



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

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adopt Agenda
5. Visitor Presentation
 - 5.A. Chaska Police Dept: Recognizing Officer Julie Janke 2019 Rosie Griep Legacy Award
 - 5.B. Chaska Police Dept: Recognizing Dustin & Kelly Brakemeier 2019 Citizen of the Year Award
 - 5.C. Chaska Police Dept: Recognizing Mark Reisinger of Aryzta 2019 Business of the Year Award
 - 5.D. SouthWest Metro - Len Simich
6. Approve Previous Meeting Minutes
 - 6.A. Approve the Minutes of the 12/2/19 City Council Meeting
7. Consent Items
 - 7.A. Consider 2020 Employee Pay Classification and Benefits Plan
 - 7.B. Consider 2020 Part-Time Employees Pay Classification
 - 7.C. Police Auction
 - 7.D. Rental License Fee Increase

- 7.E. Municipal Tort Liability Limits Renewal Option
- 7.F. Adopt Resolution 2019-127, 2020 Development Fees
- 7.G. Adopt Resolution 2019-128 of Support for Southwest Transit
- 7.H. 2019-2020 Creation of Lieutenant Contract
- 7.I. Adopt Resolution 2019-132, Establish 2019 Interfund Tax-Increment Financing
- 8. Action Items
 - 8.A. Adopt Resolution 2019-131, Adoption of 2020 Tax Levy and General/Enterprise Fund Budget
 - 8.B. Adopt Resolution 2019-129 and 2019-130 and Ordinances 973, 974 and 975 Establish 2020 Utility Fund Rates
- 9. Bills
 - 9.A. ACCOUNTS PAYABLE COUNCIL ROSTER 12-16-19
- 10. Other Business
 - 10.A. City Administrator's Report
 - 10.B. Biweekly 12-16-2019
 - 10.C. Financial Reports - Oct 2019
 - 10.D. Other Meeting Minutes
 - 10.D.i. Receive the Draft Minutes of the November 13th Planning Commission Meeting
- 11. Adjourn

Chaska Economic Development Authority Meeting
Immediately following City Council

**- MINUTES -
CHASKA CITY COUNCIL
DECEMBER 2, 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: Luke Melchert, City Attorney; Noel Graczyk, Administrative Services Director; Nate Kabat, Assistant Administrator; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

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

Motion carried.

5. Visitor Presentation

5.A. Proclamation in Recognition of Chaska High School 5A Prep Bowl Victory

Mayor Windschitl read a proclamation recognizing the Chaska High School Football Team's 5A State victory.

Coach Dahl thanked the Council and City for their support and congratulated the team for their hard work.

The captains introduced themselves and thanked the community for their support.

Chaska Athletic Director Summer congratulated the team and also thanked the community for its support.

5.B. Proclamation in Recognition of Barbara Collhapp

Mayor Windschitl read a proclamation recognizing Barbara Collhapp's contributions to the City.

Ms. Collhapp said a few words regarding the importance of serving your community.

The Council thanked Ms. Collhapp for all her service to the community.

6. Minutes

Motion by Councilmember Hubbard, second by Councilmember Hatfield to approve the minutes of the November 18, 2019 City Council meeting.

Draft

Motion carried.

7. Consent Agenda

Councilmember Hatfield inquired if the increase in Item E was standard.

City Administrator Podhradsky explained that it was and gave further detail regarding the item.

Motion by Councilmember Grau, second by Councilmember Huang to approve the Consent Agenda Items A through E:

- A. Adopt Resolution 2019-126, 2020 Downtown Reconstruction Project Feasibility Study
Motion to approve Resolution 2019-126 ordering preparation of the feasibility study for the 2020 Downtown Street/Utility Reconstruction Project.
- B. Adopt Ordinance 971, Amend Chapter 1, Article II, Section 9 Citations
Motion to adopt Ordinance No. 971, amending Chapter 1, Article II, Section 9 of the Code of Ordinances.
- C. Adopt Ordinance 972, Amend Chapter 15, Article I, Section 17 Issuance of Citations
Motion to adopt Ordinance No. 972, amending Chapter 15, Article I, Section 17 of the Code of Ordinances.
- D. 2020 Business License Renewals
Motion to approve the 2020 Business Licenses to include games of skill, refuse haulers, massage therapists, tobacco sales, transient accommodations and solicitors/peddlers/transients effective January 1, 2020 through December 31, 2020.
- E. 2020 Prosecution Contract
Motion to authorize the Mayor and City Administrator to execute the 2020 County Prosecution Contract.

Motion carried.

8. Action Items

8.A. Public Hearing: Truth In Taxation Annual Hearing

City Administrator Podhradsky presented the item to the Council.

Mayor Windschitl inquired if Jonathan Flats were filled yet.

City Administrator Podhradsky stated they are at about 40% occupancy and continued his presentation of the item.

Councilmember Grau pointed out the numbers listed for the staffing study are wage and benefits and not salary.

City Administrator Podhradsky commented that this was a good clarification, and continued presenting the item.

Mayor Windschitl asked if Staff anticipates needing another siren.

City Administrator Podhradsky provided further detail regarding siren location, and went on with his presentation of the item.

Mayor Windschitl noted that the Council has seen this information prior to the meeting and had opportunity to make clarifications.

Councilmember Hubbard referred to the last chart in the presentation and inquired if the ISD 112 maintenance was for the park.

City Administrator Podhradsky gave clarification on that chart.

Councilmember Grau noted that he is excited the staffing levels are being addressed.

Mayor Windschitl opened the public hearing at 8:00 pm.

Mayor Windschitl closed the public hearing at 8:01 pm.

Motion by Councilmember Huang, second by Councilmember Hubbard to close the Truth in Taxation hearing, and to establish December 16, 2019 as a date to consider adoption of the 2020 budget and tax levy. Motion carried.

9. Bills

Accounts Payable Council Roster 12-2-19

The Council requested further information about bills on pages 1, 2, 3, 4 12, 13, 14, and 21.

City Administrator Podhradsky and Administrative Services Director Graczyk provided further information regarding those bills.

Motion by Councilmember Hatfield, second by Councilmember Grau 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 6/3/2019

Councilmember Hatfield:

- Commented that Hometown Holiday was a great event.
- Noted the Sip and Shop is happening downtown this weekend.

Councilmember Hubbard:

- Commented that the Festival of Trees event was well done.
- Noted she completed the YMCA equity training.

- Agreed that Hometown Holiday was a wonderful event.
- Commented that the tree lighting at Fireman's Park was another great community event.

Councilmember Huang:

- Noted the singing at the tree lighting was hard to hear and suggested that be addressed next year.
- Commented the Marnita's Table event is Thursday from 6-9pm at the Chaska Event Center.
- Noted that on Friday, December 6 Santa will make an appearance at the Chaska Community Center at 6:30 pm.
- Noted there will be a public hearing regarding road conditions on Engler Boulevard on Thursday, December 19. The Council discussed getting different dates for this for different sections of the road, and City Administrator Podhradsky stated a list could be put out for each date.
- Noted there is a public hearing at the Arboretum for the Arboretum-area transportation plans on Tuesday, December 17 from 5:30-7:30 pm.
- Reminded folks to keep their fire hydrants and drains cleared.
- Suggested the Council tour some sites that are undergoing redevelopment/development and sites that are completed. City Administrator Podhradsky noted Community Development Director Ringwald is looking to put something like that together with the Council and Planning Commission.
- Also suggested looking into creating a commission that considers the senior population. City Administrator Podhradsky stated Staff could reach out to the State Board on Aging to access information as to what other cities are doing for this population.

Councilmember Grau:

- Thanked Public Works for their work keeping the roads safe during the events the past weekend.
- Stated the Southwest Transit bussing to the State football game was fantastic and they had 6 full buses.
- Provided an update of the Eastern Carver County Schools Community Education Advisory Council meeting.

Assistant City Administrator Kabat:

- Noted the second Marnita's Table event is set for February 18 from 6-9pm.

Mayor Windschitl:

- Thanked Councilmember Huang for doing the State of the City.
- Thanked Councilmember Hatfield for covering for him at Hometown Holiday.
- Thanked the Downtown Business Alliance for putting together Hometown Holiday.
- Noted St. John's live nativity is Saturday, December 7.
- Thanked the 100 Club for their work with City seasonal decorations.
- Noted Christmas in May has a benefit on Thursday, December 5 at Schrams.
- Stated the new AT&T shop by Dunkin Donuts has their ribbon cutting on December 12 at 10 am.
- Noted the next Council Meeting is December 16 at 7pm.

Draft

11. Adjourn

Motion by Councilmember Huang, second by Councilmember Hubbard to adjourn the meeting at 8:46 pm.

Motion carried.

**REQUEST FOR ACTION
CHASKA CITY COUNCIL
12/26/2019**

Subject: Consider 2020 Employee Pay Classification and Benefits Plan

Prepared By: Sarah Donovan, HR Manager

Background

Since 1980, the City has had a Performance Pay Plan for its non-union employees. Under this Plan, employees are compensated based on their individual performances within an established salary range for their positions. Implementation of the Plan requires an annual review and update of the compensation ranges for the individual non-union positions.

One of two elements of the Performance Pay Plan is the Pay Classification Plan, which was adopted in 2017 primarily to comply with State mandated comparable worth.

The adopted Pay Classification Plan is based upon the following elements:

- A. All positions are classified based on an internal comparison study. Based on this study, compensation ranges were established.
- B. The compensation ranges for each position were compared to the average pay rate of each position in other metropolitan communities of similar size to Chaska. It is City policy that individual position rates would not be twenty percent (20%) higher or twenty percent (20%) lower than the average of the comparison cities.
- C. Compensation ranges are adjusted by an inflation factor annually to reflect the cost of living and other market adjustments.
- D. Compensation ranges are adjusted to ensure compliance with pay equity standards set by MN Statute 471.991-999 and MN Rules Chapter 3920.

Non-Union Salaries

Every year, staff adjusts the Pay Classification Plan with the inflation factor and then compares the plan with other metro cities of similar size. To adjust for market changes from 2019 to 2020, staff recommends a 3.0% cost of living increase in the compensation ranges which is consistent with the proposed 2019-2020 union contracts.

Implementation of the non-union Pay Classification Plan also requires the Council to adopt the attached Salary Adjustment Rate Chart. The purpose of this chart is to identify salary adjustments for individual employees based on their relative location within the salary ranges and annual performance. This Salary Adjustment Rate Chart defines the potential range of salary increases through the Performance Pay Plan. The highest performing employees are incentivized by earning higher pay increases, while those performing at lower levels earn lower pay increases. Notably, under this plan salary adjustments are made throughout the year on anniversary dates based on performance evaluations and are not made across the board on January 1 of the calendar year.

The proposed 2020 Salary Adjustment Rate is identical to previous years with potential performance-based increases ranging from 0% to 5.0%. With the exception of employees who are already at the maximum pay level, the range reflected in the recommended plan will allow employees that are exceeding expectations to move forward in the Pay Classification Plan in a similar fashion to unionized employees who receive step/longevity increases in addition to cost of living. Conversely, employees who are not performing at satisfactory levels will not progress as quickly through the pay range within the pay range.

Non-Union Benefit Contribution

The second personnel item establishes the maximum city contribution for employee insurance. For 2019, the City contribution was \$977 per month for employees that select single health insurance and \$1428 for employees that select family coverage. For 2020, similar to last year, the recommendation is to increase monthly contributions by 6.0% to a total amount of approximately \$1036 for single and \$1,514 for family. This amount of increase is consistent with the increase for the existing union contract.

Pending Compensation Study

Historically the city has proposed part time and seasonal pay classification at the same time as full time. However, the city is submitting a separate RFA referencing the part time pay study, and the proposed ranges for specific part time roles.

Recommendation

Staff is recommending the adoption of the 2020 Pay Classification Plan, attached 2020 Salary Adjustment Rate Chart and the aforementioned Employee Benefit contribution for 2020.

CITY COUNCIL ACTION REQUESTED

Motion to approve the 2020 Pay Classification Plan and 2020 Salary Adjustment Rate Chart along with the Employer Benefit Contributions for 2019, which are approximately \$1036 per month for single coverage and \$1514 for family coverage.



CITY OF CHASKA

2020 SALARY ADJUSTMENT GUIDE

SUMMARY EVALUATION OF OVERALL PERFORMANCE	SALARY REVIEW ADJUSTMENTS*		
	ZONE C**	ZONE B	ZONE A
Not Meeting Expectations. Quality of performance or service is not adequate. Little or no improvement has been demonstrated after discussions about poor performance.***	0%	0%	0%
Building Satisfactory Performance. Generally meets most requirements but struggles to fully meet them all. Inconsistent performance. May be working towards building a higher level of performance after not meeting expectations.	2.5%	3.0%	0%
Meets Expectations. Considered to be a qualified, solid performer. Contributes to department's goals. While minor deviations may occur, the overall performance meets expectations and position's requirements.	3.0%	3.5%	3.5%
Exceeds Expectations. Accomplishments are regularly above expected level's performance requirements. Demonstrates a high level of effort and effectiveness.	4.0%	4.5%	4.0%
Exceptional Performance. Consistently at a level beyond expectations in all areas of performance. Extraordinary work that stands out. Sets a new standard of service and effort.	4.5%	5.0%	4.5%

*Employees shall never be compensated beyond the maximum amount in their pay range.

**Individuals in Zone C are eligible for performance reviews every six months, and the salary adjustment percentages under the Zone C category reflect the range of adjustments at the six-month intervals. Zones B and A are eligible for performance reviews every twelve months.

