09/17/2019									
778377900/JUL19		08/07/2019	081619	329493	54.82	09/02/2019	INV	PD	JUL 2019 4100 ENGLER BLVD
CHECK DATE: 08/16/2019									
780272000/AUG19		08/21/2019	090519	329519	10.47	09/16/2019	INV	PD	AUG 2019 CHEVALLE IRRIGAT
CHECK DATE: 09/05/2019									
106884 CHRISTOPHER J COLLINS					2,062.53				
0000098		08/13/2019	091019	329617	186.00	09/14/2019	INV	PD	Women's Softball Umpires
CHECK DATE: 09/10/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
105308 MINNESOTA VALLEY UTILITY SERVICES LLC									
1234		07/31/2019	091019	329618	500.00	08/30/2019	INV	PD	SUBSTATION INSPECTONS AND
CHECK DATE: 09/10/2019									
101134 MALLOY MONTAGUE KARNOWSKI RADOSEVICH & CO PA									
46562		07/15/2019	091719	329755	4,575.00	10/05/2019	INV	PD	2018 CFDR A AUDIT & SERVIC
CHECK DATE: 09/17/2019									
101248 MINNESOTA MUNICIPAL POWER AGENCY									
2019-8		09/06/2019	091719	329756	113,522.50	10/01/2019	INV	PD	SEMI-ANNUAL PMT-NET D/S S
CHECK DATE: 09/17/2019									
101341 MINNESOTA DEPT OF LABOR & INDUSTRY									
AUGUST0190352019		08/31/2019	091719	329757	2,261.57	09/30/2019	INV	PD	AUG 2019 PERMIT SURCHARGE
CHECK DATE: 09/17/2019									
105995 MONEY MOVERS INC									
120838		08/02/2019	091019	329619	66.70	09/02/2019	INV	PD	Heath ins reimb
CHECK DATE: 09/10/2019									
121704		09/02/2019	091719	329758	76.25	10/02/2019	INV	PD	Aug Health Ins reimburse
CHECK DATE: 09/17/2019									
					142.95				
105853 MOR GOLF AND UTILITY INC									
13662		08/21/2019	091019	329620	128.22	09/21/2019	INV	PD	BEVERAGE CART PARTS
CHECK DATE: 09/10/2019									
13667		08/21/2019	091019	329620	735.00	09/27/2019	INV	PD	PAR 30 CART BATTERIES
CHECK DATE: 09/10/2019									
13807		08/27/2019	091019	329620	114.85	09/10/2019	INV	PD	GOLF CART SUPPLIES
CHECK DATE: 09/10/2019									
13832		08/28/2019	091019	329620	760.00	09/10/2019	INV	PD	CART RENTALS LEAGUE FUN N
CHECK DATE: 09/10/2019									
					1,738.07				
101318 MORAVIAN CARE FOUNDATION									
70121		08/12/2019	091019	329621	1,850.00	09/12/2019	INV	PD	CITY HALL TREE DECORATION



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/10/2019									
101327 MP NEXLEVEL LLC									
1116842		07/31/2019	091019	329622	270.00	08/30/2019	INV	PD	CONFERENCE ROOM TV CABLIN
CHECK DATE: 09/10/2019									
1116843		07/31/2019	091019	329622	1,465.00	08/30/2019	INV	PD	LOW-VOLTAGE CABLING
CHECK DATE: 09/10/2019									
1116844		07/31/2019	091719	329759	2,847.00	08/30/2019	INV	PD	CONFERENCE ROOM TV CABLIN
CHECK DATE: 09/17/2019									
1117065		08/28/2019	091719	329759	3,483.36	09/28/2019	INV	PD	WO #582 UNDERGROUND MAINT
CHECK DATE: 09/17/2019									
					8,065.36				
103236 MRA-THE MANAGEMENT ASSOCIATION									
00342989		08/06/2019	091019	329623	787.50	09/05/2019	INV	PD	JUL 2019 COMPENSATION SER
CHECK DATE: 09/10/2019									
101356 MTI DISTRIBUTING INC #31380									
1229878-00		08/16/2019	091019	329624	59.09	09/16/2019	INV	PD	PARK MOWER PARTS
CHECK DATE: 09/10/2019									
1231670-00		08/27/2019	091719	329760	179.88	09/27/2019	INV	PD	#239 PARK MOWER PARTS
CHECK DATE: 09/17/2019									
					238.97				
101354 MTI DISTRIBUTING INC #700767									
1229577-00		08/15/2019	091019	329625	230.44	09/15/2019	INV	PD	SIDEWINDER PARTS
CHECK DATE: 09/10/2019									
1230201-00		08/19/2019	091019	329625	230.44	09/19/2019	INV	PD	BALL JOINT SIDEWINDER
CHECK DATE: 09/10/2019									
1231583-00		08/27/2019	091019	329625	289.20	09/27/2019	INV	PD	SUNSHADE CANOPY FOR SIDEW
CHECK DATE: 09/10/2019									
1232041-00		08/28/2019	091719	329761	205.88	09/28/2019	INV	PD	FAIRWAY MOWER PARTS
CHECK DATE: 09/17/2019									
1232693-00		09/05/2019	091719	329761	110.93	10/11/2019	INV	PD	AERIFIER PARTS
CHECK DATE: 09/17/2019									
					1,066.89				
101357 MUELLER SYSTEMS LLC									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
4099718 CHECK DATE: 09/17/2019	190156	09/06/2019	091719	329762	14,653.74	10/06/2019	INV	PD	METERS - 8S/9S, 6S 365 12
104262 MUNICIPAL CODE CORPORATION									
00331826 CHECK DATE: 09/10/2019		08/07/2019	091019	329626	1,135.00	09/07/2019	INV	PD	Mymunicode 8/1/2019 to 7
101365 NAPA AUTO PARTS CHASKA									
4472/JUL2019 CHECK DATE: 08/16/2019		07/31/2019	081619	329494	2,511.29	08/10/2019	INV	PD	JUL 2019 PARTS/SUPPLIES
104907 NATIONAL GOLF GRAPHICS LLC									
10577 CHECK DATE: 09/10/2019		08/21/2019	091019	329627	1,060.50	09/21/2019	INV	PD	COURSE FLAGS & RESALE
106198 NAVIANT INC									
0139194-IN CHECK DATE: 09/17/2019		09/04/2019	091719	329763	2,955.00	10/04/2019	INV	PD	AUG ONBASE HOSTING FEE
101253 BUSINESS PLANNING CONCEPTS INC									
383600092019 CHECK DATE: 09/05/2019		08/14/2019	090519	329520	160.00	09/10/2019	INV	PD	Sep 19 PERA Life Premiums
102654 NORTH AMERICAN SAFETY INC									
44549 CHECK DATE: 09/10/2019		08/14/2019	091019	329628	42.00	10/14/2019	INV	PD	SAFETY GLASSES
44584 CHECK DATE: 09/10/2019		08/16/2019	091019	329628	336.00	10/16/2019	INV	PD	LOCATING PAINT
44585 CHECK DATE: 09/10/2019		08/16/2019	091019	329628	252.00	10/16/2019	INV	PD	BLUE MARKING PAINT
44771 CHECK DATE: 09/10/2019		08/27/2019	091019	329628	119.70	09/27/2019	INV	PD	SAFETY GLASSES
45019 CHECK DATE: 09/17/2019		09/09/2019	091719	329764	97.20	10/09/2019	INV	PD	SAFETY GLASSES AND GLOVES
					846.90				
104960 NORTHERN SALT INC									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
16522 CHECK DATE: 09/17/2019		08/16/2019	091719	329765	6,240.00	09/15/2019	INV	PD	2ND ROUND OF DUST COATING
101428 NORTHLAND SYSTEMS									
50996 CHECK DATE: 09/10/2019		08/13/2019	091019	329629	250.00	09/12/2019	INV	PD	FIREWALL SUPPORT RENEWAL
101436 NUCO2 INC									
60388334 CHECK DATE: 09/17/2019		09/01/2019	091719	329766	156.83	10/01/2019	INV	PD	pool supplies
60468782 CHECK DATE: 09/10/2019		08/13/2019	091019	329630	147.09	09/13/2019	INV	PD	pool supplies
					303.92				
105035 RED BEARD LLC									
19005 CHECK DATE: 09/17/2019		08/19/2019	091719	329767	2,705.62	09/19/2019	INV	PD	CLUB CHAMPIONSHIP MEALS
19006 CHECK DATE: 09/17/2019		08/20/2019	091719	329767	4,105.16	09/20/2019	INV	PD	WOMENS LEAGUE BANQUET
19007 CHECK DATE: 09/17/2019		08/21/2019	091719	329767	3,953.12	09/21/2019	INV	PD	MENS LEAGUE BANQUET
19008 CHECK DATE: 09/17/2019		08/22/2019	091719	329767	2,584.73	09/22/2019	INV	PD	THURSDAY LEAGUE BANQUET
					13,348.63				
101445 OFFICE DEPOT									
357533911001-1 CHECK DATE: 09/10/2019		08/07/2019	091019	329631	36.79	09/07/2019	INV	PD	Blue File Folders for HR
357533911001-2 CHECK DATE: 09/10/2019		08/07/2019	091019	329631	17.99	09/07/2019	INV	PD	Post-it's, sign holder
357535522001 CHECK DATE: 09/10/2019		08/07/2019	091019	329631	10.59	09/07/2019	INV	PD	Sink Brush for sink in br
357535523001 CHECK DATE: 09/10/2019		08/07/2019	091019	329631	3.68	09/07/2019	INV	PD	Scrub brush for breakroom
357561984001-1 CHECK DATE: 09/10/2019		08/07/2019	091019	329631	38.49	09/07/2019	INV	PD	Coffee for breakroom
357561984001-2		08/07/2019	091019	329631	4.21	09/07/2019	INV	PD	Notebook for Vicki



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/10/2019									
357563612001-1		08/07/2019	091019	329631	2.09	09/07/2019	INV	PD	Index Cards for UB
CHECK DATE: 09/10/2019									
357563612001-2		08/07/2019	091019	329631	7.99	09/07/2019	INV	PD	Kitchen Cleaner for break
CHECK DATE: 09/10/2019									
362570811001		08/14/2019	091019	329631	20.99	09/14/2019	INV	PD	MAGAZINE RACK FOR BREAKRO
CHECK DATE: 09/10/2019									
362572433001-1		08/14/2019	091019	329631	70.89	09/14/2019	INV	PD	Misc. Office Supplies for
CHECK DATE: 09/10/2019									
362572433001-2		08/14/2019	091019	329631	28.90	09/14/2019	INV	PD	Insert badges and clips f
CHECK DATE: 09/10/2019									
362602688001		08/14/2019	091019	329631	1.69	09/14/2019	INV	PD	Refill for retractable p
CHECK DATE: 09/10/2019									
362603159001-1		08/14/2019	091019	329631	34.99	09/14/2019	INV	PD	Copy paper for the work r
CHECK DATE: 09/10/2019									
362603159001-2		08/14/2019	091019	329631	7.90	09/14/2019	INV	PD	Copy pre-ink stamp
CHECK DATE: 09/10/2019									
362603159001-3		08/14/2019	091019	329631	5.88	09/14/2019	INV	PD	Yellow Highlighters
CHECK DATE: 09/10/2019									
363280616001		08/14/2019	091019	329631	-20.99	09/14/2019	CRM	PD	RETURN MAGAZINE RACK FOR
CHECK DATE: 09/10/2019									
364091020001-1		08/16/2019	091719	329768	16.70	09/21/2019	INV	PD	Pens - blue and black
CHECK DATE: 09/17/2019									
364091020001-2		08/16/2019	091719	329768	34.99	09/21/2019	INV	PD	Copy Paper
CHECK DATE: 09/17/2019									
365814016001-1		08/20/2019	091719	329768	38.99	09/21/2019	INV	PD	3 hole punch paper
CHECK DATE: 09/17/2019									
365814016001-2		08/20/2019	091719	329768	34.99	09/21/2019	INV	PD	Copy Paper
CHECK DATE: 09/17/2019									
					397.75				
101454 OLSEN CHAIN AND CABLE CO INC									
641169		08/19/2019	091719	329769	1,066.57	09/19/2019	INV	PD	SLINGS & LIFTING ROPES FO
CHECK DATE: 09/17/2019									
106748 ANNIKA MARIE OLSON									
69134		08/01/2019	091019	329632	984.00	08/31/2019	INV	PD	Babysitting class instruc



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/10/2019									
101465 ON SITE SANITATION INC									
0000800321		08/10/2019	091019	329633	320.00	09/09/2019	INV	PD	TOWN COURSE
CHECK DATE: 09/10/2019									
0000800322		08/10/2019	091019	329633	140.00	09/09/2019	INV	PD	SUNSET PARK
CHECK DATE: 09/10/2019									
0000800323		08/10/2019	091019	329633	140.00	09/09/2019	INV	PD	CLOVER RIDGE SOCCER FIELD
CHECK DATE: 09/10/2019									
0000800324		08/10/2019	091019	329633	80.00	09/09/2019	INV	PD	PAR 30
CHECK DATE: 09/10/2019									
0000800325		08/10/2019	091019	329633	140.00	09/09/2019	INV	PD	CITY SQUARE PARK
CHECK DATE: 09/10/2019									
					820.00				
105181 BOTTLING GROUP LLC									
98326408		08/08/2019	091019	329634	453.35	09/07/2019	INV	PD	Concession Resale
CHECK DATE: 09/10/2019									
106815 DANIEL B WENNBERG									
CHCU190808		08/08/2019	091019	329635	212.40	09/08/2019	INV	PD	Curling resale t-shirts
CHECK DATE: 09/10/2019									
106123 PHYSIO-CONTROL INC									
419045982		08/06/2019	091019	329636	1,317.48	09/06/2019	INV	PD	LUCAS ANNUAL MAINT AGREEM
CHECK DATE: 09/10/2019									
101530 PING INC									
14880444		08/12/2019	091019	329637	114.52	10/12/2019	INV	PD	RESALE
CHECK DATE: 09/10/2019									
14882950		08/13/2019	091019	329637	-77.18	08/13/2019	CRM	PD	SALES REBATE
CHECK DATE: 09/10/2019									
14894860		08/19/2019	091019	329637	73.76	10/19/2019	INV	PD	RESALE
CHECK DATE: 09/10/2019									
					111.10				
101543 PLUNKETTS PEST CONTROL INC									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
6365640		08/05/2019	091719	329770	65.06	09/05/2019	INV	PD	PEST CONTROL-FD
CHECK DATE: 09/17/2019									
101563 PRAIRIE FIRE THEATRE									
69483		08/06/2019	091019	329638	500.00	09/06/2019	INV	PD	Deposit For June 2020 The
CHECK DATE: 09/10/2019									
101564 PRAIRIE RESTORATIONS INC									
20290		08/28/2019	091019	329639	300.00	09/27/2019	INV	PD	WTP 2019 VEGETATION MANAG
CHECK DATE: 09/10/2019									
104479 PRIME COLLEGE PAINTERS INC									
69731		08/23/2019	091019	329640	780.00	09/23/2019	INV	PD	SUBSTATION FLOOR REPAIR
CHECK DATE: 09/10/2019									
107818 PRISTINE CUSTOM HOMES LLC									
1161		09/06/2019	091719	329771	750.00	10/06/2019	INV	PD	BUILDERS DEPOSIT REFUND-1
CHECK DATE: 09/17/2019 PAYEE: PRISTINE CUSTOM HOMES LLC									
101576 KENNETH F FORNER									
20195096		08/22/2019	091719	329772	1,120.00	09/22/2019	INV	PD	SQUADS 1191 & 1192 SETUP-
CHECK DATE: 09/17/2019									
103055 QUALITY PROPANE INC									
184900T		08/19/2019	091019	329641	103.87	09/18/2019	INV	PD	L P gas
CHECK DATE: 09/10/2019									
185524T		08/05/2019	091019	329641	117.31	09/04/2019	INV	PD	L P gas
CHECK DATE: 09/10/2019									
186155T		09/03/2019	091719	329773	111.94	10/03/2019	INV	PD	L P gas
CHECK DATE: 09/17/2019									
					333.12				
101600 QUILL CORPORATION									
9293960		08/07/2019	091019	329642	46.25	09/06/2019	INV	PD	OFFICE SUPPLIES
CHECK DATE: 09/10/2019									
9666832		08/22/2019	091719	329774	13.28	09/21/2019	INV	PD	OFFICE SUPPLIES
CHECK DATE: 09/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
9676627		08/22/2019	091719	329774	41.14	09/21/2019	INV	PD	OFFICE SUPPLIES
CHECK DATE: 09/17/2019									
					100.67				
101684 R & R SPECIALTIES OF WISCONSIN INC									
0068214-IN		08/06/2019	091019	329643	65.00	09/06/2019	INV	PD	blade sharpen
CHECK DATE: 09/10/2019									
101687 R.S.O.A.									
AUG 2019		08/19/2019	091019	329644	805.00	09/14/2019	INV	PD	August Co-Rec Softball Um
CHECK DATE: 09/10/2019									
101620 RECREATION SUPPLY CO INC									
370287		08/08/2019	091019	329645	566.64	09/08/2019	INV	PD	Splash Pad controller pro
CHECK DATE: 09/10/2019									
101631 REINDERS INC									
1798316-00		08/19/2019	091019	329646	83.14	09/18/2019	INV	PD	MARKING PAINT
CHECK DATE: 09/10/2019									
3065400-00		08/26/2019	091719	329775	458.49	09/25/2019	INV	PD	TEE FERTILIZER
CHECK DATE: 09/17/2019									
3065502-00		08/14/2019	091019	329646	4,477.50	09/13/2019	INV	PD	FERTILIZER FOR SCHOOL DIS
CHECK DATE: 09/10/2019									
3065503-00		08/14/2019	091019	329646	4,145.00	09/13/2019	INV	PD	GRASS SEED/FERTILIZER FOR
CHECK DATE: 09/10/2019									
					9,164.13				
101638 RURAL ELECTRIC SUPPLY COOPERATIVE									
747821-00	190148	08/27/2019	091719	329776	20,323.80	09/27/2019	INV	PD	ELBOW CAB FIBERGLASS 3PHS
CHECK DATE: 09/17/2019									
761051-00		08/27/2019	091019	329647	80.00	09/27/2019	INV	PD	SQUARE WASHERS
CHECK DATE: 09/10/2019									
761246-00		08/29/2019	091019	329647	149.00	09/29/2019	INV	PD	DOUBLE ARM BOLTS
CHECK DATE: 09/10/2019									
					20,552.80				
101652 RIBS HEATING & A/C INC									
19275		09/04/2019	091719	329777	95.00	10/04/2019	INV	PD	WTP SERVICE CALL (BELT RE



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2019									
107697 RIVERS EDGE CONCRETE LLC									
C2075098		08/04/2019	091719	329778	554.00	09/04/2019	INV	PD	TIMBERVIEW TRAIL AND VALL
CHECK DATE:	09/17/2019								
C2075110		08/01/2019	091719	329778	554.00	09/01/2019	INV	PD	TIMBERVIEW TRAIL AND VALL
CHECK DATE:	09/17/2019								
C2075247		08/07/2019	091719	329778	364.50	09/07/2019	INV	PD	CURB POUR ON WILDWOOD
CHECK DATE:	09/17/2019								
C2079092		08/14/2019	091719	329778	441.00	09/14/2019	INV	PD	WILDWOOD WAY CURB
CHECK DATE:	09/17/2019								
					1,913.50				
101668 ROBBS ELECTRIC INC									
33552		08/05/2019	091719	329779	7,100.00	09/05/2019	INV	PD	WO# 596 2019 CITYWIDE OH
CHECK DATE:	09/17/2019								
33740		08/27/2019	091019	329648	684.84	09/27/2019	INV	PD	WO #637 2019 4TH ST RECON
CHECK DATE:	09/10/2019								
					7,784.84				
101669 ROBERT HALF TECHNOLOGY									
54083634		08/19/2019	091019	329649	1,400.00	09/19/2019	INV	PD	CSR TEMP - MARIHART- W/E
CHECK DATE:	09/10/2019								
54131962		08/26/2019	091019	329649	1,330.00	09/26/2019	INV	PD	CSR TEMP - MARIHART - W/E
CHECK DATE:	09/10/2019								
54182583		09/02/2019	091019	329649	1,120.00	10/02/2019	INV	PD	TEMP CSR - MARIHART- W/E
CHECK DATE:	09/10/2019								
54228416		09/09/2019	091719	329780	988.75	10/09/2019	INV	PD	CSR TEMP- MARIHART - W/E
CHECK DATE:	09/17/2019								
					4,838.75				
103251 ROBERT THOMAS HOMES INC									
4392		09/09/2019	091719	329781	1,500.00	10/09/2019	INV	PD	BLDRS DEP REF- 4392 MILLS
CHECK DATE:	09/17/2019								
4421		09/09/2019	091719	329781	750.00	10/09/2019	INV	PD	BLDRS DEP REF-4421 MILLST
CHECK DATE:	09/17/2019								
4427		09/09/2019	091719	329781	1,500.00	10/09/2019	INV	PD	BLDRS DEP REF-4427 MILLST
CHECK DATE:	09/17/2019								



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					3,750.00				
101673 ROCHESTER MIDLAND CORP									
INV00139695		08/25/2019	091719	329782	58.64	09/24/2019	INV	PD	FIREMAN'S PARK
CHECK DATE: 09/17/2019									
101738 SCHILLING SUPPLY COMPANY									
717492-00		09/05/2019	091719	329783	188.25	10/05/2019	INV	PD	FIREMAN/VET'S PARK CLEANI
CHECK DATE: 09/17/2019									
733277-00		08/26/2019	091019	329650	2,275.30	09/26/2019	INV	PD	cleaning supplies-CCC
CHECK DATE: 09/10/2019									
733977-00		08/30/2019	091719	329783	1,222.47	09/30/2019	INV	PD	cleaning supplies
CHECK DATE: 09/17/2019									
					3,686.02				
107708 SCHOLZ, TERRANCE									
10015198-1		08/30/2019	091019	329651	34.79	09/30/2019	INV	PD	CREDIT BALANCE REFUND-420
CHECK DATE: 09/10/2019									
101730 SCHWEITZER ENGINEERING LABORATORIES INC									
INV-000406274	190114	08/07/2019	091019	329652	5,637.19	09/07/2019	INV	PD	WEST CREEK SWITCH GEAR BU
CHECK DATE: 09/10/2019									
INV-000410056		08/20/2019	091019	329652	-387.19	09/20/2019	CRM	PD	TAX CREDIT FOR INV-000406
CHECK DATE: 09/10/2019									
					5,250.00				
101719 TECTA AMERICA CORP									
S510054055		08/29/2019	091719	329784	3,291.00	09/29/2019	INV	PD	ROOFING REPAIRS AT CITY H
CHECK DATE: 09/17/2019									
107602 SHAKOPEE MDEWAKANTON SIOUX COMMUNITY									
18-0077		08/30/2019	091719	329785	6,000.00	09/30/2019	INV	PD	EMT CLASS FOR 4 FIREFIGHT
CHECK DATE: 09/17/2019									
104416 KELBRO COMPANY									
2407407		08/15/2019	091019	329653	260.35	09/15/2019	INV	PD	OAK 19 ICE MACHINE RENTAL
CHECK DATE: 09/10/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101775 THE SHERWIN-WILLIAMS COMPANY-CHANHASSEN									
2346-7		07/11/2019	091719	329786	41.03	09/06/2019	INV	PD	STAIN FOR FIREMAN'S PARK
CHECK DATE:	09/17/2019								
4113-9		08/12/2019	091019	329654	55.44	09/20/2019	INV	PD	PAINT FOR PICNIC TABLES A
CHECK DATE:	09/10/2019								
5232-6		09/03/2019	091719	329786	1,558.40	10/20/2019	INV	PD	PAINT FOR CROSSINGS, TURN
CHECK DATE:	09/17/2019								
5454-2		07/12/2019	091719	329786	40.96	09/06/2019	INV	PD	BOARDWALK STAIN FOR FIREM
CHECK DATE:	09/17/2019								
6761-9		08/08/2019	091019	329654	256.70	09/20/2019	INV	PD	PAINT FOR STRIPING GRASS
CHECK DATE:	09/10/2019								
7601-6		08/26/2019	091019	329654	43.05	09/20/2019	INV	PD	PAINT TIP FOR CROSSWALKS
CHECK DATE:	09/10/2019								
8856-3		08/26/2019	091019	329654	190.65	09/20/2019	INV	PD	PAINT FOR TURN ARROWS-CRO
CHECK DATE:	09/10/2019								
					2,186.23				
104827 ROHN INDUSTRIES INC									
508436		08/13/2019	091019	329655	20.25	09/13/2019	INV	PD	Security Console - empty
CHECK DATE:	09/10/2019								
105388 SHRED-IT US HOLDCO INC									
8127910506		08/15/2019	091719	329787	88.82	09/14/2019	INV	PD	Shredding
CHECK DATE:	09/17/2019								
104547 SITEONE LANDSCAPE SUPPLY HOLDING LLC									
93613525-001		08/07/2019	091019	329656	62.40	09/15/2019	INV	PD	2" PVC FOR IRRIGATION REP
CHECK DATE:	09/10/2019								
93719141-001		08/12/2019	091019	329656	223.82	09/15/2019	INV	PD	REPLACEMENT PARTS FOR IRR
CHECK DATE:	09/10/2019								
					286.22				
101803 SM HENTGES & SONS INC									
SP1017-108-3		09/06/2019	091719	329788	1,643,235.10	10/06/2019	INV	PD	TH 212 INTERCHANGE & CSAH
CHECK DATE:	09/17/2019								
107195 SOCIAL INDOOR LLC									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2668		08/22/2019	091019	329657	1,000.00	09/21/2019	INV	PD	TC ADVERTISING
CHECK DATE: 09/10/2019									
101914 SOUTHWEST METRO CHAMBER OF COMMERCE									
23405		08/22/2019	091719	329789	550.00	09/22/2019	INV	PD	Annual Golf Classic Donat
CHECK DATE: 09/17/2019									
101828 SOUTHWEST NEWS MEDIA									
2063059		07/04/2019	082919	329511	536.39	08/25/2019	INV	PD	CUSTOMER RELATIONS SUPERV
CHECK DATE: 08/29/2019									
2068351		08/15/2019	091719	329790	365.75	09/25/2019	INV	PD	SOLICITOR ORDINANCE
CHECK DATE: 09/17/2019									
2070375		08/29/2019	091719	329790	36.25	09/25/2019	INV	PD	CUP/PLAT TWIN HOMES
CHECK DATE: 09/17/2019									
					938.39				
101847 SRF CONSULTING GROUP INC									
12504.00-3		07/31/2019	091719	329791	136,170.10	09/20/2019	INV	PD	TH 212 INTERCHANGE & CSAH
CHECK DATE: 09/17/2019									
101857 ST ANDREWS PRODUCT COMPANY									
0000853871		07/30/2019	091019	329658	145.36	08/30/2019	INV	PD	RESALE
CHECK DATE: 09/10/2019									
0000854041		08/14/2019	091019	329658	471.58	09/13/2019	INV	PD	GOLF TEES
CHECK DATE: 09/10/2019									
					616.94				
103950 APPLIED CONCEPTS									
353522		08/27/2019	091719	329792	3,151.00	09/26/2019	INV	PD	SQUAD 1191 SETUP-RADAR
CHECK DATE: 09/17/2019									
101860 STANDARD SPRING & ALIGNMENT SERVICE INC									
379406		09/05/2019	091719	329793	1,500.16	10/05/2019	INV	PD	#108 STREET PARTS
CHECK DATE: 09/17/2019									
101850 STANTEC CONSULTING SERVICES INC									
1543629		08/02/2019	091719	329794	12,406.00	09/02/2019	INV	PD	JUN 2019-GENERAL ENGINEER