***Before assigning this rating, speak to Human Resources.

CITY OF CHASKA 2020 PAY STRUCTURE

Grade	Job Title	HOURLY						
		Zone C		Zone B			Zone A	
		Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum	Maximum
5	Administrative Assistant I	\$14.93	\$16.79	\$16.80	\$18.66	\$20.53	\$20.53	\$22.39
5	Greenskeeper I	\$14.93	\$16.79	\$16.80	\$18.66	\$20.53	\$20.53	\$22.39
6	Custodian I	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
6	Customer Service Representative	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
7	Administration Clerk	\$17.57	\$19.77	\$19.77	\$21.97	\$24.16	\$24.16	\$26.36
7	City Facilities Coordinator	\$17.57	\$19.77	\$19.77	\$21.97	\$24.16	\$24.16	\$26.36
7	Custodian II	\$17.57	\$19.77	\$19.77	\$21.97	\$24.16	\$24.16	\$26.36
8	Administrative Assistant II	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
8	AOA Specialist	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
8	Permit Technician	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
8	Public Works Maintenance I	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
8	Records Secretary	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
8	Utility Account Clerk	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
8	Water & Sewer Maintenance I	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
9	Accounting Clerk	\$20.50	\$23.06	\$23.06	\$25.62	\$28.19	\$28.19	\$30.75
9	Accounts Payable Clerk	\$20.50	\$23.06	\$23.06	\$25.62	\$28.19	\$28.19	\$30.75
9	Administrative Assistant (Police)	\$20.50	\$23.06	\$23.06	\$25.62	\$28.19	\$28.19	\$30.75
9	Cable Communications Coordinator	\$20.50	\$23.06	\$23.06	\$25.62	\$28.19	\$28.19	\$30.75
9	Custodian III	\$20.50	\$23.06	\$23.06	\$25.62	\$28.19	\$28.19	\$30.75
10	Administrative Services Clerk	\$22.04	\$24.79	\$24.79	\$27.55	\$30.30	\$30.30	\$33.05
10	Assistant Programmer	\$22.04	\$24.79	\$24.79	\$27.55	\$30.30	\$30.30	\$33.05
10	Municipal Services Inventory/Accounting Clerk	\$22.04	\$24.79	\$24.79	\$27.55	\$30.30	\$30.30	\$33.05
10	Senior Accounting Clerk	\$22.04	\$24.79	\$24.79	\$27.55	\$30.30	\$30.30	\$33.05
11	Administrative Assistant-Firefighter	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
11	Assistant to the Director	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
11	Building Inspector I/ Sump Pump Inspector	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
11	Curling & Event Center Coordinator	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
11	Facilities Supervisor	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
11	Ice Arena and Operations Coordinator	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
11	Network/Field Support Technician	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
11	Public Works Maintenance II	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
11	Recreation Coordinator	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
11	Utility Billing Clerk	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
11	Water & Sewer Maintenance II	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
12	Assistant Golf Professional	\$25.35	\$28.52	\$28.52	\$31.68	\$34.85	\$34.85	\$38.02
12	Building Inspector I	\$25.35	\$28.52	\$28.52	\$31.68	\$34.85	\$34.85	\$38.02
12	Community Service/ Code Compliance Officer	\$25.35	\$28.52	\$28.52	\$31.68	\$34.85	\$34.85	\$38.02
12	Firefighter-Inspector	\$25.35	\$28.52	\$28.52	\$31.68	\$34.85	\$34.85	\$38.02
12	Greenskeeper II	\$25.35	\$28.52	\$28.52	\$31.68	\$34.85	\$34.85	\$38.02
12	Mechanic	\$25.35	\$28.52	\$28.52	\$31.68	\$34.85	\$34.85	\$38.02
12	Public Works Maintenance III	\$25.35	\$28.52	\$28.52	\$31.68	\$34.85	\$34.85	\$38.02
12	Water & Sewer Maintenance III	\$25.35	\$28.52	\$28.52	\$31.68	\$34.85	\$34.85	\$38.02
13	Accountant	\$27.12	\$30.51	\$30.51	\$33.90	\$37.29	\$37.29	\$40.68
13	Aquatics and Operations Coordinator	\$27.12	\$30.51	\$30.51	\$33.90	\$37.29	\$37.29	\$40.68
13	Assistant Utility Billing Coordinator	\$27.12	\$30.51	\$30.51	\$33.90	\$37.29	\$37.29	\$40.68
13	Building Inspector	\$27.12	\$30.51	\$30.51	\$33.90	\$37.29	\$37.29	\$40.68
13	Event Center Supervisor	\$27.12	\$30.51	\$30.51	\$33.90	\$37.29	\$37.29	\$40.68
13	Human Resources Generalist I	\$27.12	\$30.51	\$30.51	\$33.90	\$37.29	\$37.29	\$40.68
13	Payroll Coordinator	\$27.12	\$30.51	\$30.51	\$33.90	\$37.29	\$37.29	\$40.68
14	Apprentice Line Worker	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Building Inspector II	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	City Planner	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Desktop Support Analyst	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Facility Supervisor	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Fitness Supervisor	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Head Ice Maker/ Facility Supervisor	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Ice Arena Supervisor	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Member Services Supervisor	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Municipal Services Office Manager	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Park Lead	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Recreation Supervisor-AOA	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Recreation Supervisor-Athletics	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Recreation Supervisor-Special Events	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Software System Supervisor	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Street Lead	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Youth Supervisor	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
14	Recreation Supervisor	\$29.02	\$32.65	\$32.65	\$36.27	\$39.90	\$39.90	\$43.53
15	Community Partnership Specialist	\$31.05	\$34.93	\$34.93	\$38.81	\$42.70	\$42.70	\$46.58
15	Community Service/ Code Compliance Manager	\$31.05	\$34.93	\$34.93	\$38.81	\$42.70	\$42.70	\$46.58
15	Journeyman Line Worker	\$31.05	\$34.93	\$34.93	\$38.81	\$42.70	\$42.70	\$46.58
15	Network Systems Administrator	\$31.05	\$34.93	\$34.93	\$38.81	\$42.70	\$42.70	\$46.58
15	Patrol Officer	\$31.05	\$34.93	\$34.93	\$38.81	\$42.70	\$42.70	\$46.58

CITY OF CHASKA 2020 PAY STRUCTURE

Grade	Job Title	HOURLY						
		Zone C		Zone B			Zone A	
		Minimum			Midpoint			Maximum
15	Police Detective	\$31.05	\$34.93	\$34.93	\$38.81	\$42.70	\$42.70	\$46.58
15	School Resource Officer	\$31.05	\$34.93	\$34.93	\$38.81	\$42.70	\$42.70	\$46.58
15	Senior Engineering Technician	\$31.05	\$34.93	\$34.93	\$38.81	\$42.70	\$42.70	\$46.58
15	Utility Billing Coordinator	\$31.05	\$34.93	\$34.93	\$38.81	\$42.70	\$42.70	\$46.58
15	Water and Sewer Lead	\$31.05	\$34.93	\$34.93	\$38.81	\$42.70	\$42.70	\$46.58
16	Aquatics Supervisor	\$33.22	\$37.38	\$37.38	\$41.53	\$45.68	\$45.68	\$49.84
16	Assistant Building Official	\$33.22	\$37.38	\$37.38	\$41.53	\$45.68	\$45.68	\$49.84
16	Customer Relations Supervisor	\$33.22	\$37.38	\$37.38	\$41.53	\$45.68	\$45.68	\$49.84
16	Golf Course Superintendent	\$33.22	\$37.38	\$37.38	\$41.53	\$45.68	\$45.68	\$49.84
16	Park Foreman	\$33.22	\$37.38	\$37.38	\$41.53	\$45.68	\$45.68	\$49.84
15	Senior Accountant	\$31.05	\$34.93	\$34.93	\$38.81	\$42.70	\$42.70	\$46.58
16	Street Foreman	\$33.22	\$37.38	\$37.38	\$41.53	\$45.68	\$45.68	\$49.84
16	Water Resources Coordinator	\$33.22	\$37.38	\$37.38	\$41.53	\$45.68	\$45.68	\$49.84
17	Accounting Supervisor	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Assistant City Engineer	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Assistant Public Works Director	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Communications Manager	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Community Center Manager	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Curling/ Event Center Manager	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Detective Sergeant	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Executive Officer-Patrol Division	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Executive Officer-Support Services	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Lead Line Worker	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Maintenance Manager	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Patrol Sergeant	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Senior Administration Clerk	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Water and Sewer Foreman	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
17	Recreation Program Manager	\$35.47	\$39.90	\$39.90	\$44.33	\$48.77	\$48.77	\$53.20
18	Building Official	\$37.86	\$42.59	\$42.59	\$47.33	\$52.06	\$52.06	\$56.79
18	Fire Marshal/ Assistant Chief	\$37.86	\$42.59	\$42.59	\$47.33	\$52.06	\$52.06	\$56.79
18	Lieutenant	\$37.86	\$42.59	\$42.59	\$47.33	\$52.06	\$52.06	\$56.79
18	Mechanic Foreman	\$37.86	\$42.59	\$42.59	\$47.33	\$52.06	\$52.06	\$56.79
19	Controller	\$40.42	\$45.47	\$45.47	\$50.52	\$55.57	\$55.57	\$60.63
19	Line Worker Foreman	\$40.42	\$45.47	\$45.47	\$50.52	\$55.57	\$55.57	\$60.63

CITY OF CHASKA 2020 PAY STRUCTURE - PART TIME JOBS

Grade	Job Title	HOURLY						
		Zone 1		Zone 2			Zone 3	
		Minimum			Midpoint			Maximum
1	Gymnastics Set Up/Take Down - Part Time	\$10.58	\$11.90	\$11.90	\$13.22	\$14.54	\$14.54	\$15.86
1	Slide Attendant	\$10.58	\$11.90	\$11.90	\$13.22	\$14.54	\$14.54	\$15.86
2	Indoor Rink Attendant	\$11.53	\$12.97	\$12.97	\$14.41	\$15.85	\$15.85	\$17.29
2	Outdoor Rink Attendant	\$11.53	\$12.97	\$12.97	\$14.41	\$15.85	\$15.85	\$17.29
2	Special Events Assistant	\$11.53	\$12.97	\$12.97	\$14.41	\$15.85	\$15.85	\$17.29
3	Consession Stand Attendant	\$12.57	\$14.14	\$14.14	\$15.71	\$17.28	\$17.28	\$18.85
3	Office Support - Curling Center	\$12.57	\$14.14	\$14.14	\$15.71	\$17.28	\$17.28	\$18.85
4	Adventure Camp Counselor (Part Time Seasonal)	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	AOA Lodge Assistant	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	Concession Stand Lead	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	Data Entry Clerk	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	Day Care Assistant	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	Extreme Kids Summer Staff	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	Facility Attendant	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	Guest Services Representative	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	Lifeguard - Beach/Pool	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	Preschool Sports Instructor	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	PT Custodial Maintenance - Curling Center	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	Seasonal Electric Worker	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	Swim Instructor Aide/ WSI-A	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
4	Vending Staff	\$13.70	\$15.41	\$15.41	\$17.12	\$18.83	\$18.83	\$20.54
5	Adaptive Activity Assistant	\$14.93	\$16.79	\$16.80	\$18.66	\$20.53	\$20.53	\$22.39
5	Art Instructor	\$14.93	\$16.79	\$16.80	\$18.66	\$20.53	\$20.53	\$22.39
5	Curling Instructor Assistant	\$14.93	\$16.79	\$16.80	\$18.66	\$20.53	\$20.53	\$22.39
5	Event Center Monitor	\$14.93	\$16.79	\$16.80	\$18.66	\$20.53	\$20.53	\$22.39
5	Gymnastics Coach - Part Time	\$14.93	\$16.79	\$16.80	\$18.66	\$20.53	\$20.53	\$22.39
5	Head Lifeguard (Part Time Seasonal)	\$14.93	\$16.79	\$16.80	\$18.66	\$20.53	\$20.53	\$22.39
5	Ice Assistant - Curling	\$14.93	\$16.79	\$16.80	\$18.66	\$20.53	\$20.53	\$22.39

Grade	Job Title	HOURLY						
		Zone 1		Zone 2			Zone 3	
		Minimum			Midpoint			Maximum
5	Tot Time Lead	\$14.93	\$16.79	\$16.80	\$18.66	\$20.53	\$20.53	\$22.39
5	Treks & Trails Preschool Assistant	\$14.93	\$16.79	\$16.80	\$18.66	\$20.53	\$20.53	\$22.39
6	American Red Cross Instructor	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
6	Curling Instructor	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
6	Customer Service Representative	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
6	Extreme Kids Activity Leader	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
6	Junior Curling Instructor	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
6	Lifeguard Instructor (Part Time Seasonal)	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
6	Racquetball Instructor	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
6	Swim Instructor	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
6	Themed Birthday Party Coordinator	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
6	Treks & Trails Music Teacher	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
6	Treks & Trails Spanish Teacher	\$16.27	\$18.31	\$18.31	\$20.34	\$22.37	\$22.37	\$24.41
7	Gymnastics Coordinator	\$17.57	\$19.77	\$19.77	\$21.97	\$24.16	\$24.16	\$26.36
7	Preschool Sports Coordinator	\$17.57	\$19.77	\$19.77	\$21.97	\$24.16	\$24.16	\$26.36
7	Supervisor on Duty	\$17.57	\$19.77	\$19.77	\$21.97	\$24.16	\$24.16	\$26.36
8	Evidence Clerk (Part-time)	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
8	Facility Attendant Lead	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
8	Groundman (1,000 hours)	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
8	Group Fitness Instructor	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
8	Guest Services Lead	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
8	Water Fitness Instructor	\$18.98	\$21.35	\$21.35	\$23.73	\$26.10	\$26.10	\$28.47
9	Specialty Group Fitness Instructor	\$20.50	\$23.06	\$23.06	\$25.62	\$28.19	\$28.19	\$30.75
10	Health & Wellness Coach (Part Time)	\$22.04	\$24.79	\$24.79	\$27.55	\$30.30	\$30.30	\$33.05
10	Personal Trainer	\$22.04	\$24.79	\$24.79	\$27.55	\$30.30	\$30.30	\$33.05
11	Sports Official-Ice Hockey	\$23.69	\$26.65	\$26.65	\$29.61	\$32.57	\$32.57	\$35.53
12	Treks and Trails Coordinator	\$25.35	\$28.52	\$28.52	\$31.68	\$34.85	\$34.85	\$38.02

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/16/2019

Subject: Consider 2020 Part-Time Employees Pay Classification

Prepared By: Sarah Donovan, HR Manager

Background

The City partnered with a company called MRA starting in 2015 to start an updated compensation study. MRA is a not-for-profit employers association that has been around since 1901 and is the largest employers' association in the Midwest serving over 4,000 employers throughout Wisconsin, Minnesota, Illinois and Iowa.

A full time MRA compensation study was completed and rolled out in 2018, with a next step being identified as completing the same process for part time positions.

The objectives for completing this compensation study are to provide objective, competitive rates of pay, attract and retain successful employees, ensure fiscal responsibility and comply with MN Pay Equity requirements. All these objectives tie directly back to our compensation strategy which states;

"We need high performing staff to be able to be successful in our mission and to achieve our strategic goals. Our compensation system is designed to attract, retain and reward individuals that are employed by the City of Chaska."