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2019									
1543630		08/02/2019	091719	329794	1,168.50	09/02/2019	INV	PD	JUN 2019-ENGINEERING DEPT
CHECK DATE: 09/17/2019									
1543648		08/02/2019	091719	329794	7,475.02	09/02/2019	INV	PD	JUN 2019-PIONEER TRL/MCKN
CHECK DATE: 09/17/2019									
1543649		08/02/2019	091719	329794	22,648.51	09/02/2019	INV	PD	JUN 2019-2019 DT RECONSTR
CHECK DATE: 09/17/2019									
1543651		08/02/2019	091719	329794	19,041.36	09/02/2019	INV	PD	JUN 2019-CREEK RD L2723 R
CHECK DATE: 09/17/2019									
1543652		08/02/2019	091719	329794	8,717.50	09/02/2019	INV	PD	JUN 2019-E 6TH ST L4965 R
CHECK DATE: 09/17/2019									
1543843		08/02/2019	091719	329794	342.00	09/02/2019	INV	PD	JUN 2019-DT RECONSTRUCTIO
CHECK DATE: 09/17/2019									
1543844		08/02/2019	091719	329794	5,371.68	09/02/2019	INV	PD	JUN 2019-CLOVER RIDGE DR
CHECK DATE: 09/17/2019									
1543845		08/02/2019	091719	329794	1,899.00	09/02/2019	INV	PD	JUN 2019-NE COLLECTOR IN
CHECK DATE: 09/17/2019									
1543846		08/02/2019	091719	329794	11,257.00	09/02/2019	INV	PD	JUN 2019-RECORD PLAN/BASE
CHECK DATE: 09/17/2019									
1543847		08/02/2019	091719	329794	595.00	09/02/2019	INV	PD	JUN 2019-MCKNIGHT WETLAND
CHECK DATE: 09/17/2019									
1543848		08/02/2019	091719	329794	2,052.00	09/02/2019	INV	PD	JUN 2019-CREEK RD SW C OL
CHECK DATE: 09/17/2019									
1543850		08/02/2019	091719	329794	373.00	09/02/2019	INV	PD	JUN 2019-FORMER CARVER CT
CHECK DATE: 09/17/2019									
1543851		08/02/2019	091719	329794	1,559.00	09/02/2019	INV	PD	JUN 2019-VETERAN'S PARK M
CHECK DATE: 09/17/2019									
1543853		08/02/2019	091719	329794	5,284.60	09/02/2019	INV	PD	JUN 2019-NE COLLECTOR IN
CHECK DATE: 09/17/2019									
1543854		08/02/2019	091719	329794	650.00	09/02/2019	INV	PD	JUN 2019-BAVARIA RD TURN
CHECK DATE: 09/17/2019									
1543855		08/02/2019	091719	329794	15,378.36	09/02/2019	INV	PD	JUN 2019-CREEK CENTER/CRE
CHECK DATE: 09/17/2019									
1543856		08/02/2019	091719	329794	730.72	09/02/2019	INV	PD	JUN 2019-FORMACOAT SITE P
CHECK DATE: 09/17/2019									
1543857		08/02/2019	091719	329794	13,610.83	09/02/2019	INV	PD	JUN 2019-ADA TRANSITION P
CHECK DATE: 09/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1544417 CHECK DATE: 09/17/2019		08/02/2019	091719	329794	163.80	09/02/2019	INV	PD	JUN 2019-LAKE HAZELTINE S
1544423 CHECK DATE: 09/17/2019		08/02/2019	091719	329794	13,243.68	09/02/2019	INV	PD	JUN 2019-2018 DT RECONSTR
					143,967.56				
101864 STAR TRIBUNE									
10530527-2019 CHECK DATE: 09/10/2019		08/11/2019	091019	329659	169.00	08/27/2019	INV	PD	Lodge subscription
102984 STEVE'S CURLING SUPPLIES LLC									
A4323 CHECK DATE: 09/10/2019		08/13/2019	091019	329660	627.15	09/13/2019	INV	PD	Curling resale, replaceme
106295 RICHARD STOLZ									
4175 CHECK DATE: 09/10/2019		08/14/2019	091019	329661	100.00	09/14/2019	INV	PD	Music at Senior Fair and
101886 STOP STICK LTD									
0015426-IN CHECK DATE: 09/17/2019		08/21/2019	091719	329795	967.00	09/21/2019	INV	PD	Stop Stick kits for squad
101888 STREICHERS									
CM283195 CHECK DATE: 09/10/2019		08/02/2019	091019	329662	-120.00	09/14/2019	CRM	PD	Frisbie-Vest shirt carrie
I1371143 CHECK DATE: 09/10/2019		06/04/2019	091019	329662	1,128.00	09/14/2019	INV	PD	Boll-replacement vest per
I1377321 CHECK DATE: 09/10/2019		07/11/2019	091019	329662	18.98	09/14/2019	INV	PD	Martin-Initial Issue hat
I1379673 CHECK DATE: 09/10/2019		07/26/2019	091019	329662	124.99	09/14/2019	INV	PD	Martin-Initial Issue hols
					1,151.97				
101892 STUART C IRBY CO									
S011341817.003 CHECK DATE: 09/17/2019	190152	08/19/2019	091719	329796	4,578.00	09/18/2019	INV	PD	SWITCHPAD MT 3PH (REF 18)
S011437927.001	190154	08/19/2019	091719	329796	12,888.00	09/18/2019	INV	PD	37.5 KVA TRANSFORMERS UG



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2019									
S011437927.003	190153	08/21/2019	091719	329796	8,592.00	09/20/2019	INV	PD	25, 37.5 & 50 KVA UG TRAN
CHECK DATE: 09/17/2019									
S011437940.001	190153	08/19/2019	091719	329796	6,770.00	09/18/2019	INV	PD	25, 37.5 & 50 KVA UG TRAN
CHECK DATE: 09/17/2019									
S011437940.003	190153	08/21/2019	091719	329796	7,960.00	09/20/2019	INV	PD	25, 37.5 & 50 KVA UG TRAN
CHECK DATE: 09/17/2019									
S011467305.002	190142	08/06/2019	091019	329663	134.55	09/05/2019	INV	PD	ANCHOR POWER SCREW 14"
CHECK DATE: 09/10/2019									
S011485025.001	190138	08/01/2019	091019	329663	205.71	08/31/2019	INV	PD	LAMP HPS 150 MOGUL
CHECK DATE: 09/10/2019									
S011510436.001	190155	08/26/2019	091719	329796	1,622.55	09/25/2019	INV	PD	COND ACSR 336.4 MERLIN 18
CHECK DATE: 09/17/2019									
					42,750.81				
103677 SUN LIFE ASSURANCE COMPANY OF CANADA									
237741/AUG19		08/01/2019	090519	329521	4,161.20	09/01/2019	INV	PD	AUG 2019 EMP LIFE INS PRE
CHECK DATE: 09/05/2019									
107811 SWAT HOLDINGS LLC									
24072		08/26/2019	091719	329797	76.00	09/26/2019	INV	PD	BUILDING PERMIT REFUND-NO
CHECK DATE: 09/17/2019									PAYEE: SWAT HOLDINGS LLC
106627 DIGITAL GOLF TECHNOLOGIES INC									
5109		07/31/2019	091019	329664	1,002.00	09/19/2019	INV	PD	DIGITAL GOLF RENTAL/PLAY
CHECK DATE: 09/10/2019									
102005 T & R ELECTRIC SUPPLY CO INC									
154482		08/14/2019	091019	329665	1,065.00	09/14/2019	INV	PD	OIL TESTING FOR SUBSTATIO
CHECK DATE: 09/10/2019									
107683 TCF NATIONAL BANK									
6148046		08/12/2019	090519	329522	284.93	09/03/2019	INV	PD	FD EQUIPMENT FINANCE-PMT
CHECK DATE: 09/05/2019									
105137 TEE TIMES PRESS INC									
26703		05/08/2019	082919	329512	225.00	09/16/2019	INV	PD	TC ADVERTISING-JR PROGRAM