Compensation Project Process

There were four major pieces to the compensation project process. First, Human Resources and MRA worked with managers to create job descriptions. In some cases, employees were interviewed during this part of the project and assisted in developing new job descriptions based on data gathered. Those descriptions were then provided to the Department Heads and Managers for final approval.

The second part of this process was a point factor analysis. This analysis is based on the finalized job descriptions. MRA conducts preliminary job evaluations, rating each compensable factor using job evaluation tool. The compensable factors used are; education and experience, decisions and their impact, problem solving complexity and impact, working relationships and public contacts, physical and mental effort, hazards of the job that are unavoidable, and working environment. MRA conducted training with HR and other city leaders on the evaluation process, and then evaluations are reviewed together. Once the department heads gave their approval, a total point value is assigned to the job.

As part of the third step, Human Resources and managers took those final job descriptions and

looked at market rates when they were available. This comparison was helpful in looking at Chaska's proposed rate, compared to other similar roles in other organizations. Not all job descriptions had a market match.

The fourth and final step was developing the compensation structure. Using the total points assigned to each job and the market data collected, MRA drafted a grade structure and reviewed with the city to finalize.

Results and next steps

The City has communicated to the employees that their pay will not be lowered because of this study. Any incumbent that has a pay rate below the new grade minimum will be brought up to the new grade minimum. For any incumbents over the new maximums, their pay will be held at their current rate until the pay plan catches up.

The City is dedicated to maintaining the integrity of this compensation system and has developed a maintenance strategy moving forward. Pay ranges will be reviewed annually and adjusted as appropriate, and market data will be reviewed every two to three years to ensure we are staying competitive. Also, a process is in place for all new positions created to be put through the same process to establish the new positions pay grade.

In order to roll out the changes needed for part time pay structure we have developed a priority in how we will roll this out. Administration Services, Parks and Recreation, Electric and police will have the effective date January 2020. The remainder of part time positions which includes our Fire Department, and numerous seasonal positions will be worked through and roll out in 2021 if there are needed changes identified.

Recommendation

Staff is recommending the adoption of the 2020 Part-Time Pay Classification Plan, attached.

CITY COUNCIL ACTION REQUESTED

Motion to approve the 2020 Part-Time Pay Classification Plan.

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/16/2019

Subject: Police Auction

Prepared By: Evidence Clerk Julie Vilks, Chaska Police Department

The Police Department will be auctioning surplus, found, unclaimed and seized items in an online auction beginning no earlier than February 1, 2020. All property has remained unclaimed by the owner and has been in the possession of the City continuously for a period of at least 90 days as required by ordinance. The Police Department has entered into an agreement with PropertyRoom.com to conduct an online auction of the property. Property to be auctioned includes the following items:

Powertow Trailer hitch/ball, Canon printer, numerous cell phones, misc. knives, PDA, 2 Tow straps, Stalion bluetooth earbuds, 2 Oakley sunglasses, Xbox charger, Sony cyber shot camera, Coleman cooler, silver locket necklace, 2 women's watches, broken men's watch, 2 red toolboxes with misc. tools, Phone suit flex pocket charger, Valentino purse, 3 True Religion jeans, Genius 850 mm socket wrench, 1/2" impact wrench, Ingersoll die grinder, Snap on tool, 5 large pieces of artwork, "La Recouvrance" model ship, Centerpoint rifle scope, USB battery bank, pink Ihome, Hammer aluminum baseball bat, adaptor plug.

The auction will be advertised in the Chaska Herald for two consecutive weeks prior to the start of the sale. A complete list of items will be available to the public on the City's website.

CITY COUNCIL ACTION REQUESTED

Motion to approve the auction/sale of items by the Chaska Police Department.

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/16/2019

Subject: Rental License Fee Increase

Prepared By: Kevin Gravalin, Fire Marshal

This is action approves a 2% increase for the 2020 annual rental housing license fee. This is consistent with 2% administrative fee for other city fees such as building permits.

The following fee schedule shows the fees applicable for various rental units for 2019.

Single family dwelling - \$81.60 for the entire dwelling

Duplex dwelling - \$132.60 for the entire dwelling

Triplex dwelling - \$163.20 for the entire dwelling

Four-Plex dwelling - \$193.80 for the entire dwelling

Multi-Family dwelling with 5-11 units
\$193.80 for the 1st 5 units + \$40.80 each additional unit

Multi-Family dwelling with 12 or more units
\$591.60 for the 1st 12 units + \$15.30 for each additional unit

The following Fee Schedule is being recommended for approval, effective January 1, 2020.

Single family dwelling - \$83.23 for the entire dwelling

Duplex dwelling - \$135.25 for the entire dwelling

Triplex dwelling - \$166.46 for the entire dwelling

Four-Plex dwelling - \$197.67 for the entire dwelling

Multi-Family dwelling with 5-11 units
\$197.67 for the 1st 5 units + \$41.61 each additional unit

Multi-Family dwelling with 12 or more units
\$603.43 for the 1st 12 units + \$15.60 for each additional unit

Staff is recommending the approval of this administrative fee increase. This increase still keeps these fees in the middle of a 14-city comparison study that was completed 2 years ago.

Attached is the complete 2020 Rental dwelling license application.

CITY COUNCIL ACTION REQUESTED

Motion to approve a fee increase and the 2020 Rental Dwelling License Fee Schedule.



CITY OF CHASKA

APPLICATION FOR RENTAL DWELLING LICENSE



1. Rental dwelling address: _____
2. Property owner's name: _____
3. Property owner's address: _____
4. Property owner's telephone number: _____
5. Property owner's email address: _____
6. Management company name (if applicable): _____
7. Manager's name: _____
8. Management company address: _____
9. Management company telephone number: _____
10. Management company email address: _____
11. Type of dwelling: Single Family ____ Duplex ____ Triplex ____ Fourplex ____ Multi-Family (5-11 units) ____
Multi-Family (12+ units) ____ Number of units within the rental dwelling (if more than 12): _____
12. In case of emergency, call (name): _____ at (phone): _____

NOTE: Please fill out this application completely. Incomplete forms will be denied and mailed back. Please contact the Chaska Rental Housing Inspector if there is a change of ownership. By filing this application with the City of Chaska, the owner or agent of the rental unit(s) agrees to allow the Chaska Fire Department or City of Chaska to conduct inspections.

(Signature of Owner or Agent)

(Date)

RENTAL DWELLING LICENSE FEE SCHEDULE 2020 PLEASE MAKE CHECKS PAYABLE TO THE CITY OF CHASKA

Single family dwelling - \$83.23 for the entire dwelling

Duplex dwelling - \$135.25 for the entire dwelling

Triplex dwelling - \$166.46 for the entire dwelling

Four-Plex dwelling - \$197.67 for the entire dwelling

Multi-Family dwelling with 5-11 units
\$197.67 for the 1st 5 units + \$41.61 each additional unit

Multi-Family dwelling with 12 or more units
\$603.43 for the 1st 12 units + \$15.60 for each additional unit

*** A late fee of an additional 50% of the license fee will be added to any license applications received after March 1st. Any applications received after April 1st are subject to an additional 100% license fee. Any unlicensed rental units that exceed 60 days after expiration will be issued a misdemeanor ticket and will be subject to a \$500.00 penalty fee. An additional \$500.00 will be added every 30 days.**

*** It is the owner(s) responsibility to call and schedule an inspection of their rental unit(s). Any rental unit that has not been inspected in the past 24 months will be non-renewable and will be subject to a \$500.00 penalty fee. Inspections can be scheduled by calling 952-548-0398.**

Chaska Fire Department, 285 Engler Boulevard, Chaska, MN 55318

Phone: 952-448-2990

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/16/2019

Subject: Municipal Tort Liability Limits

Prepared By: Nate Kabat, Assistant City Administrator

In 2007, the Legislature made a change to the municipal tort liability limits. The impact of the statute change was that the maximum damage claim an individual can obtain against a municipality for 2019 is \$500,000, or \$1,500,000 if there are multiple injuries in a single claim.

When establishing these limits, municipalities were given the option to waive their statutory liability limits. If we were to waive this coverage, we would need to purchase additional property and liability insurance to protect the City from a higher financial risk.

For a number of years, the City has purchased its liability insurance from the League of Minnesota Cities Insurance Trust. In renewing insurance coverage, the trust is requesting that each City Council make a formal decision on whether or not the City elects to waive their statutory limit payments.

The decision to waive or not waive the statutory limit has the following effects:

- ✓ *If the City does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the City purchases the optional excess liability coverage.
- ✓ *If the City waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$1,500,000 on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$1,500,000, regardless of the number of claimants.

- ✓ *If the City waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants. The City has previously not purchased excess liability coverage.

In reviewing this option, it is Staff's recommendation that the City Council elect **not to waive** the monetary limits as established by Minnesota Statutes. This has been the City's position in the past, as we have maintained insurance coverage up to the statutory limits. In discussion with the League of Minnesota Cities staff, they have indicated that most cities have elected **not** to waive the statutory limits.

CITY COUNCIL ACTION REQUESTED

Motion to direct the City Administrator to inform the League of Minnesota Cities Insurance Trust that the City of Chaska elects not to waive the monetary limits on municipal tort liability established by Minnesota Statute.

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/16/2019

Subject: 2020 Development & Planning Fees

Prepared By: Kevin Ringwald, Community Development Director

Background

The fees for Development and Planning relate to expenditures on the City's part that it would not have expended, if the development activity did not occur. These fees cover a variety of areas from infrastructure expenditures (ie., sewer, water, and park) to staff time involved in development review (ie., researching and writing staff reports) to administrative costs (ie., publishing public hearing notices). Generally, the development fees imposed are in-line with what other communities charge.

2020 Development & Planning Fees

City Ordinance provides that annually the City of Chaska will review its water, sewer, sanitary sewer, and storm sewer connection charges. It is recommended that the Development and Planning fees are generally being increased by two percent (2%), to cover increased costs and other inflationary factors for 2020. All of the changes discussed in this report would be effective January 1, 2020.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Resolution #2019-127, establishing the 2020 Development & Planning Application Fees.

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/16/2019 **RESOLUTION NO.** 2019-127

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

**Resolution Approving the 2020 Fee Schedule for the City's Various
Development & Planning Application Fees**

WHEREAS, the City Staff reviews the City's development & planning fees on an annual basis; and

WHEREAS, review of these fees have recently been completed; and

WHEREAS, it is recommended that the Development and Planning fees be increased by two percent (2%), to cover increased costs and other inflationary factors for 2020; and

WHEREAS, staff recommends an adjustment in the fees, to offset expenditures in the provision of these services, said fee increases to become effective January 1, 2020; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Chaska, Minnesota does hereby establish the following Development Fee Schedule for 2020 (Exhibit A) and the Planning Application Fee Schedule for 2020 (Exhibit B):

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

Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk

EXHIBIT A

AREA FEES AND CONNECTION CHARGES

CITY OF CHASKA

2020

DEVELOPMENT AREA FEES

Water Area		\$2,624/Acre
Sanitary Sewer Area		\$3,523/Acre
Storm Water Area	Commercial	\$18,306/Acre
	Industrial	\$12,662/Acre
	Single-Family Residential	\$7,966/Acre
	Multi-Family Residential	\$10,781/Acre
Parkland Dedication		
a). Commercial/Industrial Land:		
10% Land or Cash Contribution		\$11,351/Acre
b). Residential:		
Single Family/Duplex		\$3,922/Unit
Multi Family/3 or More Units		\$1,803/Unit
Trails		
One and Two Family Dwellings		\$436/Unit
Townhouse – Detached		\$349/Unit
Townhouse – Attached		\$349/Unit
Apartments		\$266/Unit
Commercial/Industrial		\$1,307/Acre
Electrical & Street Signage		\$704-831/Lot
Underground Electrical, SF Residential		\$320-455/Lot
Street Lighting, SF Residential		\$64 - Street Name Sign
Street Signs		\$192 - Traffic Sign

BUILDING PERMIT CONNECTION CHARGES

Water Connection	\$4,400/Unit
Sanitary Sewer Connection	\$3,610/Unit
Metropolitan Council Environmental Services (MCES) SAC (All industrial/commercial users must complete the industrial reporting form (MCES-92E). The information must be reviewed and approved by the MCES prior to issuing the building permit. The number of SAC units will be determined by the estimated wastewater flow to be discharged by the industrial user.)	\$2,485/Unit

EXHIBIT B

2020 RATES (PLANNING & PROCESSING)

ACCNT NO.	CASE TYPE	APPLICATION FEES		PROCESSING FEES
100-3410-030	CONCEPT PLAN/ REZONING/ COMPREHENSIVE PLAN AMENDMENT	RESIDENTIAL		
		\$430 + \$11.88/UNIT 1-10 UNITS		\$380
		\$595 + \$11.88/UNIT 11+ UNITS		\$380
		COMMERCIAL/INDUSTRIAL		
		\$595 + \$64.20/ACRE 0-3 ACRES		\$606
		\$794 + \$64.20/ACRE 3.1+ ACRES		\$606
100-3410-030	PRELIMINARY PLAT	\$595 + \$24.50/ACRE + \$11.56/LOT		\$1,229
100-3410-030	FINAL PLAT	\$232 + \$7.29/LOT		\$712
100-3220-070	VARIANCE	RESIDENTIAL	\$186	\$380
		COMMERCIAL/INDUSTRIAL	\$311	\$458
		WITH SITE/BLDG REVIEW	\$186	-0-
100-3410-030	LOT CONSOLIDATION OR DIVISION & VACATIONS	RESIDENTIAL	\$186	\$232
		COMMERCIAL/INDUSTRIAL	\$311	\$451
100-3220-070	SPECIAL USE PERMIT	PYLON SIGN	\$246	\$232
		DISH ANTENNA	\$186	\$232
		OTHERS:		
		RESIDENTIAL	\$238	\$381
		COMMERCIAL/INDUSTRIAL	\$370	\$712
100-3410-030	SITE/BUILDING PLAN	SINGLE FAMILY/TWNHSE	\$344 + \$8.37/UNIT	\$864
	MINOR ADDITIONS & ACCESSORY BLDGS.	MULTI FAMILY	\$235	\$480
		COMMERCIAL/INDUSTRIAL	\$370	\$712
	MAJOR, NEW CONSTRUCTION	MULTI FAMILY	\$467 + \$17.85/UNIT	\$864
		COMMERCIAL/INDUSTRIAL	\$596	\$1,193
100-3220-070	MINING/FILLING		\$665	\$0
100-3410-030	PLANNED DEVELOPMENT DISTRICTS			
	RESIDENTIAL	CONCEPT/REZONE	\$588 + \$11.88/UNIT	\$712
		PRELIM. PLAT	\$370 + \$11.88/ACRE	\$467
		FINAL PLAT	\$232 + \$4.99/ACRE	\$381
	COMMERCIAL/ INDUSTRIAL & MULTI USE	CONCEPT/REZONE	\$835 + \$24.50/ACRE	\$1,186
		PRELIM. PLAT	\$477 + \$11.88/ACRE	\$854
		FINAL PLAT	\$227 + \$8.11/ACRE	\$381
100-3410-030	LOTS OF RECORD - NEW CONSTRUCTION	MULTI FAMILY		
		RESIDENTIAL	\$457 + \$17.05/UNIT	\$466 + \$16.78/UNIT
		COMMERCIAL/INDUSTRIAL	\$613	\$597
100-3410-030	MAILING LIST PREPARATION		\$0	\$117

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/16/2019

Subject: Resolution of Support for Southwest Transit

Prepared By: Matt Podhradsky

During the Visitor Presentation portion of our meeting, you will be hearing from Len Simich, the CEO and General Manager of Southwest Transit. Southwest Transit is our local transit service, which is governed by a Joint Powers Agreement originally entered by the Cities of Eden Prairie, Chanhassen and Chaska in 1986. This JPA for transit services was developed in 1986 to address the discrepancy in transit service out-ring suburbs were receiving from the Met Council, even though our communities were being taxed the same as all other communities in the Metro Area. At this time, a number of suburban communities moved in this direction, being dubbed the "opt out" communities as we had chosen to opt out of traditional Met Council transit services and have more control at the local level to provide services that would be used by our residents.

Since this time, Southwest Transit has provided excellent service to our three communities, and most recently expanded service out into the City of Carver through a service agreement. Their services have included commuter services for those working in Downtown Minneapolis, or the "Golden Triangle" area of Eden Prairie/Minnetonka, have provide student transportation services down to the University of Minnesota, have provided service to special events such as the State Fair, Twins, Viking and Gophers games, have provided Southwest Prime service to help people connect around the community, and most recently have added their medical appointment service, which is helping to fill a gap with the loss of the Transit Link services that will no longer be provided in Carver and Scott Counties starting January 1, 2020. They have been a service that have been award winning at a national level and have continued to be cutting edge on the services they provide to help make transit a viable option for the residents of our community.

Over the years, funding for Opt-Out services has changed dramatically. Where it used to be that Southwest Transit and other opt-out services would receive much of their funding from the State/Met Council, this has changed dramatically over the past 20 years, as more of this funding has been shifted into Met Council based services. This State funding has been impacted again for the next biennium (2020-2022), with the Met Council eliminating any share of the State General Fund dollars being provided for transit to be shared with the suburban transit providers. In the last biennium (2018-2019), Southwest Transit received \$500,000 in transit assistance from the State through the Met Council.

With this having a direct impact on Southwest Transit's ability to provide the high level of services that they provide to our residents, the Southwest Transit Board of Directors is asking each of its member communities to provide a resolution of support for Southwest Transit services, and to make requests to establish financial support from the State to help fund some of our services.

Attached to this Staff report is a copy of the resolution that Southwest Transit is requesting the City of Chaska adopt. It should be noted that the City of Chanhassen has already adopted this resolution.

Len Simich will be present at the meeting to answer any questions.

CITY COUNCIL ACTION REQUESTED

Motion to approve Resolution No. 2019-128 Supporting Southwest Transit Services and seeking funding from the State of Minnesota through the Met Council to replace lost funds.

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/16/2019 **RESOLUTION NO.** 2019-128

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

A Resolution of Support for Southwest Transit

WHEREAS, a Replacement Transit Service Program was established by the Minnesota Legislature in 1984 to continue Metropolitan Transit Service Program under Minnesota Statutes Section 473.388; and

WHEREAS, the Cities of Chanhassen, Chaska, and Eden Prairie, all being municipal corporations organized under the laws of the State of Minnesota, pursuant to authority conferred upon the parties by Minnesota Statutes Sections 471.59, 473.384, 473.388, and related statutes; and

WHEREAS, the Cities of Chanhassen, Chaska, and Eden Prairie, entered into a Joint Powers Agreement, to provide Replacement Transit Services dated July 21, 1986, which has since been restated in 1994, 1996, 2005, 2012, and in 2016; and

WHEREAS, through this Joint Powers Agreement, the agency "SouthWest Transit" was formed; and

WHEREAS, the Metropolitan Council was charged to provide financial assistance under Minnesota Section 473.388 which up until 2002 meant 90 percent of the tax revenues which would accrue to the Council from the tax it levied under Section 473.446 in applicant City; and

WHEREAS, in 2002 funding for transit shifted from property taxes collected for transit operations within the metro area transit taxing district to the Motor Vehicle Sales Tax (MVST) account where 21.5% of the MVST collected went towards metro area transit; and

WHEREAS, of the MVST funding allocated for metro area transit, Metro Transit and the Metropolitan Council's Transit Operations received 82.85 percent of the funding and the suburban transit providers received 17.15 percent of the funding; and

WHEREAS, in 2008 the MVST funding allocation for metro area transit increased from 21.5 percent of the statewide MVST collection to 36 percent; and

WHEREAS, the Legislature did not mandate a formula for the distribution of the increased MVST funding for regional transit; and

WHEREAS, on the average Metro Transit/Metropolitan Council has retained over 96% of the additional MVST funding leaving 4% for the other suburban providers including SouthWest Transit; and

WHEREAS, SouthWest Transit was provided over \$500,000 in transit assistance from the State General Fund through the Metropolitan Council for the 2018-2019 biennium; and

WHEREAS, beginning with the 2020-2022 biennium, the Metropolitan Council eliminated any share of the State General Fund provided for transit to suburban transit providers; and

WHEREAS, SouthWest Transit, along with the other suburban transit providers, all have capital needs related to expanding and maintaining its facilities, and for bringing in regional technologies it has not received funding for; and

WHEREAS, the Council has not included any capital requests for any of the suburban transit providers in its 2020 Legislative Bonding Request; and

WHEREAS, SouthWest Transit is limited by the Metropolitan Council's fare policy to charge fares that would keep local and special event services cost-effective; and

WHEREAS, SouthWest Transit continues to bring a cost-effective, innovative, and entrepreneurial approach to transit to some of the fastest growing areas in the State; and

WHEREAS, through its approach, SouthWest Transit has had tremendous ridership growth, continues to have on-time performance and customer satisfaction ranking above 99% annually, and has brought innovations such as transit oriented development; coach vehicles; Wi-Fi, real time mobile apps, and micro-transit to the metropolitan region.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Chaska, Minnesota, supports SouthWest Transit efforts to:

- Reinstatement or replacement of the funding lost when the Metropolitan Council made the decision not to provide any of the General Fund it receives for transit

to the suburban systems. This loss amounts to over \$500,000 to SouthWest Transit and over \$1 million to MVTA.

- Provide an equitable distribution of the RAMVST funding (the additional 14.5% of MVST funding provided to the Metropolitan Council for all regional transit operations in 2008). Currently 96.4% of RAMVST funding goes to Metro Transit and the Metropolitan Council, and the suburban providers receive 3.6%. (Note the initial MVST split derived when transit came off the property tax in 2002 had a split of 82.85% to Metro Transit/Metropolitan Council, and 17.15% to the suburban providers.)
- Provide funding to meet our vehicle and facility expansion needs, as well as to keep our facilities maintained and in a "state of good repair".
- Provide funding to incorporate regional technologies we have been denied that include OMG Routers; Ubisense Transponders; Cubic Go-To Validators; Dead Reckoning Capabilities; MTrac; Fareboxes; and Ticket Vending Machines.
- Provide an exemption from the regional fare policies as it relates to local and micro transit service and special events.

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

Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/16/2019

Subject: 2019-2020 Creation of Lieutenant Union Contract

Prepared By: Matt Podhradsky, City Administrator

The City of Chaska has historically had three bargaining units representing about half of our employees, with the other half being non-union employees. The 3 bargaining units that we have include:

- Teamsters Local 320: Representing all employees except support and Department Heads in the Water/Sewer, Public Works, Electric and Golf Maintenance Departments
- Law Enforcement Labor Services Local 385: Representing all our supervisors within the Police Department
- Law Enforcement Labor Services Local 210: Representing all our Patrol Officers and Investigative Officers within the Police Department

In June of 2019 the Police Lieutenants (2 positions) petitioned for LELS to represent them as their official bargaining unit. I have been meeting for several months with representatives from this bargaining unit to negotiate the newly developed contract. Whenever I am negotiating union contracts the following objectives are utilized to help drive this process:

- A. Maintain a competitive wage scale for members of the bargaining units in comparison to other metro communities between 25,000- 35,000 residents
- B. Recognize that the average cost-of-living increases of other similar Metro Communities, including the Cities surrounding Chaska, have been approximately 3%.
- C. Recognize that a significant concern of employees is the potential continued escalation of insurance costs, and that the City's contribution towards the employee benefits package should be comparable to other similar Metro Communities.
- D. Recognize that employees in the City of Chaska are dedicated to the City and very productive public servants.
- E. Recognize that one of our Organizational Values is a "Commitment to our Employees".
- F. Recognize that the City's financial resources are limited.

The typical contract length that we have sought in the past has been 2 years. This has been effective both because it creates stability for the City and our Union employees, and it creates predictability in budgeting on an annual basis. You will see the contract in front of you tonight is proposed to be until December of 2020. This is slightly less than two years, but is being suggested to this newly created contract so it will line up with timing for when the other union contracts expire. It should also be noted that what is being proposed for this union is very similar to what was already being practiced, most was just solidified and clarified in contract language. Also, increases are comparable to what is budgeted and planned for non-union

employees. This equity between our Unions and our non-union employees has been critical in the past and has helped demonstrate that we value all of our employees.

Addition Contract Changes

The following are the biggest updates compared to how the Lieutenants were handled as nonunion, and what is being changed in the union contract. It should be noted that each of these updates fits within our approved budget or are ones that Staff would agree are reasonable/appropriate changes to the contract.

- **Overtime:** Lieutenants will be compensated at one and half times their regular base pay rate for hours worked in excess of 80 hours in a pay period, as opposed to looking at this on a day to day basis. This will allow Lieutenants to have some flexibility within the pay period and follows FLSA rules for public safety employees.
- **Uniform/Equipment/Technology Allowance:** As supervisors in the police department, they have unique uniform needs. Lieutenants historically were not receiving the additional uniform allowance that Sergeants were receiving but given there is no difference in uniform requirements between the two, the Lieutenants will receive the uniform allowance identical to the Sergeants.
- **Supervisor Monthly on call:** Lieutenants will now receive 6 hours of straight time compensation based on their hourly rate for each month they are on call. They have the need to be available in after hours to provide consultation on difficult issues, and this recognizes their work for this.

Attached to this staff report is a draft of the Lieutenant Union Contract. Staff is recommending adoption of each of these contracts, which would officially go into place as of November 16th, 2019.

CITY COUNCIL ACTION REQUESTED

Motion to approve employment contract for 2019-2020 between the City of Chaska and Teamsters Local 447 with this agreement becoming effective November 16th, 2019.

LABOR AGREEMENT

BETWEEN

THE CITY OF CHASKA

AND

LAW ENFORCEMENT LABOR SERVICES

Local #447

NOVEMBER 16, 2019 THROUGH DECEMBER 31, 2020

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ARTICLE I - PURPOSE OF AGREEMENT

This AGREEMENT is entered into as of November 16, 2019 between the City of Chaska, hereinafter called the EMPLOYER, and Law Enforcement Labor Services, Inc. (LELS) Local #447 hereinafter called the UNION.

It is the intent and purpose of this AGREEMENT to:

- 1.1 Assure sound and mutually beneficial working and economical relationships between the parties hereto;
- 1.2 Establish procedures for the resolution of disputes concerning this AGREEMENT'S interpretation and/or application; and
- 1.3 Place in written form the parties' agreement upon terms and conditions of employment for the duration of this AGREEMENT.

The EMPLOYER and the UNION, through this AGREEMENT, shall continue their dedication to the highest quality Police service and protection to the residents of the City of Chaska. Both parties recognize this AGREEMENT as a pledge of this dedication.

ARTICLE II - RECOGNITION

- 2.1 The EMPLOYER recognizes the UNION as the exclusive representative, under Minnesota Statutes, Section 179.67, Subdivision 3, and Section 179.71, Subdivision 3, for all personnel in the following job classifications:

Lieutenant

- 2.2 In the event the EMPLOYER and the UNION are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE III - DEFINITIONS

- 3.1 UNION: Law Enforcement Labor Services Inc. Local#447.
- 3.2 UNION MEMBER: A member of LAW ENFORCEMENT LABOR SERVICES, INC. Local #447
- 3.3 SUPERVISOR: A member of the exclusively recognized bargaining unit LELS #447.
- 3.4 DEPARTMENT: The Chaska Police Department.
- 3.5 EMPLOYER: The City of Chaska.
- 3.6 UNION OFFICER: Lieutenant(s) elected or appointed by the Union.

- 3.7 CHIEF: The Chief of the City of Chaska Police Department.
- 3.8 WORK WEEK: The workweek shall average forty (40) hours, making a normal work year of 2,080 hours.
- 3.9 DEPARTMENT HEAD: The Chief.
- 3.10 SENIORITY: Length of continuous service with the employer.
- 3.11 SCHEDULED SHIFT: A 8-hour consecutive work period including rest breaks and a lunch break.
- 3.12 LUNCH BREAK: A paid thirty (30) minute period during the scheduled/normal shift.
- 3.13 REST BREAK: Two fifteen (15) minute periods during the scheduled hours of normal shift.

ARTICLE IV - EMPLOYER SECURITY

The UNION agrees that during the life of this AGREEMENT it will not cause, encourage, participate in or support any strike, slow-down or other interruption of or interference with the normal functions of the EMPLOYER.

ARTICLE V - EMPLOYER AUTHORITY

- 5.1 The EMPLOYER retains the sole right to operate and manage all manpower, facilities, and equipment in accordance with applicable laws and regulations of appropriate authorities.
- 5.2 Any term and condition of employment not specifically established or modified by this AGREEMENT shall remain solely within the discretion of the EMPLOYER to modify, establish, or eliminate.