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 08/29/2019									
100757 THE GRAPHIC EDGE INC									
1349599		08/08/2019	091019	329666	499.10	09/07/2019	INV	PD	Softball League Champ Shi
CHECK DATE: 09/10/2019									
101956 THE HARTFORD									
855210048593		09/01/2019	091319	329833	2,529.35	09/15/2019	INV	PD	SEP 2019 EMP LTD INS PREM
CHECK DATE: 09/13/2019									
101964 PMT EMBROIDERY LLC									
17456		08/15/2019	091019	329667	240.00	09/13/2019	INV	PD	Curling uniforms-corporat
CHECK DATE: 09/10/2019									
17485		09/06/2019	091719	329798	51.54	10/06/2019	INV	PD	LOGO ON TC SWEATSHIRTS
CHECK DATE: 09/17/2019									
					291.54				
104908 TIMESAVER OFF SITE SECRETARIAL INC									
M24968		08/14/2019	091019	329668	145.00	08/19/2019	INV	PD	Council Meeting 8/5/2019
CHECK DATE: 09/10/2019									
M25005		08/30/2019	091719	329799	395.00	09/09/2019	INV	PD	Planning Minutes 8/14, Co
CHECK DATE: 09/17/2019									
					540.00				
101983 TOTAL CONTROL SYSTEMS INC									
8582		12/26/2018	091019	329669	299.90	08/27/2019	INV	PD	SCADA SYSTEM
CHECK DATE: 09/10/2019									
8965		08/22/2019	091719	329800	67.00	09/22/2019	INV	PD	YELLOW BRICK LIFT STATON
CHECK DATE: 09/17/2019									
					366.90				
101995 TRANE									
310181389		08/23/2019	091719	329801	206.28	09/23/2019	INV	PD	CITY HALL CHILLER/HVAC SE
CHECK DATE: 09/17/2019									
103946 TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC									
1549467/AUG19		09/01/2019	091719	329802	125.00	10/15/2019	INV	PD	Data Processing
CHECK DATE: 09/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
102008 TRI-CITY/WILLIAM LLOYD ANALYTICAL LAB									
1900238		09/03/2019	091719	329803	208.00	10/03/2019	INV	PD	Clayhole Water Testing-Au
CHECK DATE: 09/17/2019									
102027 TWIN CITIES & WESTERN RAILROAD CO									
M013892-IN		09/05/2019	091719	329804	656.88	10/05/2019	INV	PD	RxR CROSSING AT CLOVER RI
CHECK DATE: 09/17/2019									
102026 API GARAGE DOOR INC									
Z109755		08/31/2019	091719	329805	1,057.05	09/30/2019	INV	PD	Repair sally port garage
CHECK DATE: 09/17/2019									
102129 UNITED FARMERS COOPERATIVE									
922322		08/21/2019	091019	329670	71.50	09/21/2019	INV	PD	POLE SAW PARTS
CHECK DATE: 09/10/2019									
922770		08/27/2019	091019	329670	250.64	09/27/2019	INV	PD	HERBICIDES
CHECK DATE: 09/10/2019									
					322.14				
102037 ULINE INC									
110675782		07/22/2019	082919	329513	79.88	08/22/2019	INV	PD	Dog park brochure holders
CHECK DATE: 08/29/2019									
111458691		08/15/2019	091019	329671	80.29	09/15/2019	INV	PD	label maker
CHECK DATE: 09/10/2019									
111467635		08/15/2019	091019	329671	313.51	09/13/2019	INV	PD	laminator
CHECK DATE: 09/10/2019									
					473.68				
102038 ULTIMATE SAFETY CONCEPTS INC									
184334		08/27/2019	091719	329806	405.95	09/16/2019	INV	PD	RAM EXTENSION FOR RAM
CHECK DATE: 09/17/2019									
184412		08/30/2019	091719	329806	60.98	09/30/2019	INV	PD	#305 SETUP-TAHOE BRACKET
CHECK DATE: 09/17/2019									
					466.93				
102051 UPS									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
000027V7Y7349 CHECK DATE: 09/05/2019		08/24/2019	090519	329523	20.54	09/04/2019	INV	PD	SHIPPING-TC
102064 US BANK									
5466298 CHECK DATE: 09/17/2019		08/23/2019	091719	329807	500.00	09/23/2019	INV	PD	PAYING AGENT FEE GO IMP 2
107745 US BANK NATIONAL ASSOCIATION									
393016068 CHECK DATE: 09/17/2019		08/21/2019	091719	329808	439.53	09/15/2019	INV	PD	CCC COLOR COPIER LEASE PM
104522 US FOODS INC									
3033483 CHECK DATE: 09/10/2019		08/20/2019	091019	329672	137.79	09/19/2019	INV	PD	SOAP & TP
3166139 CHECK DATE: 09/10/2019		08/27/2019	091019	329672	229.68	09/26/2019	INV	PD	SOAP & TOWELS
5871978 CHECK DATE: 09/10/2019		08/16/2019	091019	329672	165.02	09/15/2019	INV	PD	HAND TOWELS
					532.49				
107687 UNIVERSAL PROTECTION SERVICE LP									
9013890 CHECK DATE: 08/29/2019		07/04/2019	082919	329514	356.58	08/29/2019	INV	PD	Event Ctr security
9061621 CHECK DATE: 08/29/2019		07/18/2019	082919	329514	191.03	08/18/2019	INV	PD	Event Ctr security
9106200 CHECK DATE: 09/10/2019		08/01/2019	091019	329673	152.82	09/01/2019	INV	PD	Event Ctr security
9171455 CHECK DATE: 09/17/2019		08/22/2019	091719	329809	318.38	09/22/2019	INV	PD	Event Ctr security 8/16-8
					1,018.81				
104248 VALLEY RICH CO INC									
27322 CHECK DATE: 09/10/2019		08/05/2019	091019	329674	7,538.00	09/21/2019	INV	PD	CO RD 140 & PERCHERON
102102 VERIZON WIRELESS									
9834587372 CHECK DATE: 08/16/2019		07/21/2019	081619	329495	5,065.07	08/13/2019	INV	PD	AUG 2019 PHONE SERVICE



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE	DESCRIPTION
9834686460 CHECK DATE: 08/16/2019		07/23/2019	081619	329495	587.88	08/15/2019	INV	PD	JUL 2019	CRADLEPOINTS
9836679463 CHECK DATE: 09/13/2019		08/23/2019	091319	329834	627.70	09/15/2019	INV	PD	AUG 2019	CRADLEPOINTS
107804 NICHOLAS BERNARD FASCHING					6,280.65					
109 CHECK DATE: 09/17/2019		08/22/2019	091719	329810	500.00	09/22/2019	INV	PD	Adventure Camp-climbing t	
102104 VESSCO INC										
77184 CHECK DATE: 09/17/2019		07/23/2019	091719	329811	537.19	09/06/2019	INV	PD	WTP MAG DRIVE PUMP	
77384 CHECK DATE: 09/10/2019		08/09/2019	091019	329675	161.04	09/09/2019	INV	PD	WTP MAINTENANCE	
77535 CHECK DATE: 09/10/2019		08/22/2019	091019	329675	3,911.41	09/22/2019	INV	PD	WTP MAINTENANCE	
102125 VON HANSONS MEATS					4,609.64					
110758 CHECK DATE: 09/17/2019		09/09/2019	091719	329812	1,076.12	10/09/2019	INV	PD	FD OPEN HOUSE HOT DOGS &	
102227 ONVOY LLC										
009426/SEP19 CHECK DATE: 09/17/2019		09/01/2019	091719	329813	1,853.53	09/25/2019	INV	PD	SEP 2019	CITY HALL ETHERN
009486/SEP19 CHECK DATE: 09/17/2019		09/01/2019	091719	329813	889.21	09/25/2019	INV	PD	SEP 2019	EDU CTR ETHERNET
102133 WAGNER PRESS & GRAPHICS					2,742.74					
32115 CHECK DATE: 09/10/2019		08/12/2019	091019	329676	119.00	09/12/2019	INV	PD	OUTAGE REPORTS	
32163 CHECK DATE: 09/10/2019		08/26/2019	091019	329676	191.86	09/26/2019	INV	PD	AUG UTILITY INSERT-WHAT'S	
32217 CHECK DATE: 09/17/2019		09/09/2019	091719	329814	111.00	09/24/2019	INV	PD	Business Cards-Yaeger, Is	



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
102141 WASTE MANAGEMENT-SAVAGE					421.86				
8139357-2282-3		08/29/2019	091719	329815	666.64	09/28/2019	INV	PD	SEP WASTE REMOVAL - TC
CHECK DATE:	09/17/2019								
8139402-2282-7		08/29/2019	091019	329677	196.59	09/28/2019	INV	PD	SEP PAR 30 GARBAGE
CHECK DATE:	09/10/2019								
					863.23				
102143 WATER CONSERVATION SERVICES INC									
9746		08/21/2019	091019	329678	579.33	09/21/2019	INV	PD	LEAK LOCATES EDGEWOOD DR
CHECK DATE:	09/10/2019								
102146 WATER SPECIALTY OF MINNESOTA INC									
11688		08/30/2019	091719	329816	4,097.50	09/30/2019	INV	PD	POOL CHEMICALS
CHECK DATE:	09/17/2019								
102148 WAYNE DAUWALTER PLUMBING									
5016		08/16/2019	091019	329679	880.00	09/15/2019	INV	PD	PLUMBING REPAIRS IN BREAK
CHECK DATE:	09/10/2019								
5038		08/08/2019	091019	329679	180.00	09/07/2019	INV	PD	SERVICE CART DRAIN
CHECK DATE:	09/10/2019								
					1,060.00				
107817 WELLHAVEN PETHEALTH MN CLINICAL PC									
7173		08/16/2019	091719	329817	459.35	09/16/2019	INV	PD	Animal control - dog 1900
CHECK DATE:	09/17/2019								
7261		08/19/2019	091719	329817	395.38	09/19/2019	INV	PD	Animal control - dog 1900
CHECK DATE:	09/17/2019								
					854.73				
102160 WELLS FARGO BANK MINNESOTA NA									
1737579		09/03/2019	091719	329818	750.00	10/03/2019	INV	PD	PAYING AGENT FEES 2010 C/
CHECK DATE:	09/17/2019								
102166 WESCO DISTRIBUTION INC									
752268	190139	08/07/2019	091019	329680	548.00	09/07/2019	INV	PD	SPLIT BOLT ALL PURPOSE 1/
CHECK DATE:	09/10/2019								



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
781208	190151	08/28/2019	091719	329819	2,616.30	09/28/2019	INV	PD	ELBOW 750 MCM 600 A
CHECK DATE:	09/17/2019								
781209	190150	08/28/2019	091019	329680	1,263.00	09/28/2019	INV	PD	SPLIT BOLT ALL PURPOSE 8S
CHECK DATE:	09/10/2019								
					4,427.30				
107821 WILLOW PROPERTIES #11 LLC									
31664		09/10/2019	091719	329820	7,303.44	10/10/2019	INV	PD	CREDIT BALANCE REFUND-343
CHECK DATE:	09/17/2019								
103840 WINNERS AWARD GROUP									
50335		08/19/2019	091019	329681	1,837.44	09/19/2019	INV	PD	TROPHIES-CLUB CHAMPIONSHI
CHECK DATE:	09/10/2019								
102189 WM MUELLER & SONS									
247213		08/13/2019	091719	329821	2,396.26	09/25/2019	INV	PD	LUISA CT SUMP - PIPE XING
CHECK DATE:	09/17/2019								
247289		08/14/2019	091719	329821	384.25	09/25/2019	INV	PD	LUISA COURT DRAINTILE - W
CHECK DATE:	09/17/2019								
247339		08/15/2019	091719	329821	300.54	09/25/2019	INV	PD	LUISA DRAINTILE -- PIPE XI
CHECK DATE:	09/17/2019								
247340		08/15/2019	091719	329821	1,339.20	09/25/2019	INV	PD	LUISA COURT DRAINTILE AND
CHECK DATE:	09/17/2019								
247522		08/21/2019	091019	329682	286.39	09/25/2019	INV	PD	S/W STOCKPILE
CHECK DATE:	09/10/2019								
247523		08/21/2019	091019	329682	252.45	09/25/2019	INV	PD	POTHOLE PATCHING
CHECK DATE:	09/10/2019								
247588		08/25/2019	091019	329682	207.04	09/25/2019	INV	PD	LYMAN BLVD UG RELOCATION
CHECK DATE:	09/10/2019								
247589		08/25/2019	091019	329682	2,052.64	09/25/2019	INV	PD	STREET MAINT AND BIG WOOD
CHECK DATE:	09/10/2019								
247842		08/29/2019	091019	329682	226.18	09/25/2019	INV	PD	PARK SUPPLIES
CHECK DATE:	09/10/2019								
247892		08/31/2019	091719	329821	253.28	09/25/2019	INV	PD	WATER STOCKPILE
CHECK DATE:	09/17/2019								
247893		08/31/2019	091719	329821	425.33	09/25/2019	INV	PD	POTHOLE PATCHING
CHECK DATE:	09/17/2019								



09/13/2019 11:32
8482mrob

City of Chaska
VENDOR INVOICE LIST

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apinvlst

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
247990		09/04/2019	091719	329821	167.45	10/25/2019	INV	PD	POTHOLE PATCHING
CHECK DATE: 09/17/2019									
					8,291.01				
102206 WOLF MOTOR CO INC									
6192963/1		07/03/2019	091019	329683	371.00	09/03/2019	INV	PD	#123 TOOL CAT SET-UP
CHECK DATE: 09/10/2019									
107800 WRAP TECHNOLOGIES INC									
276		08/19/2019	091019	329684	6,499.00	09/19/2019	INV	PD	BolaWraps and accessories
CHECK DATE: 09/10/2019									
102217 WW GOETSCH ASSOC INC									
102590		08/01/2019	091019	329685	4,460.44	09/01/2019	INV	PD	ARBOR PARK BOOSTER STATIO
CHECK DATE: 09/10/2019									
102220 NORTHLAND SYSTEMS INC									
76919		08/14/2019	091019	329686	314.44	09/18/2019	INV	PD	FEX CABLES
CHECK DATE: 09/10/2019									
77014		09/05/2019	091719	329822	6,895.00	10/10/2019	INV	PD	SEP 2019 RECOVERY SVC
CHECK DATE: 09/17/2019									
77015		09/05/2019	091719	329822	15,810.00	10/10/2019	INV	PD	SEP 2019 SUPPORT SVC
CHECK DATE: 09/17/2019									
					23,019.44				
105150 ZAYO GROUP HOLDINGS INC									
2019090011266		09/01/2019	091719	329823	1,319.23	09/30/2019	INV	PD	CITY FIBER MAINTENANCE
CHECK DATE: 09/17/2019									
102228 ZEE MEDICAL SERVICE INC									
54126101		08/05/2019	091019	329687	393.05	09/05/2019	INV	PD	First Aid Supplies-CCC
CHECK DATE: 09/10/2019									
54126155		08/20/2019	091019	329687	110.35	09/20/2019	INV	PD	MEDICAL SUPPLIES-FD
CHECK DATE: 09/10/2019									
54126215		09/04/2019	091719	329824	144.00	10/04/2019	INV	PD	First Aid supplies-gloves
CHECK DATE: 09/17/2019									



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City of Chaska
VENDOR INVOICE LIST

P 50
apinvlst

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
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586 INVOICES	4,003,172.56
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** END OF REPORT - Generated by Michelle Robbin **

Wires



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City of Chaska
VENDOR INVOICE LIST