ARTICLE VI - UNION SECURITY

- 6.1 The UNION may designate employees from the bargaining unit to act as representative(s) and shall inform the EMPLOYER in writing of such choice and changes in the position of representative(s). The representative(s) shall receive overtime, at time and a half, when attending contract negotiation meetings when off-duty, and when they will meet their overall scheduled hours for that week.
- 6.2 The employer shall allow use of internal e-mail and telephone for posting UNION notices and announcements that are non-partisan and anti-inflammatory communications.
- 6.3 The UNION agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits, orders, or judgments brought or issued against the EMPLOYER as a result of any action taken or not taken by the EMPLOYER under the provisions of this Article.
- 6.4 The EMPLOYER shall deduct from the wages of supervisors who authorize such a deduction in

writing, an amount necessary to cover monthly UNION DUES. Such monies shall be remitted as directed by the UNION.

ARTICLE VII - EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE

7.1 DEFINITION OF A GRIEVANCE

A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this AGREEMENT.

7.2 UNION REPRESENTATIVES

The EMPLOYER will recognize REPRESENTATIVES designated by the UNION as the grievance representatives of the bargaining unit having the duties and responsibilities established by this ARTICLE. The UNION shall notify the EMPLOYER in writing of the names of such UNION REPRESENTATIVES and of their successors when so designated, as provided by 6.1 of this AGREEMENT.

7.3 PROCESSING OF A GRIEVANCE

It is recognized and accepted by the UNION and the EMPLOYER that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the SUPERVISORS and shall therefore, be accomplished during normal working hours only when consistent with such SUPERVISOR duties and responsibilities. The aggrieved SUPERVISOR and an UNION REPRESENTATIVE shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the EMPLOYER during normal working hours provided that the SUPERVISOR and an UNION REPRESENTATIVE have notified and received the approval of the designated EMPLOYER REPRESENTATIVE who has determined that such absence is reasonable and would not be detrimental to the work of the EMPLOYER.

7.4 PROCEDURE

Grievances, as defined by Article 7.1, shall be resolved in conformance with the following procedure:

Step 1. A SUPERVISOR claiming a violation concerning the interpretation or application of this AGREEMENT shall, within twenty-one (21) calendar days after such alleged violation has occurred, present such grievance to the EMPLOYER. An EMPLOYER designated representative will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the AGREEMENT allegedly violated, and the remedy requested, and shall be appealed to Step 2 within ten (10) calendar days after the EMPLOYER designated representative's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the UNION within ten (10) calendar days will be considered waived.

Step 2. If appealed, the written grievance shall be presented by the UNION and discussed with the EMPLOYER designated Step 2 representative. The EMPLOYER designated representative shall give the UNION the EMPLOYER'S Step 2 answer in writing within ten (10) calendar days after receipt of such step 2 grievance. A grievance not resolved in Step 2

may be appealed to Step 3 within ten (10) calendar days following the EMPLOYER designated representative's final Step 2 answer. Any grievance not appealed in writing to Step 3 by the UNION within ten (10) calendar days shall be considered waived.

Step 3. If appealed, the written grievance shall be presented by the UNION and discussed with the EMPLOYER designated Step 3 representative. The EMPLOYER designated representative shall give the UNION the EMPLOYER'S answer in writing within ten (10) calendar days after receipt of such Step 3 grievance. A grievance not resolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the EMPLOYER designated representative's final answer in Step 3. Any grievance not appealed in writing to Step 4 by the UNION within ten (10) calendar days shall be considered waived.

Step 3a. If a grievance is not resolved at Step 3 of the grievance procedure, the parties, by mutual agreement, may submit the matter to mediation with the Bureau of Mediation Services. Submitting the grievance to mediation preserves timelines for Step 4 of the grievance procedure. Any grievance not appealed in writing to Step 4 by the UNION within ten (10) calendar days of mediation shall be considered waived.

Step 4. A grievance unresolved in Step 3 or Step 3a and appealed to Step 4 by the UNION shall be submitted to arbitration subject to the provisions of the Public Employment Labor Relations Act of 1971, as amended. The selection of an arbitrator shall be made in accordance with the "Rules Governing the Arbitration of Grievances," as established by the Bureau of Mediation Services.

7.5 ARBITRATOR'S AUTHORITY

- A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this AGREEMENT. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the EMPLOYER and the UNION and shall have no authority to make a decision on any other issue not so submitted.
- B. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the EMPLOYER and the UNION and shall be based solely on the arbitrator's interpretation or application of the express terms of this AGREEMENT and to the facts of the grievance presented.
- C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the EMPLOYER and the UNION provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings the cost shall be shared equally.

7.6 WAIVER

If a grievance is not presented within the time limits set forth it shall be considered "waived". If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the EMPLOYER'S last answer. If the EMPLOYER does not answer a grievance or an appeal thereof within the specified time limits, the UNION may elect to treat the grievance as denied at the step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual agreement of the EMPLOYER and the UNION in each step.

7.7 CHOICE OF REMEDY

If, as a result of the written EMPLOYER response in Step 3, the grievance remains unresolved, and if the grievance involves the suspension, demotion, or discharge of an employee who has completed the required probationary period, the grievance may be appealed either to Step 4 of Article VII or a procedure such as Civil Service, Veteran's Preference, or Fair Employment. If appealed to any procedure other than Step 4 of Article VII, the grievance is not subject to the arbitration procedure as provided in Step 4 of Article VII. The aggrieved employee shall indicate in writing which procedure is to be utilized - Step 4 of Article VII or another appeal procedure - and shall sign a statement to the effect that the choice of any other hearing precludes the aggrieved employee from making a subsequent appeal through Step 4 of Article VII.

ARTICLE VIII - SAVINGS CLAUSE

This AGREEMENT is subject to the laws of the United States, the State of Minnesota, and the City of Chaska. In the event any provision of this AGREEMENT shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions of this AGREEMENT shall continue in full force and effect. The voided provision may be renegotiated at the request of either party.

ARTICLE X - SENIORITY

- 10.1 Seniority will be determined by the supervisor's length of continuous employment with the Police Department and posted in an appropriate location. Seniority rosters may be determined by the Chief on the basis of time in grade and time within specific classifications.
- 10.2 A reduction of work force will be accomplished on the basis of seniority. SUPERVISORS shall be recalled from layoff on the basis of seniority. A SUPERVISOR on layoff shall have an opportunity to return to work within two years of the time of his layoff before any new employee is hired.
- 10.3 Vacation periods shall be selected on the basis of seniority until March 15 of each calendar year. Requests of more senior employees must only be sought in the same assignment. Example of assignment is patrol division, investigations, administration, etc. that could affect the specific scheduling of that assignment. Senior employees have a (10) daytime limit from the date of vacation request to respond back to the requesting peace officer. No response back after the ten (10) days automatically grants permission to that requesting officer.

10.4 Seniority shall prevail. Senior qualified SUPERVISORS shall have first preference on the job.

ARTICLE XI - DISCIPLINE

11.1 The EMPLOYER will discipline SUPERVISORS for just cause only. Discipline will be in the form of:

- a. oral reprimand,
- b. written reprimand,
- c. suspension,
- d. demotion, or
- e. discharge

11.2 Suspension, demotions and discharges will be in written form.

11.3 Written reprimands notice of suspension, and notices of discharge which are to become part of an employee's personnel file shall be read and acknowledged by signature of the employee. Supervisors will receive a copy of such reprimands and/or notices.

11.4 Supervisors may examine their own individual personnel files at reasonable times under the direct supervision of the EMPLOYER.

11.5 Discharges will be preceded by a five (5) day suspension without pay.

11.6 Supervisors will not be questioned concerning an investigation of disciplinary action unless the supervisor has been given an opportunity to have a UNION representative present at such questioning, as defined in the Peace Officer Discipline Procedures Act- Minnesota State Statute 626.89.

11.7 Grievances relating to this Article shall be initiated by the UNION in Step 3 of the grievance procedure under Article VII.

11.8 A supervisor may request in writing to the Chief of Police to have a letter of reprimand removed from his or her personnel file after 24 months. The Chief of Police has the final decision if the letter of reprimand will be removed from the supervisor's personnel files.

ARTICLE XII - CONSTITUTIONAL PROTECTION

Supervisors shall have the rights granted to all citizens by the United States and Minnesota State Constitutions.

ARTICLE XIII - OVERTIME

13.1 Supervisors will be compensated at one and one-half time the supervisor's regular base pay rate for hours worked in excess of 80 hours in a pay period. Changes of shifts do not qualify a supervisor for overtime under this Article.

- 13.2 All continuous assigned work by a supervisor after fourteen (14) hours is double time.
- 13.3 Overtime hours worked shall be paid either in the form of salary during the pay period in which they are earned or as compensatory time off. Final determination of form of payment shall be the City's responsibility. Determination of salary or comp will be determined on a case-by-case basis. A maximum of eighty (80) hours of compensatory time may be carried over from year to year. Approval must be granted by the Chief in advance of compensatory time off. A supervisor may cash out their compensatory time throughout the year. Any compensatory overage for the year will automatically be paid out on the last pay period of each year.
- 13.4 Overtime will be distributed as equally as practicable.
- 13.5 Overtime refused by supervisors will for records purpose be considered as unpaid overtime worked.
- 13.6 For the purpose of computing overtime compensation overtime hours worked shall not be pyramided, compounded or paid twice for the same hours worked.
- 13.7 Overtime will be calculated to the nearest fifteen (15) minutes.

ARTICLE XIV - COURT TIME

- 14.1 A supervisor who is required to appear in court during his scheduled off-duty time shall receive a minimum of three (3) hours pay at one and one-half times the supervisor's base pay rate or (3) hours minimum compensatory time at (1-1/2) times the supervisors base pay rate at the supervisors discretion. An extension or early report to a regularly scheduled shift for a court appearance does not qualify the employee for the three (3) hour minimum.
- 14.2 A supervisor who is scheduled for court during his/her off duty time shall check the Carver County Attorney's website after 4:30pm the day prior to confirm if their Court case is still listed. If the supervisor is not cancelled by email, phone, or on the website prior to 4:30PM the business day prior, a supervisor shall receive two (2) hours of pay at regular base rate. An extension or early report to a regularly scheduled shift for Court appearance does not qualify the supervisor for the two (2) hour minimum.
- 14.3 A supervisor formerly employed by the Chaska Police Department shall be paid their last earned hourly wage for any court time performed.
- 14.4 In the event a supervisor is subpoenaed to testify in a private party litigation in a capacity other than that of an expert witness regarding an incident that has occurred within the scope of employment for the City of Chaska involving facts which the supervisor came to know while on duty as a supervisor, then the supervisor shall receive court time pay from the employer in accordance with the requirements as set forth in article XIV. The supervisor shall not be required to take vacation, PPL or compensatory time if the appearance occurs during their work shift.

ARTICLE XV - CALL-BACK TIME

A supervisor who is called to duty during his/her scheduled off-duty time shall receive a minimum of three

- (3) hours pay at one and one-half times the supervisor's base pay rate. An extension or early report to a regularly scheduled shift for duty does not qualify the supervisor for the three (3) hour minimum.

ARTICLE XVI - VACATIONS

- 16.1 Vacation is earned and granted according to the following schedule:

Years of Service Hours earned per month

Start 0 through 5 years	6.67 hours (80 hours annual)
6 through 10 years	10 hours (120 hours annual)
11 years	10.67 hours (144 hours annual)
12 years	11.33 hours (152 hours annual)
13 years	13 hours (160 hours annual)
14 years	14 hours (168 hours annual)
15 years	14.67 hours (176 hours annual)
20 years	16.67 hours (200 hours annual)

- 16.2 A supervisor may not accumulate vacation leave in an amount greater than one and one-half (1.5) times the amount that the supervisor earns in one years' time without the employer's written approval.
- 16.3 All existing supervisors are eligible to choose to be on the Paid Personal Leave (PPL) plan on an annual basis. Once this decision has been made, the supervisor may not choose to go back on the vacation/sick time program.

PPL is earned and granted according to the following schedule:

Years of Service	Annual Accrued Personal Leave/ Hours Per Month
Start through completion of year 5	18 days (144 hours) 12 hours
Year 6 through completion of year 10	22 days (176 hours) 14.66 hours
Year 11	23 days (184 hours) 15.33 hours
Year 12	24 days (192 hours) 16 hours
Year 13	25 days (200 hours) 16.66 hours
Year 14	26 days (208 hours) 17.33 hours
Year 15	27 days (216 hours) 18 hours
Year 16	28 days (224 hours) 18.66 hours
Year 17	29 days (232 hours) 19.33 hours
Year 18	30 days (240 hours) 20 hours
Year 19 or more	31 days (248 hours) 20.66 hours

Supervisors choosing to convert over to the Personal Leave Plan shall have their existing banked vacation leave converted to personal leave on a 1: 1 basis, and will be able to keep their sick

leave bank available for future use, as defined by the Personal Leave Plan and Salary Continuation Plan. Supervisors at no time may accumulate personal leave to exceed two times the annual rate at which the supervisor earns personal leave.

- 16.4 Personal Leave Plan and vacation periods shall be selected on the basis of seniority until March 15 of each calendar year as stated in Article 9.3.
- 16.5 PPL time may be used in increments of less than 30 minutes.
- 16.6 Supervisors under the PPL and/or vacation plan shall receive three floating holidays (24 hours) and observe the same holidays as stated in Article 18.1.
- 16.7 For the purpose of PPL, the definition of good standing means that the supervisor must give a minimum two-week (10 working days) notice unless a mutual agreement has been made between the supervisor and Employer to end employment earlier or the supervisor ends employment due to an injury/disability.
- 16.8 A supervisor under the PPL plan requesting leave under FMLA may use up to fifteen (15) days of accrued sick leave in accordance with FMLA Article 30. This is supplemental to the benefits in the Personal Leave Plan and Salary Continuation Plan.

All supervisors under the PPL plan will be governed by the City of Chaska Personal Leave Plan and Salary Continuation Plan, unless stated in this agreement. All supervisors continuing under the vacation/sick time program will continue to be governed by the language of this Labor Agreement unless stated in this agreement.

Annually, supervisors may designate 50 PPL hours to fund their Deferred Compensation Plan, Health Savings Account, or their paycheck. A supervisor must have a minimum of 80 hours in their PPL bank to utilize this.

ARTICLE XVII-- SICK LEAVE

- 17.1 A supervisor who has not elected the PPL plan shall accumulate one day of sick leave per month.
- 17.2 The Employer shall follow Minnesota State Statue 181.9413.
- 17.3 Sick leave usage shall not be subject to approval and verification by the Employer.

ARTICLE XVIII - HOLIDAYS

- 18.1 The following are the observed holidays (9): January 1 (New Year's Day), Martin Luther King's Birthday, third Monday of February (Lincoln's and Washington's Birthday), last Monday in May (Memorial Day), July 4th (Independence Day), first Monday in September (Labor Day), November 11 (Veteran's Day), 4th Thursday in November (Thanksgiving Day), Christmas Day, and three (3) floating holidays. A Supervisor may carry over 16 hours of floating holiday time from year to year.
- 18.2 For supervisors on a fixed Monday to Friday schedule, if any of the holidays falls on a

Sunday, then Monday is the official holiday, and if any falls on a Saturday, then Friday will be the official holiday.

- 18.3 A supervisor shall be paid or given equal time off when it is necessary to schedule a supervisor to work on one of the official holidays. The pay or time off shall be at the discretion of the Department Head or the City Administrator. Should the Administrator or Department Head choose to pay the supervisor, the supervisor whose scheduled shift begins or ends on the official holiday shall be compensated at the rate of double time for all hours worked on the actual holiday.
- 18.4 A supervisor regularly scheduled to work any shift or assignment on an official holiday who has been removed from the schedule by the employer (Deviating from their normal work rotation/schedule), shall not be required to use vacation, PPL or compensatory time hours to equal the number of hours the supervisor is short for their assigned shift or assignment.
- 18.5 A supervisor on sick leave before or after a holiday may be required to have a certificate stating the nature of illness before holiday pay will be granted; however, a supervisor may use a vacation day, PPL hours, or compensatory time and still receive holiday pay.
- 18.6 A supervisor not scheduled to work on a holiday will receive holiday pay based on an eight (8) hour day.
- 18.7 A supervisor who works any hours on Christmas Eve or New Year's Eve shall receive four hours of vacation/PPL time toward their vacation/PPL bank. A supervisor on a fixed Monday to Friday schedule that leaves at early close time shall not receive this additional benefit but will not be charged vacation or compensatory time for the time period that City Hall is closed. A supervisor who is on a regular or scheduled day off is not eligible for this benefit.

ARTICLE XIX - FUNERAL LEAVE

Supervisors shall receive up to three (3) days for bereavement, memorials, family gathering or to attend funerals of members of the supervisor's immediate family defined as: spouse, children, step-children, mother, father, brother, step-brother, sister, step-sister, grandchildren, grandparent, and step-grandparents of either the supervisor or supervisor's spouse. Up to two days shall be granted for the death of great-grandparents, aunt, uncle nieces, nephew(s) or if the employee is asked to perform the service of pallbearer. Funeral leave will be deducted from a separate city held bank and not the supervisor's accrued leave time. Any additional time or other funerals is to be taken off from vacation time, PPL, compensatory time, or without pay. Funeral leave is per occurrence.

ARTICLE XX - HEALTH AND WELFARE

- 20.1 Establishment of VEBA: Employer shall make available a VEBA Plan and Trust described in summary and attached hereto as VEBA Attachment #1, to all qualified bargaining unit members who exercise their option to enroll in the high deductible health insurance program offered in Section 4, Subdivision 2 of this Article. Employer and supervisors' assent to and ratify the appointment of the trustee and plan administrator for the VEBA plan and Trust Identified in VEBA Attachment #1. It is intended that this arrangement constitute a voluntary supervisors' beneficiary association under Section 501 (c) (9) of the Internal Revenue Code.

This plan year will begin on January 1, and end on December 31 of each year.

- 20.2 Benefits provided through the VEBA Employer shall provide the following welfare benefit arrangement through the VEBA Plan: A health reimbursement arrangement for active employees
- 20.3 Payment of Administrative Fee Administrative fees allocable to individual accounts of active supervisors who are active participants in the VEBA, and HSA Plans shall be paid by the employer. Administrative fees allocable to the individual accounts of former supervisors shall be paid from the VEBA account and deducted from the total accrued amount of dollars that are allocated to that former supervisor in the VEBA account. If the VEBA Plan is terminated, or if Employee Contributions cease by agreement between the parties, administrative fees shall be paid from the VEBA account.
- 20.4 Employer Contributions to the Health Reimbursement Arrangement for Active Supervisors:

Subd. 1 Contributions to the Active Employees' Plan:

Employer will make an annual contribution to individual accounts under the health reimbursement arrangement for qualifying bargaining unit members in accordance with the following schedule:

\$1,248 for each qualified supervisor who elects single coverage under the group health plan described in Subdivision 2; and

\$2,496 for each qualified supervisor who elects Employee + Spouse, Employee + Child(ren), or Family coverage under the group health plan described in Subdivision 2.

The contribution will be made in thirds, with the first contribution on January 1st, the second contribution on May 1st, and the third contribution on September 1st. The employer will contribute \$416 to the individual account each period for those supervisors who elect single coverage, and \$832 to the individual account each period for those supervisors who elect family coverage under the group health plan described in Subdivision 2. Dollars in individual accounts shall not be eligible to use until they have been accrued.

If a qualified bargaining unit member enters the VEBA Plan as a participant on a date after the first day of the VEBA Plan year, the Employer shall prorate the amount of the Employer Contribution to reflect the late entry. This prorated share of employer contribution shall be based on the number of months remaining in the plan year. Any supervisor entering the VEBA plan on a date other than the first day of that month, shall receive the entire supervisor contribution amount for the month in which they enter (i.e. a supervisor entering the VEBA plan anytime during the month of April would receive 9/12 of the total year supervisor contribution toward the individual's VEBA account).

All employer contributions on behalf of a VEBA Plan participant shall cease on the date the participant is no longer covered under the high deductible health plan in Subdivision 2 below, or on a date that the individual no longer is employed by the City of Chaska.

Subd. 2 High Deductible Health Plan:

Employer shall make available a high deductible health plan described in summary and attached hereto as Insurance Attachment #1, to all qualified bargaining unit members who elect to participate in said plan. With respect to qualifying bargaining unit members, in the 2019 benefit year, the Employer shall contribute an amount not to exceed \$873.00 toward the monthly premium cost for single group health coverage, and \$1220.00 toward the monthly premium cost for Employee+ Spouse, Employee+ Child(ren), or Family group health coverage. The employer' contribution toward the employee's premium shall be negotiated on an annual basis. The employer contribution for 2019 shall be an increase of 6% from the 2018 level. The employer contribution for 2020 shall be an increase of 6% from the 2019 level with a reopener if the health insurance premium increase is over 12%. The employer contribution toward the employee's premium shall be negotiated on an annual basis.

Current supervisors choosing the High Deductible Medical plan will be able to utilize dollars in the individual VEBA account to pay for those medical services that are currently covered under the high deductible health plan described in summary and attached hereto as Insurance Attachment #1. After an individual leaves employment with the City of Chaska, that individual will be eligible to utilize the dollars accumulated in the individual's VEBA account to pay for any medical services covered under IRS Code 213 (d).

20.5 Alternative Group Health Plan

Employer shall also make available the group health plan described in summary and attached hereto as Insurance Attachment #2, to supervisors who do not elect coverage provided for under the provision of the high deductible health plan described in Section 4, Subdivision 2. With respect to all qualified bargaining unit members. Employer for 2019 shall contribute an amount not to exceed \$977.00 toward the monthly premium cost for single group health coverage, and \$1428.00 toward the monthly premium cost for Employee + Spouse, Employee + Child(ren), or Family group health coverage. The Employer contribution for 2019 shall be an increase of 6.0% over the 2018 level. The employer contribution for 2020 shall be an increase of 6% from the 2019 level with a reopener if the health insurance premium increase is over 12%. The employer' contribution toward the employee's premium shall be negotiated on an annual basis.

Qualified bargaining unit members who elect coverage under this Section 5 shall not be entitled to receive Employer Contributions to the VEBA Plan. If a participant changes coverage from a high deductible plan in Section 4, Subdivision 2, to the alternative group health plan in Section 5 above, all contributions on behalf of a VEBA Plan participant shall cease.

As one of the health insurance plans being offered, the employer is making available a

Health Savings Account (HSA). Those choosing an HSA will receive the employer contribution laid out in section 20.5, with the employer covering the administrative costs of the HSA accounts.

All supervisors employed in a position in the appropriate unit shall, at a minimum, be enrolled in single coverage in one of the group health plans provided for under the provisions of this Article. In the event an eligible supervisor does not make a choice of plan coverage the Employer shall enroll the supervisor in the CORE medical benefit of the plan, which is the single-coverage VEBA high deductible medical plan

- 20.6 EMPLOYER will permit permanently disabled or retired supervisors over 50 and under 67 years of age to participate in the City's group health, VEBA, and welfare insurance plan, provided the supervisor pays 100% of the monthly premium for plan chosen.
- 20.7 In addition to the City's contribution toward life insurance, supervisors shall be permitted to utilize a portion of cafeteria plan to purchase additional life insurance. (Long-term Disability, and long-term care insurance.)
- 20.8 Survivors Health Insurance Coverage: Shall be defined under Minnesota State Statute 299A.465 in the event of the death or injury of an active supervisor.
- 20.9 The Minnesota Health Care Savings Plan (HCSP) is an employer-sponsored program that allows Chaska Peace Officers to save money, tax-free, to use upon separation of employment to pay for eligible health care expenses. HCSP is a tax-free account, which means contributions, and eligible reimbursements are not reportable on state or federal income tax returns.

This program will enrich the City of Chaska's benefit plan. The City of Chaska appreciates peace officers, who through long term service and dedication, contribute to making the city a successful and positive service provider. In recognition, the City acknowledges the following plan.

All eligible Chaska Supervisors under this contract shall participate in the Minnesota Post Employment Health Care Savings Plan established under Minnesota State Statutes, section 352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System's Trust and Plan Documents. All funds collected by the employer on the behalf of the Supervisor will be deposited into the peace officer's post- employment health care savings plan account.

The Supervisor and Employer contribution shall be per pay period based off the Supervisor's monthly base wage and shall be placed into the Supervisor's HCSP account.

4 Years of service or more:	Employer contribution .5%
	Supervisor contribution 2%

Supervisors with Paid Personal Leave (PPL) and/or Vacation shall contribute 50% of their accrued leave upon separation of employment/service into their health care savings plan

account but no more than 200 hours, at their final hourly rate. This program is designed for all Supervisors of the Chaska Police Department that are members of LELS #447.

On January 1, 2020, the Employer agrees to reopen and review the Employer contribution for Supervisor's with 11 or more years of service for the purpose of matching the Supervisor's contribution.

ARTICLE XXI - SEVERANCE PAY

- 21.1 For all supervisors the City will pay 100% of the accumulated unused vacation or PPL time. However, a supervisor who voluntarily terminates his employment must notify the City at least two weeks ahead of termination date or the supervisor will forfeit the above severance pay. No severance pay will be given any supervisor who is discharged from his position because of disciplinary reasons by the EMPLOYER.
- 21.2 Prior to last day of service, a supervisor in good standing will receive a letter from the Department stating that he/she left employment in good standing and stated length of service to the City with such letter signed by the Chief.

ARTICLE XXII - JURY DUTY

In the event a supervisor is called for jury duty, he will receive his full salary while on jury duty if his jury fee, less expenses, is turned over to the City Treasurer.

ARTICLE XXIII - TRAINING

- 23.1 TRAINING: Is defined as continuing education for Peace Officers, which is necessary to promote and ensure professional competence.
- 23.2 A supervisor that is on regular scheduled day off who attends mandatory training shall be paid for group breaks during the training and is eligible to submit per diem requests for meals not provided during the training. Mandatory training is annual mandated specific training by Minnesota Post Board or training determined to be mandatory that is assigned by the Chief of Police, a Chaska Police Supervisor, or a Department Training Instructor.
- 23.3 NON-MANDATORY: A supervisor who attends training while off duty that is not mandatory but satisfies POST requirements or enhances or benefits job performance and training has been approved from a department head or his/her designee shall be compensated at straight time up to FLSA limits. A supervisor who attends a training on a regular scheduled off shall be paid for group breaks taken during the training and are eligible to submit per diem requests for meals not provided during the training.
- 23.4 FTO COMPENSATION: A supervisor shall be compensated two (2) hours of additional pay at the supervisor's current hourly rate for each shift or partial shift the supervisor is assigned to work as a Field Training Officer with a trainee, Community Service Officer or a CERT member. This includes initial orientation, firearms, Taser, use of force training or evaluation of the trainee.

- 23.5 SCHEDULED SHIFT REPLACEMENT: A supervisor who attends a training that has been approved from a department head or his/her designee that replaces their regular scheduled normal shift, shall be compensated as stated in Article XII (HOURS OF WORK – normal shift) and shall be paid for group breaks taken during the training.
- 23.6 MEALS When a peace officer must stay overnight while traveling on official city business to attend professional training or conferences that are authorized and shall receive a per diem allowance for meals and incidental expenses at the daily federal Per Diem Rate authorized for the travel location. This rate can be found at: <http://www.gsa.gov/portal/content/142071> . Expenses exceeding authorized per diem allowances are the personal responsibility of the peace officer.
- On the first and last day of travel supervisors will be reimbursed using the GSA partial day rate for the first/last day of travel. If a full day of training occurs on a travel day, the total meals and incidentals per diem rate is reimbursed.

When meals are included as part of a conference, seminar or registration fee, or provided by or paid for by third parties, supervisors must deduct those meals from the per diem reimbursement. Lodging is not included in per diems. Supervisors should make arrangements at the preferred conference hotels when possible. Supervisors may use a p-card for lodging or can request reimbursement with an original receipt.

When supervisors are traveling on official city business to attend professional training or conferences and an overnight stay is not required, supervisors are still authorized and shall receive per diem allowance for the particular meals required for the day though they are not authorized incidental expenses. The City of Chaska will pay a modified per diem rate per meal based on the Federal Per Diem rate authorized at the travel location and in accordance with their meal (after looking up per diem rate for location, the meal rate breakdown can be found at <http://www.gsa.gov/portal/content/101518> .

Expense claims must be submitted to finance within 15 business days of return from training/conference. Although it is no longer necessary to submit receipts for meals or incidental expenses, all other claimed expenses must have appropriate documentation (lodging/Airfare receipts, mileage reimbursement log or map, etc.)

- 23.7 TRAVEL DEFINITION: Travel time will be the actual time taken to travel by vehicle from the Chaska Police Department to the training location and back to the Chaska Police Department.

Supervisors attending any training will receive straight time for travel time as defined by 22.7. Supervisors will not receive travel time for any training occurring in the City of Chaska and/or training within 15 minutes of the Chaska Police Department. Supervisors attending scheduled shift replacement training will not be paid for travel time unless it exceeds the time of their normal work shift.