P 1
apinvlst

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
105243 ALERUS FINANCIAL								
C82426		08/07/2019	082019	2022	107.10 08/20/2019	DIR	PD	JUL 2019 PARTICIPANT FEES
CHECK DATE: 08/20/2019								
100385 CHASKA FIRE DEPT RELIEF ASSN								
2019/07-CFDRA		08/16/2019	081619	2012	29,721.55 08/16/2019	DIR	PD	JUL 2019 FIRE RELIEF ASSO
CHECK DATE: 08/16/2019								
107490 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY								
69477		08/16/2019	081919	2019	1,096.00 08/16/2019	DIR	PD	081619 Payroll HCSP Contr
CHECK DATE: 08/19/2019								
69811		08/30/2019	090319	2035	1,049.01 09/03/2019	DIR	PD	083019 Payroll HCSP Contr
CHECK DATE: 09/03/2019								
					2,145.01			
107744 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY								
69478		08/16/2019	081919	2020	200.00 08/19/2019	DIR	PD	081619 Payroll MNDP 457
CHECK DATE: 08/19/2019								
69812		08/30/2019	090319	2036	200.00 09/03/2019	DIR	PD	083019 Payroll MNDP 457
CHECK DATE: 09/03/2019								
					400.00			
101756 MII LIFE INCORPORATED								
2019/0901		09/01/2019	090319	2037	28,496.00 09/03/2019	DIR	PD	9/1/19 VEBA CONTRIBUTION
CHECK DATE: 09/03/2019								
39140593		08/20/2019	082219	2026	1,306.42 08/22/2019	DIR	PD	8/22/19 FSA REIMBURSEMENT
CHECK DATE: 08/22/2019								
39149082		08/27/2019	082919	2029	273.99 08/29/2019	DIR	PD	8/29/19 FSA REIMBURSEMENT
CHECK DATE: 08/29/2019								
39158037		09/03/2019	090519	2039	62.45 09/05/2019	DIR	PD	9/5/19 FSA REIMBURSEMENTS
CHECK DATE: 09/05/2019								
39161182		09/10/2019	091219	2040	436.59 09/12/2019	DIR	PD	9/12/19 FSA REIMBURSEMENT
CHECK DATE: 09/12/2019								
					30,575.45			
100927 INTERNAL REVENUE SERVICE								
69471		08/16/2019	081619	2013	129,972.73 08/16/2019	DIR	PD	081619 Payroll FICA Feder



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City of Chaska
VENDOR INVOICE LIST

P 2
apinvlst

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 08/16/2019									
69806		08/30/2019	083019	2030	143,843.98	08/30/2019	DIR	PD	083019 Payroll FICA Feder
CHECK DATE: 08/30/2019									
					273,816.71				
101346 MINNESOTA COMMISSIONER OF REVENUE									
2019/0731-CC		07/31/2019	082019	2025	14,061.43	08/20/2019	DIR	PD	JUL-19 CARVER CTY TRANSIT
CHECK DATE: 08/20/2019									
2019/0731-SLS/UB		07/31/2019	082019	2023	173,381.11	08/20/2019	DIR	PD	JUL-19 GEN/UB SALES TAX
CHECK DATE: 08/20/2019									
2019/0731-USE		07/31/2019	082019	2024	3,979.13	08/20/2019	DIR	PD	JUL-19 USE TAX
CHECK DATE: 08/20/2019									
					191,421.67				
101343 MINNESOTA DEPT OF REVENUE-PAYROLL WIRES									
69472		08/16/2019	081619	2014	25,866.85	08/16/2019	DIR	PD	081619 Payroll MN State T
CHECK DATE: 08/16/2019									
69807		08/30/2019	090319	2034	29,055.49	09/03/2019	DIR	PD	083019 Payroll MN State T
CHECK DATE: 09/03/2019									
					54,922.34				
101249 MINNESOTA MUNICIPAL POWER AGENCY									
3107		08/05/2019	082019	2021	3,141,011.50	08/20/2019	DIR	PD	JUL 2019 ELECTRIC SERVICE
CHECK DATE: 08/20/2019									
101376 NATIONWIDE RETIREMENT SOLUTIONS(USCM)									
69473		08/16/2019	081619	2016	10,994.69	08/16/2019	DIR	PD	081619 Payroll 457 Contri
CHECK DATE: 08/16/2019									
69808		08/30/2019	083019	2031	11,119.69	08/30/2019	DIR	PD	083019 Payroll 457 Contri
CHECK DATE: 08/30/2019									
					22,114.38				
106955 NATIONWIDE RETIREMENT SOLUTIONS(USCM)									
69476		08/16/2019	081619	2017	741.00	08/16/2019	DIR	PD	081619 Payroll Roth Contr
CHECK DATE: 08/16/2019									
69810		08/30/2019	083019	2033	741.00	08/30/2019	DIR	PD	083019 Payroll Roth Contr
CHECK DATE: 08/30/2019									



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City of Chaska
VENDOR INVOICE LIST

P 3
apinvlst

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					1,482.00			
107499 OLD NATIONAL BANK								
6334832-JUN-AUG/19		09/03/2019	090319	2038	25,746.97 09/03/2019 DIR	PD		INT ON TEMP BONDS 6/1-8/3
CHECK DATE: 09/03/2019								
104668 OPTUM BANK INC								
69475		08/16/2019	081919	2018	12,564.46 08/19/2019 DIR	PD		081619 Payroll HSA Contri
CHECK DATE: 08/19/2019								
101498 PCARD								
2018/0812-PC		08/12/2019	082719	2028	54,930.94 08/27/2019 DIR	PD		AUG 2019 PCARD PURCHASES
CHECK DATE: 08/27/2019								
101525 PITNEY BOWES POSTAGE								
2019/0822-PB		08/22/2019	082319	2027	1,200.00 08/23/2019 DIR	PD		8/22/19 REPLENISH POSTAGE
CHECK DATE: 08/23/2019								
101506 PUBLIC EMPLOYEES RETIREMENT ASSOCIATION								
69474		08/16/2019	081619	2015	87,078.38 08/16/2019 DIR	PD		081619 Payroll PERA Contr
CHECK DATE: 08/16/2019								
69809		08/30/2019	083019	2032	93,692.40 08/30/2019 DIR	PD		083019 Payroll PERA Contr
CHECK DATE: 08/30/2019								
=====								
29 INVOICES					4,022,930.86			
=====								

** END OF REPORT - Generated by Michelle Robbin **

**Biweekly Report
September 19, 2019
By
Matt Podhradsky**

Upcoming Work Sessions

I wanted to take this opportunity to let the Council know about three work sessions we have coming up to be aware of. They include:

- September 16th: At 5:45 pm we will be having a work session to talk about the 2020 Preliminary Tax levy and the 5-year General Fund Revenue Financial Forecast
- September 30th: At 5:45 pm we will be having a work session to continue any talk about the proposed 2020 General Fund Tax Levy (as we will be establishing it at the Council meeting that night) and to talk about planned new expenditures for the 2020 Budget year and 5-Year Financial Forecast
- October 6th: 5:45 pm we will be having a work session to talk about City Square West, our progress to date, and future actions we are going to recommend the City start considering

If you are unable to make it to any of these work sessions, or if you have any questions, please let me know.

Equity Discussion Update

Since our last Council meeting, the City has been working with the School District to put together the Marnita's Table discussion that we have been planning to have to help kick off this upcoming school year. Marnita's Table is an organization/method to bring people together over a meal to discuss important topics in the community. It has been a very successful tool for communities to discuss equity issues, with its success not only in Minnesota Communities (where the organization is based) but in other communities across the country.

Since our last Council meeting, a change to this planning is that we are now looking at the month of November to hold this event. In speaking with representatives of Marnita's Table, they indicated that to do all the preparation work needed to make the event successful, that this could not be completed by the initial October 22nd target date. Also, it should be noted that as a part of the planning, we are looking at Marnita's Table being a 2-meeting event. The first will be to have people discuss and identify issues/barriers/etc.... with the 2nd meeting having the intent on using the information from the first meeting to develop a plan of how we put this work and put it into action. The second meeting would likely be in the early part of 2020.

If you have any questions about this, please feel free to let me know.

Council/Department Head Retreat

Just a reminder to put on your calendars that we will be having our Council/Department Head retreat on Thursday September 19th from 8-4:30 and on Friday September 20th from 8-midafternoon. We will be providing lunch both days and snacks/drinks throughout the day. Our retreat facilitators will be Richard and Irina Fursman from Hue Life, and we will be having the retreat at Oak Ridge Conference center once again.

As I have shared with all of you, this retreat is a great opportunity for us to talk about the future and to be able to come out of it with the framework for a Strategic Plan for our new Council. To prepare for this retreat, just a reminder that all Council members should complete their Insights Evaluation, as this will be an important tool used in the retreat. If you have not received information on how to complete this, please let me know.

I truly look forward to this and have seen the work that we complete in these sessions be a strategic advantage for our community as we move forward. If you have any questions about this, or if any issues pop up with the date, please let me know.

YMCA Equity Institute

As I have shared with you previously, the City of Chaska will be working with the YMCA in having all our full-time employees get trained through their Equity Institute. This is a 4 piece training session that is focused on how to make our employees more aware and empathetic to all customers who come through the door and how we make sure we are giving the employees the tools to provide an inviting atmosphere for all of our residents/customers. We will be rolling these training sessions out starting in October, with the City breaking into 5 different groups with starting times for the training going all the way into early 2020. As I have previously mentioned, we want to provide an opportunity for all Council members to be a part of this training. To that end, our HR Coordinator, Sarah Donovan, will be getting an email out to all of you shortly showing what date options we have for each of our 5 sessions. When you get this, please respond to her if you are interested and available, and what session would work best for you. We truly hope that this is training that all Council members can take advantage of. At the same time, as this will be provided throughout the organization, it will also be a good opportunity for people from throughout the City to work with people they may not always get to work with since we are located in multiple facilities across Chaska.

If you have any questions on this, or do not see an email come through letting you know about this, please let me know.

Downtown Block Party/GA Angel Fest/Octoberfest

If you haven't made plans yet for the last weekend of October, there will be a lot going on in Downtown Chaska, as the Downtown Business Alliance, Guardian Angels, the Chamber and Schramm Brewery will be teaming up for several events. The heart of the events will take place on Saturday September 28th, with the Downtown Block Party and GA Festival taking place down on a closed 2nd Street and Schramm holding Octoberfest up at the Brewery. In addition to this, the SW Chamber will be holding their annual Say Hey 5k event and Mascot Run, which is always a popular event for small kids. This should be an exciting weekend to be in Chaska and bring several visitors to our downtown Commercial District!

Fall Cleanup Day

Just a reminder that the City will once again be hosting our annual Fall Cleanup Day on Saturday October 26th from 8 am-2pm at the Chaska Athletic Park parking lot. This is an opportunity for residents to get rid of their fall yard waste (grass trimming, leaves, small branches) at no cost for Chaska residents. We will be keeping an eye on the weather over the next several weeks and if wet conditions become an issue, we may have to move it to McKnight Park as we did the Spring Cleanup Day. There will be advertising on our Web Page and all City Social Media Outlets. If you have any questions on this, please let me know.

Chief Knight Retirement

While Chief Knight will not officially be retired from the City of Chaska until January 2nd, his last day in the office will be this upcoming Wednesday September 18th. To help celebrate his retirement, we will be having some cake and refreshments for him in the Council Chambers starting at 2 pm on the 18th. If you have some time on that afternoon, please stop by and help us wish Scott the best going into his retirement!

**City of Chaska
Memorandum**

To: Administration, Mayor and City Council

From: Lisa Nelson

Controller

Reports prepared by Erin Barnum, Sr. Accountant

Date: September 13, 2019

RE: Financial Reports –

Year-To-Date (YTD) Ending July 31, 2019

FINACIAL REPORTS

Enclosed are year-to-date financial reports as of July 31, 2019.

Each fund includes the adopted budget compared to YTD totals and the resulting variance. Also presented is the percentage of actual revenue or expenditures compared to the annual budget.

These draft reports include the following revenues and expenditures:

- YTD revenue receipted by the City.
- YTD revenue from invoices issued by the City.
- YTD payrolls through check dates in July.
- YTD vendor payments that:
 - 1) were previously approved by the City Council, or
 - 2) are pending approval by the Council at the September 16th meeting.
- Workers Comp and Property Insurance allocations.
- Administrative charges and allocations

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

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

GENERAL FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
AS OF JULY 31, 2019

	2019 BUDGET	ACTUAL AS OF 7/31/19	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
REVENUES:				
Property Taxes *	\$ 5,711,506	\$ 2,973,843	\$ (2,737,663)	52%
Franchise Fees:				
Electric	3,919,000	2,221,340	(1,697,660)	57%
Cable TV	315,000	74,578	(240,422)	24%
Gas	477,400	226,269	(251,131)	47%
Licenses	154,190	174,066	19,876	113%
Permits:				
Building	798,000	199,767	(598,233)	25%
Mechanical, Plumbing & Other	457,572	184,372	(273,200)	40%
Intergovernmental:				
Federal	-	13,303	13,303	
State Aid - LGA	2,876	1,438	(1,438)	50%
State Aid - MSA	120,000	120,000	-	100%
State Aid - Police and Fire	388,200	-	(388,200)	0%
State - Other	31,886	36,047	4,161	113%
County, School and Local	112,701	41,829	(70,872)	37%
Charges For Services:				
General Government	220,857	57,736	(163,121)	26%
Public Safety	52,751	42,470	(10,281)	81%
Public Works	110,343	42,563	(67,780)	39%
Parks & Recreation	163,436	74,773	(88,663)	46%
Administrative Charges	3,666,124	3,611,351	(54,773)	99%
Fines And Forfeitures	121,845	41,089	(80,756)	34%
Investment Earnings	22,000	(2,735)	(24,735)	-12%
Other Revenue	93,930	38,097	(55,833)	41%
TOTAL REVENUES	16,939,617	10,172,196	(6,767,421)	60%
EXPENDITURES:				
General Government:				
Mayor & Council	113,457	71,843	41,614	63%
Communications	113,507	51,464	62,043	45%
Administration	802,158	573,802	228,356	72%
Elections	5,000	10,063	(5,063)	201%
Finance/Admin Services	1,553,403	982,664	570,739	63%
Information Services/Admin Services	1,156,544	696,258	460,286	60%
Fiber Systems	45,000	41,058	3,942	91%
Legal	85,565	77,118	8,447	90%
Community Development	1,028,557	536,398	492,159	52%
Engineering	367,493	179,422	188,071	49%
Government Buildings	222,333	137,725	84,608	62%
Total General Government	5,493,017	3,357,815	2,135,202	61%
Public Safety:				
Police	4,435,876	2,657,185	1,778,691	60%
State DUI Forfeitures	10,407	1,476	8,931	14%
Forfeited Drug Property	-	2,813	(2,813)	
Crime Prevention Program	-	50	(50)	
Fire Protection	1,974,325	1,197,248	777,077	61%
Civil Defense	5,672	434	5,238	8%
Total Public Safety	6,426,280	3,859,206	2,567,074	60%
Public Works:				
Administration	347,931	211,884	136,047	61%
Streets & Alleys	1,591,783	704,348	887,435	44%
Snow Removal	202,912	257,399	(54,487)	127%
Signs	14,440	4,919	9,521	34%
Municipal Services/Building	220,339	146,657	73,682	67%
Parks Maintenance	1,004,857	661,532	343,325	66%
ISD #112 Grounds Maintenance	40,745	21,498	19,247	53%
Tree Control	37,547	23,879	13,668	64%
Total Public Works	3,460,554	2,032,116	1,428,438	59%
Parks & Recreation:				
Administration	513,853	287,399	226,454	56%
Youth Recreation	172,889	86,638	86,251	50%
Adult Recreation	84,250	68,017	16,233	81%
Beach/Firemen's Park	294,215	99,504	194,711	34%
Hockey & Skating Rinks	9,559	10,479	(920)	110%
Total Parks & Recreation	1,074,766	552,037	522,729	51%
Unallocated	(40,000)	40,496	(80,496)	-101%
TOTAL EXPENDITURES	16,414,617	9,841,670	6,572,947	60%
OTHER FINANCING SOURCES (USES):				
Transfers In	-	26,387	26,387	
Transfers Out	(525,000)	(525,000)	-	
NET TRANSFERS	(525,000)	(498,613)	26,387	
NET CHANGE IN FUND BALANCES	-	(168,087)	(168,087)	

MOUNT PLEASANT MAINTENANCE FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/19	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
REVENUES:				
Property Taxes *	\$ 6,000	\$ 3,132	\$ (2,868)	52%
Charges For Services/Lot Sales	2,400	1,000	(1,400)	42%
Investment Earnings	300	-	(300)	0%
TOTAL REVENUES	8,700	4,132	(4,568)	47%
EXPENDITURES:				
Current:				
Public Works:				
Professional Services And Charges	8,500	6,120	2,380	72%
Capital Outlay	5,000	-	5,000	0%
TOTAL EXPENDITURES	13,500	6,120	7,380	45%
NET CHANGE IN FUND BALANCES	(4,800)	(1,988)	2,812	

* Tax settlements are received from Carver County in July and December - The City received an accelerated receipt in June.

ECONOMIC DEVELOPMENT AUTHORITY (EDA) FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/19	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
REVENUES:				
Property Taxes *	\$ 498,843	\$ 260,132	\$ (238,711)	52%
Charges For Services	85,000	85,000	-	100%
Special Assessments	40,000	21,979	(18,021)	55%
Investment Earnings	(3,400)	-	3,400	0%
Leases/Rent	36,400	17,675	(18,725)	49%
Other Revenue	-	6,206	6,206	
TOTAL REVENUES	656,843	390,992	(265,851)	60%
EXPENDITURES:				
Current:				
Administration:				
Professional Services	30,934	5,271	25,663	17%
Other Charges and Special Events	35,267	9,201	26,066	26%
Administrative Fees	148,757	156,269	(7,512)	105%
Economic Development Projects/Programs:				
Professional Services	41,295	117,463	(76,168)	284%
Other Charges and Special Events	19,190	17,754	1,436	93%
Debt Service:				
Principal - Promissory Note	16,800	7,196	9,604	43%
Interest - Promissory Note	9,600	2,604	6,996	27%
Capital Outlay	-	8,640	(8,640)	
TOTAL EXPENDITURES	301,843	324,398	(22,555)	107%
OTHER FINANCING SOURCES (USES):				
Transfers Out	(355,000)	(355,000)	-	
NET CHANGE IN FUND BALANCES	\$ -	\$ (288,406)	\$ (288,406)	

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

EQUIPMENT ACQUISITION FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/19	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
REVENUES:				
Property Taxes *	\$ 3,283,427	\$ 523,090	\$ (2,760,337)	16%
Charges For Services	4,000	4,450	450	111%
Interest Earnings	-	48,704	48,704	
Leases	100,000	75,126	(24,874)	75%
Donations/Contributions	-	7,200	7,200	
Other Revenue	-	581	581	
TOTAL REVENUES	3,387,427	659,151	(2,728,276)	19%
EXPENDITURES:				
Debt Service:				
Issuance Costs & Fiscal Agent Fees	181,000	-	181,000	
Capital Outlay:				
Furniture And Equipment				
Communications	4,000	-	4,000	0%
Admin. Services-Finance	40,000	-	40,000	0%
Admin. Services-Information Services	146,000	19,963	126,037	14%
City Buildings	-	-	-	
Police	70,000	154,180	(84,180)	220%
Fire	60,000	61,462	(1,462)	102%
Public Works	658,500	306,874	351,626	47%
TOTAL EXPENDITURES	1,159,500	542,479	617,021	47%
OTHER FINANCING SOURCES (USES):				
Transfers In	49,000	49,000	-	100%
Transfers Out	(2,902,927)	(686,228)	2,216,699	24%
Bonds Issued	626,000	-	(626,000)	0%
Sale of Capital Assets	-	-	-	
TOTAL OTHER FINANCING SOURCES (USES)	(2,227,927)	(637,228)	1,590,699	
NET CHANGE IN FUND BALANCES	\$ -	\$ (520,556)	\$ (520,556)	

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

ELECTRIC FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED / EXPENDED
OPERATING REVENUES:				
Residential Sales	\$ 8,430,000	\$ 4,413,250	\$ (4,016,750)	52%
Senior Sales	499,000	291,391	(207,609)	58%
Commercial Sales	1,094,000	658,786	(435,214)	60%
Industrial Sales	24,558,000	14,366,460	(10,191,540)	59%
All Other Sales	2,662,000	1,449,491	(1,212,509)	54%
TOTAL OPERATING REVENUES	37,243,000	21,179,378	(16,063,622)	57%
OPERATING EXPENSES:				
Purchased Power	25,055,000	16,555,594	8,499,406	66%
Distribution:				
Personnel Services	1,553,950	894,874	659,076	58%
Supplies, Services & Other Charges	397,501	302,411	95,090	76%
Administration:				
Personnel Services	333,899	119,340	214,559	36%
Supplies, Services & Other Charges	1,434,720	2,184,807	(750,087)	152%
Utility Billing:				
Personnel Services	250,291	135,240	115,051	54%
Supplies, Services & Other Charges	143,802	134,212	9,590	93%
Conservation Programs	681,434	337,799	343,635	50%
Franchise Fees	3,899,000	2,221,340	1,677,660	57%
Capital Outlay	681,000	662,951	18,049	97%
TOTAL OPERATING EXPENSES	34,430,597	23,548,568	10,882,029	68%
OPERATING INCOME	2,812,403	(2,369,190)	(5,181,593)	
NON-OPERATING REVENUES:				
Investment Earnings	92,400	44,383	(48,017)	
Intergovernmental	-	109	109	
Gain on Disposal of Capital Assets	-	-	-	
TOTAL NON-OPERATING REVENUES	92,400	44,492	(47,908)	
NON-OPERATING EXPENSES:				
Debt Service - Principal	471,560	-	471,560	0%
Debt Service - Principal (Contra Account)	-	-	-	
Debt Service - Interest	361,804	77,285	284,519	21%
Debt Service - Agent Fees	450	-	450	
TOTAL NON-OPERATING EXPENSES	833,814	77,285	756,529	9%
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	2,070,989	(2,401,983)	(4,472,972)	
CAPITAL CONTRIBUTIONS	-	77,893	77,893	
TRANSFERS IN (OUT):				
Transfers (Out)	(1,672,000)	(1,744,000)	(72,000)	
CHANGE IN NET POSITION	\$ 398,989	\$ (4,068,090)	\$ (4,467,079)	

WATER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Residential Sales	\$ 1,330,000	\$ 552,299	\$ (777,701)	42%
Commercial Sales	968,000	413,743	(554,257)	43%
Industrial Sales	314,000	243,552	(70,448)	78%
All Other Sales	443,480	336,839	(106,641)	76%
TOTAL OPERATING REVENUES	3,055,480	1,546,433	(1,509,047)	51%
OPERATING EXPENSES:				
Pumping	237,761	123,072	114,689	52%
Treatment	267,140	176,662	90,478	66%
Distribution:				
Personnel Services	411,521	263,828	147,693	64%
Supplies, Services & Other Charges	340,218	255,998	84,220	75%
Administration :				
Personnel Services	113,495	66,808	46,687	59%
Supplies, Services & Other Charges	465,092	466,652	(1,560)	100%
Utility Billing:				
Personnel Services	125,147	67,621	57,526	54%
Supplies, Services & Other Charges	35,045	28,289	6,756	81%
Capital Outlay	529,000	135,769	393,231	26%
TOTAL OPERATING EXPENSES	2,524,419	1,584,699	939,720	63%
OPERATING INCOME	531,061	(38,266)	(569,327)	
NON-OPERATING REVENUES:				
Investment Earnings	27,900	3,240	(24,660)	12%
Lease - Bountiful Basket	33,000	17,254	(15,746)	52%
TOTAL NON-OPERATING REVENUES	60,900	20,494	(40,406)	34%
NON-OPERATING EXPENSES:				
Debt Service - Principal	605,630	34,000	571,630	6%
Debt Service - Principal (Contra Account)	-	(34,000)	34,000	
Debt Service - Interest	369,290	162,931	206,359	44%
Issuance Costs & Fiscal Agent Fees	-	60	(60)	
Old Water Treatment Plant/Bountiful Basket	-	1,511	(1,511)	
TOTAL NON-OPERATING EXPENSES	974,920	164,502	810,418	17%
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	(382,959)	(182,274)	200,685	
CAPITAL CONTRIBUTIONS	10,000	3,300	(6,700)	
TRANSFERS IN (OUT):				
Transfers In	596,000	596,000	-	
Transfers (Out)	(56,000)	(56,000)	-	
NET TRANSFERS IN (OUT)	540,000	540,000	-	
CHANGE IN NET POSITION	\$ 167,041	\$ 361,026	\$ 193,985	