AIR TRAVEL: Any air travel time shall include travel time to and from the airport from the

Chaska Police Department; terminal and airtime; and travel time to the end destination. A supervisor shall receive straight time for air travel time. Air travel scheduled on a supervisor's normal work shift shall be considered a normal work shift.

ARTICLE XXIV - NEGOTIATION MEETINGS

The UNION representative(s), or an authorized alternate, upon approval of the Department Head, may be absent from duty to attend negotiation meetings. For de minimus union activities, or when a union meeting is called, members shall be allowed to attend such meetings, subject to calls, where police services are required and shall not count against the supervisor's break time.

ARTICLE XXV - UNIFORM/EQUIPMENT/TECHNOLOGY COMPENSATION

- 25.1 The City of Chaska will provide required approved initial issue uniforms and equipment items to all new supervisors.
- 25.2 The City of Chaska will provide for all badges (including maintenance and repair), patches (police, badge, shoulder and name, name plates, insignia and/or stitching) on uniforms. All departmental purchased items will remain the property of the City of Chaska. Upon termination, separation, or retirement from employment, all initially issued items and departmental patches, insignia, and nameplates shall be returned to the City of Chaska upon request.
- 25.3 The City of Chaska will provide supervisors with mandated OC spray, reflective vests, reflective rain jackets, and two (2) body worn camera mounts, which will remain the property of the City of Chaska.
- 25.4 Uniform items, clothing, and equipment worn while performing police duties (including: footwear, watches, and eye wear) which is damaged or contaminated rendering it unwearable in the line of duty by an individual that is being arrested, detained, fought with, chased or that is seized as evidence shall be replaced in whole by the City of Chaska. Any restitution will be paid to the City of Chaska. Any uniform item that is damaged as the result of wear and tear or while performing normal duties (other than described above) will be replaced at the cost to the supervisor from his/her uniform compensation.
- 25.5 The City of Chaska will annually provide each supervisor with an annual uniform and equipment compensation of **\$1481.00 for 2019**, and **\$1,511.00 for 2020**.
- 25.6 It is recognized by the employer and the supervisor that supervisors have unique uniform, and equipment needs above and beyond those of patrol officers. To address these additional requirements, the employer will provide the supervisors with additional annual uniform and equipment compensation of **\$400** for 2019 and **\$430** for 2020. This supervisor allowance will be paid in the same check as the normal uniform allowance.
- 25.7 Supervisors shall receive a monthly technology allowance of \$50, intended to offset use of personal data/internet plans for work purposes, for a total of \$600 annually.
- 25.8 Uniform/equipment, and supervisor's uniform, shall be paid on or about January 1st of each year. All uniform/equipment and supervisor's uniform allowance once paid is considered compensation and shall not be returned to the City of Chaska.
- 25.9 The City of Chaska shall provide the amount as defined in Minnesota State Statute 299A.38 for the purchase of body armor for peace officers, every five years, or from when the body armor is initially purchased. The body armor shall be of a certain quality and description as the (Level 3A) body armor. An internal vest carrier shall be included with the purchase of body armor. Should the state funds for the purchase of law enforcement body armor be cancelled at any time, this agreement shall be re-opened. If agreement is not reached within 30 days of re-opening, either party may refer the issue to binding arbitration.

25.10 All supervisors are required to purchase their own duty, back up, or off duty weapon(s).

ARTICLE XXVI - CELL PHONE

26.1 A supervisor will be provided a cell phone and usage plan by the City of Chaska.

26.2 A supervisor electing to buy their own cell phone and plan and who complies with the City of Chaska mobile device policy is eligible to receive a monthly stipend of \$50 per month as compensation for business use of their personal mobile device consistent with IRS guidelines with IRS guidelines and is paid through regular payroll. The mobile device shall be replaced at the Employers expense if it is damaged in the course of his/her duties.

ARTICLE XXVII - FALSE ARREST

The EMPLOYER shall provide False Arrest Insurance.

ARTICLE XXVIII - INJURED ON DUTY

- 28.1 Supervisors on an eight (8) hour work shift injured on duty will receive full pay for a maximum of 720 hours while unable to work due to such injury. Supplementary payments for the first 720 hours shall be paid by the employer. Supplementary payments from the City will be deducted from a supervisor accumulated sick leave, PPL, or vacation only after the 720 hours have expired per injury.
- 28.2 Any compensation payable to the supervisor under Workers Compensation insurance will be reported to the EMPLOYER. The EMPLOYER shall make supplementary payments to the supervisor to make up the difference between workmen's compensation and his normal rate of pay. Supplementary payments from the City will be deducted from a supervisor's accumulated sick leave or vacation only after 720 hours working days have expired. The employer shall pay supplementary payments for the first 720 hours.
- 28.3 A supervisor who claims an absence from work due to an injury sustained on the job shall provide, if requested by the EMPLOYER, a statement from the supervisor's attending physician as to the nature of the injury.
- 28.4 Any supervisor who claims an absence from work due to an injury sustained on the job is subject to an examination to be made on behalf of, and paid for by, the EMPLOYER. The examination shall be conducted by a person competent to perform such and will be designated by the EMPLOYER.
- 28.5 As provided for through the City of Chaska's Worker's Compensation policy coverage, treatment for exposure and/or acquiring a communicable disease directly related to work-related activities, shall be considered a work-place injury, subject to all the benefits and employee requirements listed above in this section of the agreement.

ARTICLE XXIX - PEACE OFFICER LICENSE

The EMPLOYER will assume the cost of the peace officer license required by the State of Minnesota. Each supervisor is responsible for maintaining and renewing the license.

ARTICLE XXX - PROBATIONARY PERIOD

A probationary period for SUPERVISORS shall be one year from the date of promotion. If the Chief of Police does not feel a supervisor meets the expectations of a SUPERVISOR'S role during probation, they shall be assigned back immediately as a Sergeant. This does not affect situations where a supervisor could be terminated from employment for just cause.

ARTICLE XXXI - FAMILY AND MEDICAL LEAVE ACT (FMLA)

A supervisor requesting leave under the (FMLA) shall, at the supervisor's discretion, be able to take leave from any of the accrued leave time banks provided for by this contract, however a supervisor will be limited to fifteen (15) days of sick leave use per occurrence.

Accrued leave time shall include PPL, Vacation, Sick Leave, Compensatory Time, and Floating Holiday Time.

The supervisor may request a leave of absence without pay, pursuant to the (FMLA), as well.

ARTICLE XXXII - COMPENSATION

32.1 WAGES

Specialty pay for the Lieutenants position will be 7.5% more than the Sergeant base rate. The breakdown for each contract year is shown below:

2019: Monthly base wage is \$8,162.26 (Sergeant base rate) + 7.5% = \$8774.43

2020: Monthly base wage is \$8,440 (Sergeant base rate) + 7.5% = \$9,072.66

32.2 Longevity PAY

In addition to their base pay, supervisors will receive the following additional percent of their monthly pay:

Longevity Pay

After 4 years of service	3%
After 8 years of service	5%
After 12 years of service	7.5%
After 16 years of service	9.5%
After 20 years of service	10.5%

32.3 SUPERVISOR MONTHLY ON CALL

A supervisor shall receive 6 hours of straight time compensation based on the supervisor's normal hourly rate for each month. The time may be taken as pay or compensatory time at the supervisor's discretion. A monthly on call supervisor is expected to answer their phone or return a call as soon as possible or practical during the month they are the primary on call supervisor. No other geographical or other restrictions shall apply.

32.4 SUPERVISOR ON CALL INVESTIGATOR/DETECTIVE ON CALL

Supervisors assigned to investigator/detective "on-call" rotation shall receive 17.5 hours of straight time pay or compensatory time per week (7 days) or (2.5) hours per day for each day on "on-call" at the supervisor's current hourly rate at the supervisor's discretion. Each day of "on-call" shall consist of a 24-hour period of "on-call" service.

32.5 Supervisors working investigative/detective "on-call" may have another peace officer substitute and fulfill their supervisor/detective "on-call" obligations. The substituting peace officer shall be the only one that shall receive supervisor/detective "on-call" compensation.

32.6 A supervisor working investigative/detective "on-call" on a designated holiday as stated in 18.1 shall receive eight hours of straight time pay or compensatory time at the supervisor's discretion.

- 32.7 If a supervisor/detective "on-call" supervisor is requested to return to duty, that supervisor shall be compensated in accordance with article XV.

ARTICLE XXXIII - WORK OUT ON DUTY

- 33.1 The Chaska Police Department will implement a work schedule that provides time for a supervisor to exercise during their schedule shifts, subject to the needs of the police department. The scheduled exercise time may be suspended for one or more supervisors, with just cause. A supervisor may utilize work out on duty as long as the supervisor works 50% of their assigned schedule shift.

ARTICLE XXXIV - DURATION

This AGREEMENT shall be effective as of the 16th day of November 2019 and shall remain in full force and effect until the 31st day of December 2020 and shall automatically renew from year to year unless either party give notice of their desire to modify or amend this agreement.

IN WITNESS THEREOF, the parties hereto have extended this AGREEMENT on this ____ day of _____, _____(year).

FOR (THE CITY OF CHASKA)

FOR (The UNION)

City Administrator Matt Podhradsky

Union Steward Lieutenant Tony Kjorstad

Date _____

Date December 11, 2019

LELS Business Agent

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/16/2019

Subject: Establish 2019 Interfund Tax-Increment Financing

Prepared By: Noel Graczyk, Administrative Services Director
Lisa Nelson, Controller

Background

Each year in accordance with the Minnesota State Statutes, the City needs to authorize the use of interfund loans to fund cash deficits in various tax increment funds. The enclosed proposed resolution establishes terms and conditions for interfund loans to various tax increment funds that are expected to have a projected cash deficit as of December 31, 2019.

Interfund loans must be established each year by resolution with a stated interest rate, annual term, and loan amount. These defined terms fix the annual cost of a loan using the maximum interest rate permitted in accordance with State Statutes.

Prior to 2007, the City used internally pooled investment cash instead of interfund loans to fund a cash balance deficit in tax increment funds. This pooled cash method of funding ongoing deficits in tax increment districts understates the true cost to the City for not placing investments in securities outside of the City.

Each of the following listed tax increment districts are expected to have a cash deficit as of December 31, 2019:

TID#18 (Chaska Building Center) has a projected year-end deficit of \$0 and will have a 2019 annual interest cost of \$51,546 based on the average 2019 monthly balance at the permitted 5% maximum interest rate.

TID#20 (Brewery) has a projected year-end deficit of \$20,000 and will have a 2019 annual interest cost of \$10,487 based on the average 2019 monthly balance at the permitted 5% maximum interest rate.

TID#21 (Hot Spot) has a projected year-end deficit of \$31,000 and will have a 2019 annual interest cost of \$26,253 based on the average 2019 monthly balance at the permitted 5% maximum interest rate.

TID#22 (Ernst House) has a projected year-end deficit of \$27,000 and will have a 2019 annual interest cost of \$879 based on the average 2019 monthly balance at the permitted 5% maximum interest rate.

Staff Recommendation

The attached resolution establishes interfund tax increment loans and sets terms for each loan. Staff recommends adoption of the resolution.

CITY COUNCIL ACTION REQUESTED

Motion to approve Resolution No. 2019-__ to establish 2019 interfund tax-increment financing.

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/16/2019 **RESOLUTION NO.** 2019-132

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

A Resolution Establishing 2019 Interfund Tax-Increment Project Financing

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

1. Recitals.

Minnesota State Statutes (MSS), Section 469.178 permits the authority or municipality to use interfund loans to advance or loan money to finance tax increment expenditures. The maximum interest rate on the interfund loans is the greater of (i) the rate stated in MSS, Section 270C.40 or (ii) the rate stated in MSS, Section 549.09.

In 2019 the maximum interfund interest rate is 5.0%, based on the 5.0% permitted rate in accordance with MSS, Section 270C.40 and the 4.0% permitted rate in accordance with MSS, Section 549.09.

2. Official Intent Declaration.

The City of Chaska intends to make interfund loans from various funds of the City of Chaska to Tax Increment District No. 18, Chaska Building Center for the 2019 fiscal year in the amount of \$0 for a maximum period from December 31, 2018 to December 31, 2019 (one year) at the annual rate of 5.0%. Total 2019 interest cost of \$51,546 based on the 2019 average monthly cash balance.

The City of Chaska intends to make interfund loans from various funds of the City of Chaska to Tax Increment District No. 20, Brewery for the 2019 fiscal year in the amount of \$20,000 for a maximum period from December 31, 2018 to December 31, 2019 (one year) at the annual rate of 5.0%. Total 2019 interest cost of \$10,487 based on the 2019 average monthly cash balance.

The City of Chaska intends to make interfund loans from various funds of the City of Chaska to Tax Increment District No. 21, Hot Spot for the 2019 fiscal year in the amount of \$31,000 for a maximum period from December 31, 2018 to December 31, 2019 (one year) at the annual rate of 5.0%. Total 2019 interest cost of \$26,253 based on the 2019 average monthly cash balance.

The City of Chaska intends to make interfund loans from various funds of the City of Chaska to Tax Increment District No. 22, Ernst House for the 2019 fiscal year in the amount of \$27,000 for a maximum period from December 31, 2018 to December 31, 2019 (one year) at the annual rate of 5.0%. Total 2019 interest cost of \$879 based on the 2019 average monthly cash balance.

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

Mark Windschitl, Mayor

Attest: _____
Deputy Clerk

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/16/2019

Subject: Adoption of 2020 Tax Levy and General/Enterprise Fund Budgets

Prepared by: Matt Podhradsky

Attached to this Staff report is a copy of the proposed 2020 General Fund and Enterprise Fund Budgets, along with my Administrator's Budget Message summarizing the recommended budget activities in each of our funds.

Summary of General Fund Budget Recommendation

Based on what the Council has been reviewing over the past several months both with the 5-Year financial forecast and establishment of the 2020 preliminary tax levy in September, Staff is presenting the recommended General Fund Operating budget, which would be \$19,009,708 for 2020. This would be an increase of 12.22% in expenditures over 2019, with an actual dollar increase in expenditures of \$2,070,091. It should be noted that out of this total increase, \$355,000 represents a transfer of existing tax levy from the Chaska EDA Fund over into the General Fund to have it be located where it is currently being utilized to support debt service payments. As this is a decrease of \$355,000 from the EDA and an increase of \$355,000 into the General Fund, it has no net impact on the overall levy or expenditures. Taking this into consideration, the actual operating increase in the General Fund Budget would be 10.1%.