SEWER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Residential Sales	\$ 1,440,400	\$ 745,764	\$ (694,636)	52%
Commercial Sales	1,046,000	531,034	(514,966)	51%
Industrial Sales	995,900	499,762	(496,138)	50%
Other Sales	623,052	357,365	(265,687)	57%
TOTAL OPERATING REVENUE	4,105,352	2,133,925	(1,971,427)	52%
OPERATING EXPENSES:				
Pumping	48,571	5,434	43,137	11%
Treatment	2,433,857	1,622,571	811,286	67%
Collection:				
Personnel Services	411,524	263,897	147,627	64%
Supplies, Services & Other Charges	194,769	107,624	87,145	55%
Administration:				
Personnel Services	113,494	66,808	46,686	59%
Supplies, Services & Other Charges	458,438	457,063	1,375	100%
Utility Billing:				
Personnel Services	125,147	67,621	57,526	54%
Supplies, Services & Other Charges	34,854	28,480	6,374	82%
Capital Outlay	34,000	30	33,970	0%
TOTAL OPERATING EXPENSES	3,854,654	2,619,528	1,235,126	68%
OPERATING INCOME	250,698	(485,603)	(736,301)	
NON-OPERATING REVENUES:				
Investment Earnings	13,100	604	(12,496)	5%
Intergovernmental	-	19	19	
TOTAL NON-OPERATING REVENUES	13,100	623	(12,477)	5%
NON-OPERATING EXPENSES:				
Debt Service - Principal	132,630	121,000	(11,630)	91%
Debt Service - Principal (Contra Account)	-	(121,000)	(121,000)	
Debt Service - Interest	83,504	51,031	(32,473)	61%
Issuance Costs & Fiscal Agent Fees	-	265	265	
TOTAL NON-OPERATING EXPENSES	216,134	51,296	(164,838)	
INCOME (LOSS) BEFORE TRANSFERS	47,664	(536,276)	(583,940)	
TRANSFERS IN (OUT):				
Transfers (Out)	(116,000)	(116,000)	-	
CHANGE IN NET POSITION	\$ (68,336)	\$ (652,276)	\$ (583,940)	

CHASKA COMMUNITY CENTER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Admissions	\$ 459,770	\$ 260,455	\$ (199,315)	57%
Memberships	1,128,756	686,479	(442,277)	61%
Rentals	1,007,133	622,095	(385,038)	62%
Charges for Services/Lessons	650,747	311,065	(339,682)	48%
Other Sales	155,937	68,178	(87,759)	44%
TOTAL OPERATING REVENUE	<u>\$ 3,402,343</u>	<u>\$ 1,948,272</u>	<u>\$ (1,454,071)</u>	57%
OPERATING EXPENSES:				
Personnel Services	2,096,157	1,277,117	819,040	61%
Supplies	208,876	163,537	45,339	78%
Professional Services	744,282	522,856	221,426	70%
Other Charges	281,077	215,059	66,018	77%
Capital Outly	-	44,208	(44,208)	
TOTAL OPERATING EXPENSES	<u>3,330,392</u>	<u>2,222,777</u>	<u>1,107,615</u>	67%
OPERATING INCOME	<u>71,951</u>	<u>(274,505)</u>	<u>(346,456)</u>	
NON-OPERATING REVENUES:				
Investment Earnings	(6,794)	542	7,336	-8%
TOTAL NON-OPERATING REVENUES	<u>(6,794)</u>	<u>542</u>	<u>7,336</u>	-8%
NON-OPERATING EXPENSES:				
Debt Service - Principal	330,000	-	330,000	0%
Debt Service - Interest	160,796	72,163	88,633	45%
Issuance Costs & Fiscal Agent Fees	2,750	3,000	(250)	109%
TOTAL NON-OPERATING EXPENSES	<u>493,546</u>	<u>75,163</u>	<u>418,383</u>	15%
INCOME (LOSS) BEFORE TRANSFERS	<u>(428,389)</u>	<u>(349,126)</u>	<u>79,263</u>	
TRANSFERS IN (OUT):				
Transfers In	<u>432,000</u>	<u>432,000</u>	<u>-</u>	
CHANGE IN NET POSITION	<u>\$ 3,611</u>	<u>\$ 82,874</u>	<u>\$ 79,263</u>	

CHASKA PAR 30 FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Green Fees	\$ 173,000	\$ 80,658	\$ (92,342)	47%
Cart Rental	12,000	6,680	(5,320)	56%
Merchandise & Other Sales	6,026	3,767	(2,259)	63%
TOTAL OPERATING REVENUES	<u>191,026</u>	<u>91,105</u>	<u>(99,921)</u>	48%
OPERATING EXPENSES:				
Golf - Maintenance Dept:				
Personnel Services	82,304	54,453	27,851	66%
Supplies, Services & Other Charges	23,213	24,243	(1,030)	104%
Golf - Club House:				
Personnel Services	39,875	19,009	20,866	48%
Supplies, Services & Other Charges	43,419	31,052	12,367	72%
Merchandise for Resale	4,040	3,488	552	86%
Capital Outlay	5,000	7,954	(2,954)	159%
TOTAL OPERATING EXPENSES	<u>197,851</u>	<u>140,199</u>	<u>57,652</u>	71%
OPERATING INCOME	<u>(6,825)</u>	<u>(49,094)</u>	<u>(42,269)</u>	
NON-OPERATING REVENUES:				
Investment Earnings	<u>(1,100)</u>	<u>-</u>	<u>1,100</u>	
TOTAL NON-OPERATING REVENUES	<u>(1,100)</u>	<u>-</u>	<u>1,100</u>	
CHANGE IN NET POSITION	<u>\$ (7,925)</u>	<u>\$ (49,094)</u>	<u>\$ (41,169)</u>	

CHASKA TOWN COURSE FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Green Fees	\$ 1,403,000	\$ 835,406	\$ (567,594)	60%
Driving Range	100,000	65,729	(34,271)	66%
Cart Rental	280,000	164,984	(115,016)	59%
Merchandise	229,000	128,869	(100,131)	56%
All Other Sales	139,000	106,839	(32,161)	77%
TOTAL OPERATING REVENUE	<u>\$ 2,151,000</u>	<u>\$ 1,301,827</u>	<u>\$ (849,173)</u>	61%
OPERATING EXPENSES:				
Golf - Maintenance Dept:				
Personnel Services	604,233	343,043	261,190	57%
Supplies, Services & Other Charges	272,800	212,873	59,927	78%
Golf - Club House:				
Personnel Services	484,268	260,222	224,046	54%
Supplies, Services & Other Charges	398,135	280,994	117,141	71%
Merchandise for Resale	171,700	174,140	(2,440)	101%
Capital Outlay	199,000	159,401	39,599	80%
TOTAL OPERATING EXPENSES	<u>2,130,136</u>	<u>1,430,673</u>	<u>699,463</u>	67%
OPERATING INCOME	<u>20,864</u>	<u>(128,846)</u>	<u>(149,710)</u>	
NON-OPERATING REVENUES:				
Investment Earnings	(8,900)	-	8,900	
TOTAL NON-OPERATING REVENUES	<u>(8,900)</u>	<u>-</u>	<u>8,900</u>	
NON-OPERATING EXPENSES:				
Debt Service - Principal	83,900	-	83,900	0%
Debt Service - Interest	21,875	21,757	118	99%
TOTAL NON-OPERATING EXPENSES	<u>105,775</u>	<u>21,757</u>	<u>84,018</u>	21%
CHANGE IN NET POSITION	<u>\$ (93,811)</u>	<u>\$ (150,603)</u>	<u>\$ (56,792)</u>	

TURBINE GENERATOR FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Lease Revenue	\$ 2,486,184	\$ 797,935	\$ (1,688,249)	32%
OPERATING EXPENSES:				
Professional Services	80,000	83,425	(3,425)	104%
Other Charges	252,045	56,761	195,284	23%
TOTAL OPERATING EXPENSES	332,045	140,186	191,859	42%
OPERATING INCOME	2,154,139	657,749	(1,496,390)	
NON-OPERATING REVENUES:				
Investment Earnings	15,000	35,485	20,485	237%
Interfund Loan Payments	104,219	-	(104,219)	0%
TOTAL NON-OPERATING REVENUES	119,219	35,485	(83,734)	30%
NON-OPERATING EXPENSES:				
Debt Service - Principal	1,195,000	-	1,195,000	0%
Debt Service - Interest	886,150	221,537	664,613	25%
Issuance Costs & Fiscal Agent Fees	4,500	-	4,500	0%
TOTAL NON-OPERATING EXPENSES	2,085,650	221,537	1,864,113	11%
CHANGE IN NET POSITION	\$ 187,708	\$ 471,697	\$ 283,989	

STORM WATER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Residential Sales	\$ 949,000	\$ 634,166	\$ (314,834)	67%
Industrial Sales	726,000	487,599	(238,401)	67%
All Other Sales	3,000	9,712	6,712	324%
TOTAL OPERATING REVENUE	1,678,000	1,131,477	(546,523)	67%
OPERATING EXPENSES:				
Collections:				
Personnel Services	312,100	128,943	183,157	41%
Supplies, Services & Other Charges	351,630	132,238	219,392	38%
Administration :				
Personnel Services	80,042	39,724	40,318	50%
Supplies, Services & Other Charges	248,864	280,442	(31,578)	113%
Utility Billing:				
Supplies, Services & Other Charges	23,187	30,476	(7,289)	131%
Depreciation	30,000	-	30,000	0%
Capital Outlay	306,000	66,018	239,982	22%
TOTAL OPERATING EXPENSES	1,351,823	677,841	673,982	50%
OPERATING INCOME	326,177	453,636	127,459	
NON-OPERATING REVENUES:				
Investment Earnings	(7,100)	3,812	10,912	-54%
TOTAL NON-OPERATING REVENUES	(7,100)	3,812	10,912	
NON-OPERATING EXPENSES:				
Debt Service - Principal	132,333	80,000	52,333	60%
Debt Service - Principal (Contra Account)	-	(80,000)	80,000	
Debt Service - Interest	62,189	39,601	22,588	64%
Issuance Costs & Fiscal Agent Fees	-	175	(175)	
TOTAL NON-OPERATING EXPENSES	194,522	39,776	154,746	20%
INCOME (LOSS) BEFORE TRANSFERS	124,555	417,672	293,117	
TRANSFERS IN (OUT):				
Transfers In	207,768	207,768	-	100%
Transfers (Out)	(200,000)	(200,000)	-	100%
NET TRANSFERS IN (OUT)	7,768	7,768	-	
CHANGE IN NET POSITION	\$ 132,323	\$ 425,440	\$ 293,117	

CHASKA CURLING AND EVENT CENTER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 7/31/19

	2019 BUDGET	ACTUAL AS OF 7/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Memberships	\$ 131,498	\$ 86,333	\$ (45,165)	66%
Rentals	187,175	97,115	(90,060)	52%
Lessons	236,748	135,415	(101,333)	57%
Leagues	215,929	99,259	(116,670)	46%
Leases	426,000	220,235	(205,765)	52%
Other Sales Revenue	57,808	60,145	2,337	104%
TOTAL OPERATING REVENUES	1,255,158	698,502	(556,656)	56%
OPERATING EXPENSES:				
Administration:				
Personnel Services	219,337	92,818	126,519	42%
Supplies, Services & Other Charges	346,418	272,259	74,159	79%
Event Center:				
Personnel Services	99,884	52,503	47,381	53%
Supplies, Services & Other Charges	34,422	8,904	25,518	26%
Curling Center:				
Personnel Services	355,535	213,646	141,889	60%
Supplies, Services & Other Charges	128,913	73,829	55,084	57%
Crooked Pint	58,304	106,069	(47,765)	182%
Curling/ Non-recurring Events	-	67	(67)	
TOTAL OPERATING EXPENSES	1,242,813	820,095	422,718	66%
OPERATING INCOME	12,345	(121,593)	(133,938)	
NON-OPERATING REVENUES:				
Investment Earnings	(11,900)	2,532	14,432	
TOTAL NON-OPERATING REVENUES	(11,900)	2,532	14,432	
NON-OPERATING EXPENSES:				
Debt Service-Principal	980,000	980,000	-	100%
Debt Service-Principal (Contra Account)	-	(980,000)	980,000	
Debt Service-Interest	608,687	284,669	324,018	47%
Issuance Costs & Fiscal Agent Fees	1,600	3,200	(1,600)	200%
TOTAL NON-OPERATING EXPENSES	1,590,287	287,869	1,302,418	18%
INCOME (LOSS) BEFORE TRANSFERS	(1,589,842)	(406,930)	1,182,912	
TRANSFERS IN (OUT):				
Transfers In	1,590,287	1,475,445	(114,842)	93%
CHANGE IN NET POSITION	\$ 445	\$ 1,068,515	\$ 1,068,070	

CHASKA PLANNING COMMISSION
MINUTES
August 14, 2019

1. Call to Order

Chair Dahlke called the meeting to order at 7:00 pm.

2. Roll Call

Roll call was taken. Members present: Commissioners Bowe, Cross, Dahlke, Pfeiffer, Urbanski, Sailer, Lacey, Brass, Olson

Members absent:

Also present: Liz Hanson, City Planner.

3. Adopt the Agenda

Motion by Commissioner Pfeiffer, second by Commissioner Cross, to adopt the agenda as presented.

Motion carried.

4. Visitor Presentation - None

5. Minutes

Motion by Commissioner Lacey, second by Commissioner Sailer to approve the minutes of the June 12, 2019, Planning Commission meeting.

Motion carried.

6. Consent Items -None

7.A. Approve the Final Site & Building Plan for American Flexible Products at 124 Peavey Circle/R J Ryan/PC# 2019-16

City Planner Liz Hanson presented the item to the Commission.

Commissioner Pfeiffer stated that her issue is not with the site plan, but with the City's process for approval of this type of request. She stated that it is coming before the Planning Commission for final approval and truly all they have seen prior to this is a shape. She read aloud from the Request for Approval that was written by the City in 1998 that stated an addition over 9,600 sq. ft. would have to go through the full application process again. She stated that she is not opposed to their plans, but feels that the City needs to follow the correct process with a Concept Plan, a Preliminary Plan and then a Final Plan. She reiterated that this is not about this particular case but noted that this is the second time that something has been approved in similar circumstances. She stated that she does not want to set a precedent for not following the full process.

City Planner Hanson stated that if other Commissions share Commissioner Pfeiffer's concern, the Planning Commission should discuss it in more detail.

Commissioner Brass stated that he agrees with Commissioner Pfeiffer's concerns. He noted that he wouldn't apply it to this case, but moving forward he would like to see these types of projects go through the full process.

Chair Dahlke stated that he believes this would be a worthwhile topic for a workshop discussion.

Commissioner Brass asked if there was a new loading area and whether it was flush with the building.

City Planner Hanson stated that it is an exterior dock and is not enclosed.

Commissioner Brass asked if there was a fire lane or somewhere to drive around the building.

City Planner Hanson stated that this has been looked at and it was concluded that they did not need a full turn around and what is out there now is adequate for their vehicles.

Commissioner Pfeiffer noted that there will be additional height on the building and asked if there would be additional tree coverage.

City Planner Hanson stated that they will be adding plantings on the edge of the property on the Highway 41 side of the building. She stated that the trees will not cover the entire building but the mechanical units will be screened.

Commissioner Sailer asked if the State had given any inkling as to what they are planning to do to Highway 41. He expressed concern that the future plan for Highway 41 may include an expansion and would mean taking down all the trees that they are planting.

City Planner Hanson stated that she had not heard anything from the State that indicated that they will be widening that roadway in that stretch of the road.

Commissioner Cross stated that the State is planning a roundabout further up Highway 41 at Lyman and possibly at 82nd. She noted that all sides of the arboretum are currently under a traffic study. She stated that her opinion is that Highway 41 will not be expanded in this area.

City Planner Hanson stated that she agreed, but there is always the potential for things to change.

Jeremy Thomas, RJ Ryan Construction, introduced himself and stated that he is happy to answer any questions the Commission may have.

Chair Dahlke stated that he drives in this area frequently and feels that Americal Flexible Products does a good job of keeping their existing public view well kept and in good shape and assumes they will do the same with their addition.

Commissioner Cross stated that her only minor concern is regarding the grading that they will have to do near the railroad track. She stated that she hopes the trees they are planning will hold the embankment.

Motion by Commissioner Cross, second by Commissioner Brass, to recommend to City Council approval of a Final Site & Building Plan for American Flexible Products at 124 Peavy Circle (PC #2019-16); subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. ALTA Survey (pg V1.0), submitted by Civil Site Group, dated June 20, 2019
 - b. Removals Plan (pg C1.0), submitted by Civil Site Group, dated June 28, 2019
 - c. Site Plan (pg C2.0), submitted by Civil Site Group, dated June 28, 2019 and revised July 16, 2019
 - d. Grading Plan (pg C3.0), submitted by Civil Site Group, dated June 28, 2019
 - e. Utility Plan (pg C4.0), submitted by Civil Site Group, dated June 28, 2019 and revised July 16, 2019
 - f. Overall Utility Plan (pg C4.1), submitted by Civil Site Group, dated June 28, 2019 and revised July 16, 2019
 - g. Civil Details (pg C5.0 and C5.1), submitted by Civil Site Group, dated June 28, 2019
 - h. SWPPP – Existing Conditions (pg SW1.0), submitted by Civil Site Group, dated June 28, 2019
 - i. SWPPP – Proposed Conditions (pg SW1.1), submitted by Civil Site Group, dated June 28, 2019
 - j. SWPPP – Details (pg SW1.2), submitted by Civil Site Group, dated June 28, 2019
 - k. SWPPP – Narrative (pg SW1.3), submitted by Civil Site Group, dated June 28, 2019
 - l. SWPPP – Attachments (pg SW1.4 and SW1.5), submitted by Civil Site Group, dated June 28, 2019
 - m. Site Plan (pg A1), submitted by Lampert Architects, dated June 24, 2019
 - n. Floor Plan (pgs A2 and A2.1), submitted by Lampert Architects, dated July 10, 2019
 - o. Building Elevations (pg A3), submitted by Lampert Architects, dated June 4, 2019
 - p. Landscape Plan (pg L1), dated June 24, 2019
 - q. Schematic Lighting Plan (pg L2), dated June 24, 2019
 - r. Mirada Wall Sconce (pgs 1-3)
2. Provision that all mechanical equipment will be fully screened from view.
3. Coordination with the City Engineer for the provision of public utilities to the site.
4. Provision of a storm water management plan meeting City and Carver County WMO standards.
5. Compliance with applicable zoning requirements, in particular Chapter 9 (General Requirements).
6. Provision to submit Utility and Site Plan As-Builts prior to issuing a certificate of occupancy.
7. Provision that the building will be fire sprinkled.
8. Provision to coordinate with the Electric Department on the service needs for the site and building.
9. Provision that wall pack lighting cannot exceed 18 feet in height.
10. Provision to coordinate with the City Engineer on drainage for the site.
11. Provision that a utility easement is executed over Lot 3, Block 1 Peavey Industrial 2nd Addition for the connection to the stormwater pond in Outlot B prior to issuance of a building permit.

12. Provision of parking planting islands with trees be installed at time of additional parking being constructed and to occupy at least 10% of the total parking lot.

Motion carried.

8. Other Business

8.A. Receive Other Meeting Minutes

8. A.i Receive the Minutes of the May 20, June 3rd, June 17th, July 1st, and July 15th 2019 City Council Meetings.
8. A. ii Receive the Draft Minutes of the July 1, 2019 EDA Meeting.
8. A. iii Receive the Minutes of the June 10th and July 8th 2019 Park Board.

Commissioner Cross

- Noted that a property that used to belong to the University on 82nd Street will become a tax income property at the end of the month for a single-family home.

Commissioner Olson

- Stated that River City Days was a success and thinks fun was had by all.

Commissioner Bowe

- Stated that she was excite that construction on County Road 44 is underway.

Commissioner Pfeiffer

- Shared her excitement about the Star Tribune article on Carver County.

Commissioner Dahlke

- Thanked Flags and Honor for their car show last Saturday that raised money for veterans in need.

Commissioner Sailer

- Stated that a lot of people on the hill of Big Woods Boulevard won't have water on Saturday.

Commissioner Lacey

- Enjoyed River City Days and thinks the City is a bright spot in the West Metro area

Commissioner Brass

- Asked about the construction on Pioneer Trail outside of Jonathan Elementary.

Commissioner Urbanski

- The Minneapolis Association of Realtors will hold a housing symposium at the end of September and the speaker will be Paul Finton who is a national expert on walkability. He stated that if the Commission was interested in attending just let him know and he will get invitations for them.

9. Adjourn

Motion by Commissioner Lacey, second by Commissioner Pfeiffer to adjourn the meeting at 7:34 pm.

Motion carried.

1. Call to Order

The August meeting of the Chaska Park Board was called to order by Chairman Roan at 7:00 pm in the Council Chambers at City Hall.

2. Roll Call

Present: Roan, Downs, Ives, Wittrock, Olsen, Kim, Udermann, Wynveen

Absent: Gutierrez, Mihajlo, Branch

Staff Present: Marshall Grange, Mary Monteith

3. Adopt the Agenda

Motion by Wittrock, second by Udermann, to adopt the August 12th, 2019 meeting agenda. Motion carried.

4. Visitor Presentation

None in attendance.

5. Approve Meeting Minutes

Motion by Olsen, second by Downs to approve the Chaska Park Board meeting minutes of July 8th, 2019. Motion carried.

6. Action Item

6a. Park Naming Process

Parks and Recreation Director Grange shared the history of the process thus far. With the naming of Sunset Park in early 2018, it was recommended by the Park Board, that staff research what is out there as far as policies with other Parks and Recreation departments to help guide the process moving forward. Staff researched other various agencies and took away from a few of them. The goal was to structure guidelines with some flexibility, without boxing the City in. After multiple work sessions with the Park Board, staff was able to bring back this proposal for final approval for recommendation to the City Council.

Grange felt the opening paragraph of the proposed policy really sets the tone, “to engage the community as such participation is an integral part of shaping the public parks system within Chaska”. With a couple new parks coming on-line out in the Big Woods development, the timing of this is beneficial. Having this document can only help make future park naming decisions easier. Downs asked about the process to Council, Grange shared it would be on the agenda next week.

Udermann asked about the recording and documenting of *all* parks. Written documentation would help to better understand the historic significance over the years of city parks. The location and why the parks were named the way they are. Udermann suggest looking into assistance from the Chaska Historical Society with this.

Roan asked the board for a recommendation to the City Council to adopt the Chaska Park Naming Policy. Motion by Wittrock, second by Ives. Motion Carried.

7. Old Business

7A. Bike Friendly Community Updates

Grange thanked the various Park Board members that came to the Aug. 5th council work session. Approximately 25 people were in attendance. Dorien Grilley, Executive Director of Bike Alliance of Minnesota, was in attendance to present and talk about the Bicycle Friendly Community Assessment Report. The goal of this assessment is to “guide efforts to make bicycling the easy, safe and fun choice for making trips around Chaska.” The assessment recommends some ways that improve local bike infrastructure and programs that might increase local ridership for residents, students, and visitors alike.

The recently created Transportation Committee will be meeting towards the end of September and will brainstorm on how to help move forward with addressing some of the tasks necessary for consideration of the Bicycle Friendly Community designation.

Grange also brought the board up to date on the mountain bike trails. A recent meeting with MnDOT resulted in good discussion, they talked through a list of things to keep moving forward. The LUP is still needing approval from a couple other departments. There also is a small piece of land in a right of way area close to the trail, that may need to be addressed.

There has been recent progress with the cities of Victoria, Carver, Chaska and Carver County on wayfinding. Layout for a loop trail (orange) has been identified, as well as a linier trail (green). Signage for those areas throughout will be done by Carver County. The County also has partnered with a research company that will put a survey together for trail users to help gage usage, as well as likes and dislikes.

September 29th, Parks and Recreation will hold a family bike ride. This ride will depart from Athletic Park going on to finish at Lion’s Park.

7B. Off Leash Dog Area (OLDA) Update

Grange gave an update on the OLDA to the board. We’ve been working on getting out more awareness of the wooded area in the back. There is now a big sign at the front entrance pointing out the larger area. We also have added document holders at both main gates that have informational sheets in them for pet owners on licensing, dog etiquette and things to be more aware of in your dog’s behavior when visiting the dog park. Our communications department has also been visiting the park and posting some short videos of doggies having fun. Staff will keep an eye on the pulse of the two areas and as we get to the one-year timeframe, we’ll reach out and survey users of the park on how things are going.

8. Receive Council Meeting Minutes

8A. Received Council Meeting Minutes from June 17th

8B. Received Council Meeting Minutes from July 1st

9. Staff Reports

9A. Department Happenings-Grange spoke of the many various happenings and programming going on with the Parks and Recreation department.

Grange shared with the board the newly completed Chaska Parks and Trails inventory and interactive map done by Susan Marek and intern Rebecca Gleason. It is now live out on the City website. A ton of time and effort put into this user-friendly program that will be beneficial to all who enjoy Chaska's parks and trails!

Round Table:

- Barth-Check out the activities guide that just came out for fall!
- Ives-Was at the CCC today to work out today.
- Olsen-Asked about the youth age restriction in the work out area. Look for changes to that policy around the first of the year, will allow a 12-year-old in that area with an adult!
- Kim-Excited for fall sports to start (soccer). Appreciated hearing update on the dog park.
- Downs-Kudo's to staff and the department, busy and lots going on during the summer.
- Wittrock-Asked if we'd consider adding bocce ball to programming. Will pass along to athletics programmer, Zac Johnson.
- Udermann-The City of Chaska recently hosted some great events at City Square Gazebo; River City Days, as well as the Flags and Honor Car show for Veterans. Having a great time with Brooklyn as we try and get out to all Chaska Parks. Here's what we've learned so far:
 - Sunsets at Sunset Park are indeed great!
 - Susan Marek did an awesome job on the interactive Parks Map
 - Recent Cubs game at Athletic Park-Lenzen Night, hosted close to 1,000 people with free food, prizes and fun!
 - Touch A Truck-one of the best gatherings in town!
- Roan-This Thursday is the **Happiest** day ever for kids in Chaska, with free hot dogs, free ice cream, and climbing all over very cool vehicles!
 - Also wanted to give another shout out to Susan and Rebecca for the hard work put into this parks and trail map.

10. Other Business

10A. Next Meeting-Conflict with Council meeting on Sept. 9th, so look for information to come out on a work session.

11. Adjourn

Motion to adjourn the August Park Board meeting by Udermann, second by Olsen. Motion Carried.