2020 Revenue

From a revenue perspective, the recommended budget would have a tax levy of \$10,516,132 for 2020, increasing the total tax levy for the General Fund, Equipment Acquisition Fund, Mt. Pleasant Cemetery, and the EDA by 8.4% from the 2019 tax levy of \$9,700,654. With our tax capacity in the City going up by 9.7% for the 2020 budget, this means that our tax rate would be going down by 1.59% for 2020.

It should be noted that this is the fifth year that we are utilizing our new tax levy policy to establish our General Fund Operating Levy. The City's new policy would state that we increase the tax levy by looking at the 3 factors that increase our cost of service in the community. These include:

- Any increases in market values due to new construction in the community
- Any inflationary increases in the market affecting the cost of goods and services
- Any additions to support new initiatives coming on board, with this portion of the increase based on the actual cost of this new initiative

In 2019, we saw a 1.35% increase in market values due to new growth and 3% inflation rate, making the levy needs to support existing services a 4.35% increase. In addition to this, the City will be implementing the first year of recommendations from our Staffing Analysis, which found that we are currently 16 employees short in the City to be able to provide our current

services at a sustainable level going into the future. With the study finding that the cost of filling this gap is \$2 million (with \$500,000 coming from our Enterprise Funds), Staff is recommending implementing this over a 4-year period, with the tax levy increase needed in 2020 to support this being at \$375,000. This represents an additional 4.05% increase. This totals the 8.4% overall increase in our tax levy.

One thing should be noted when setting the final tax levy. First, when the total levy is certified, it will show an additional amount of approximately \$235,703. This additional amount represents the 8th year of tax abatement that was provided to the West Creek Corporate Center Development and 212 Medical Center for development of infrastructure. While we are required to officially levy this assistance, the City is, in essence, a "pass-through" for these funds, with the same amount coming in from this project that goes out for the tax abatement assistance. It does not have a negative effect on other taxpayers in the community.

One final item to note is our Economic Development Authority Budget for 2020. We will have a tax levy of \$165,747 in 2020, which is a decrease of \$355,000 from 2019. As mentioned previously, this amount has been shifted into the General Fund as it supports debt service paid out of this Fund.

Budgeting Objectives

In preparing both our 5-year financial forecast and the proposed 2020 General Fund budget, the following objectives were used:

- 1) Support budgeting programs that help Chaska strengthen its mission of being "The Best Small Town in Minnesota"
- 2) Maintain existing high quality service levels, funding new programs only after our existing, necessary programs are funded
- 3) Limit tax levy growth to capture only new growth and inflation
- 4) Fully fund scheduled maintenance and replacement of equipment/property
- 5) Increase levy additionally only if new service levels or assets are being added
- 6) Budget utilizing a plan that avoids draw-down of the City's General Fund reserve
- 7) Fully levy to support our adopted Street Reconstruction Program
- 8) Develop a budget plan that is sustainable from a resource perspective to support service levels residents expect

Staff does feel confident that based on the proposed budget the City would be able to meet each of the budgeting objectives listed above. At the same time, based on the average value of existing residential units, the City portion of the tax bill on the average home would go up by about \$70 in 2020 for fully implementing the recommended General Fund Budget and tax levy. Doing all of this, we would maintain our position as being the lowest tax levy per capita of any Carver County City, and one of the lowest City tax levies per capita in the entire Twin Cities Metropolitan Area (81st out of 87 Metro Cities).

Environmental Factors for 2020

From 2009-2013, one of the major issues we saw, from a budgeting perspective, was the reduction of market values on existing properties in the community. This had a negative impact on our ability to generate enough revenues to support our service levels and forced us to defer some items in our budget that we would normally address on an annual basis.

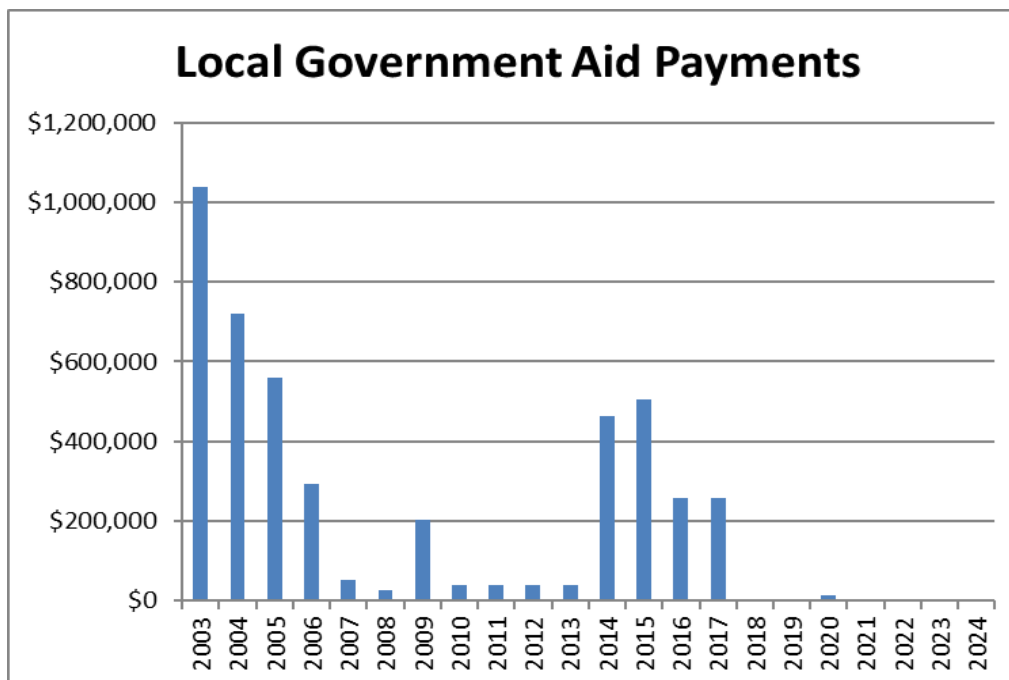
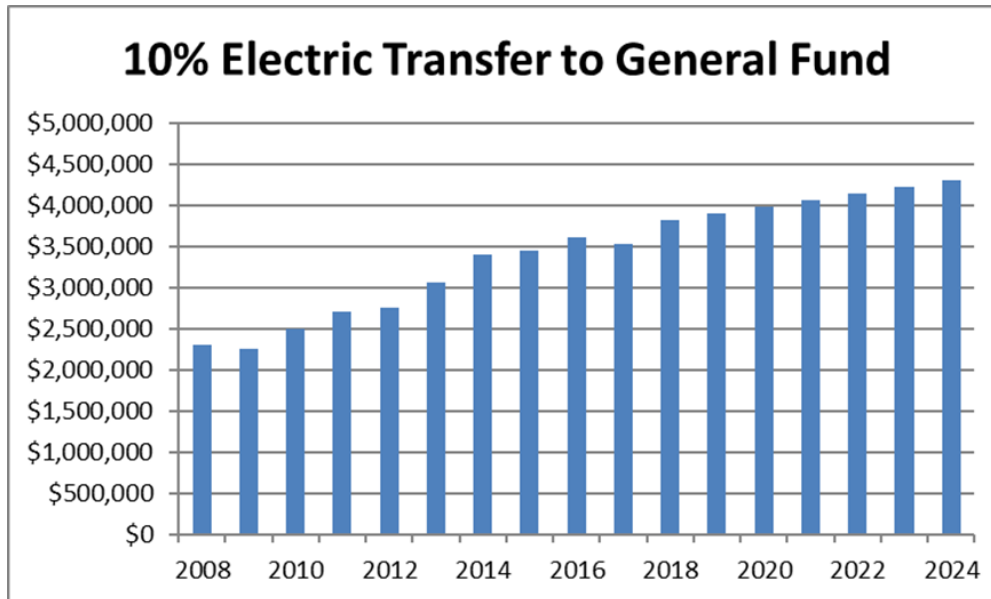
For 2020, as there has been since 2014, there are more positive environmental factors at work as we look at putting together our General Fund Budget. Specifically, the following factors are positively impacting our financial forecast as we look into next year:

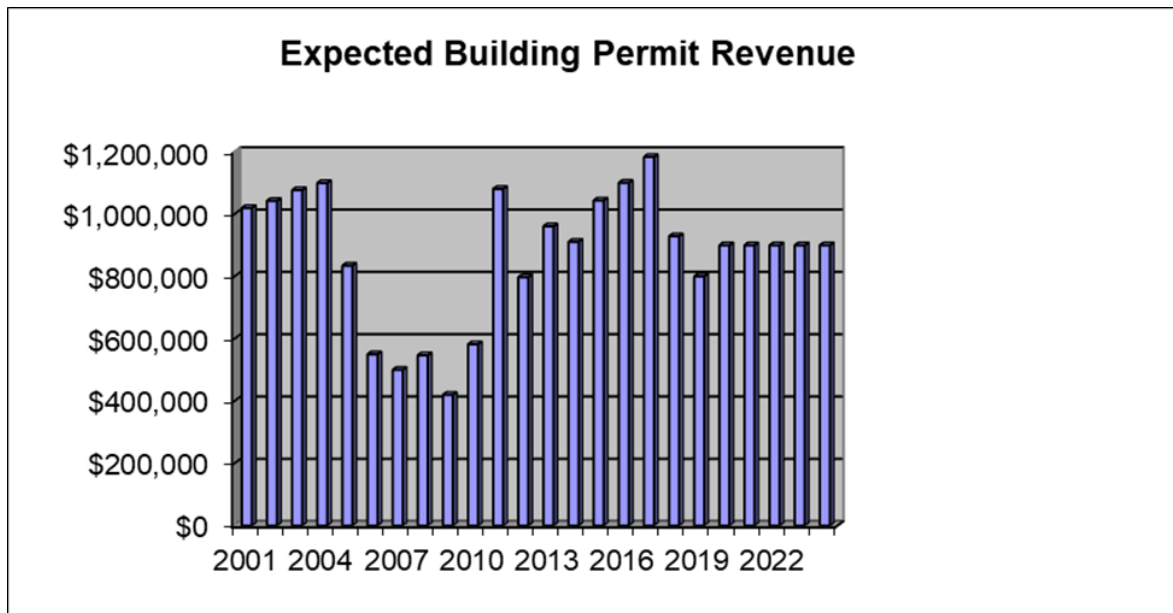
- *Market Values across the community have increased by 9.14%.*
- *Both residential and commercial building permit activity has stabilized, becoming more active*
- *We are seeing a steady increase in population*
- *Our Electric Revenue has been up significantly, as we have seen a significant amount of Economic Development Activity occur in the last five years, including Data Center development and expansion of existing businesses, driving up this usage. This has had a positive impact on the Electric Franchise Fee coming back into our General Fund.*

With this change in environmental factors, our 2020 budget is once again able to look at including some of the activities we have fell behind on over the past several years by deferring services, which has negatively impacted programs such as our Street Rehabilitation Program, which annually seal coats and overlays streets in our community in need of this service. The positive change in outlook has allowed the City to focus on our new Capital Improvement Program, which will allow us to make sure that we are reinvesting back into all of the assets we have already invested into, to assure they are in good shape for future generations. 2017 was the final year of implementing the full \$1 million addition in our CIP program, having added \$250,000 in revenue per year over a 4-year period. For 2020, this program will continue to be fully funded, with the following projects programmed in our General Fund CIP for this upcoming year:

- Street Overlay: \$375,000 (Christian/Manuela Drives)
- Sealcoat: \$60,000
- Trail Upgrade/Overlay: \$60,000
- New Pedestrian Bridge on the Main Ravine Trail: \$70,000
- Sports Court Resurfacing: \$70,000
- Siren #6 Replacement: \$25,000
- Fire Station Sidewalk Replacement: \$50,000
- Cortina Woods Park Rehab: \$135,000
- Clover Hockey Rink Rehab: \$70,000
- Brickyard Lake Pier Rehab: \$40,000
- MSB Annual Door/Hoist Maintenance Program: \$45,000

Below are charts illustrating the change we are experiencing in Electric Franchise Fee revenue, Building Permit Revenue, and Local Government Aid planned to go into our General Fund Budget for 2020:





Continuation of New Tax Levy Policy

Prior to 2014, for nearly 30 years, the City of Chaska had a policy of establishing our annual tax levy based on keeping a constant tax rate. Based on this policy, the tax levy would go up by the amount of increase we saw annually in our tax capacity within the City, which is directly related to the amount of market value growth we saw in the City. For instance, if market values (and tax capacity) increased in the community by 9.7% (as it is for 2020), you could increase your levy by 9.7% and have no impact on the tax rate in the community. This would mean that if someone's property did not change in taxable market value from one year to the next, that their City taxes would not see any increase.

While this policy worked very well for several years, in 2009 we did start to experience some of the practical limitations of this policy. The first practical issue experienced was that not all market value increases are associated with the construction of new buildings. Some of the market value increase also occurs on existing properties as well. While the tax rate would not change, and a resident's taxes would not change if their values stayed the same, this often was not the practical reality, as we saw a significant amount of growth in property values in existing properties from 2000-2008.

The other issue that we experienced from 2009-2013 was the impact of decreasing market values in the community. As with increasing market values, the same can be said for decreasing market values when trying to keep a constant tax rate. If the market values go down, the tax levy also needs to decrease accordingly to keep the tax rate constant. With an objective of keeping our service levels constant, this was a significant issue the City faced when market values did start to decline, which led to the City modifying its tax levy policy to state that the tax levy would be set to keep the tax rate constant, unless that forced the actual levy to decrease, in which case the tax levy would stay the same as the previous year. Based on this change and the decrease in market values in 2010-2013, the City of Chaska's tax levy saw a 0% increase during each of those 4 years, staying at an amount of \$4,880,354.

As we introduced in the 2014 Budgeting process, Staff recommended making a permanent change to our tax levy establishment policy to learn from the issues that have popped up over

the past 10 years. The new tax levy policy would focus specifically on looking at the two items that create pressure on our General Fund, if our desire is to keep a constant level of services in the community:

- ☐ New construction in the community
- ☐ Inflationary increases in the market.

If the City desires to keep services constant, it costs more money to provide the same services to new users in the community. Also, market inflation impacts the cost of providing our services, regardless if we make any changes or not. In order to make sure we take these into account, our new tax levy policy would state that we would set our increase in levy based on the percentage market value attributed to new growth, in addition to whatever the inflation rate is running at in any given year. The only addition we would make to these changes would be if there were a new program, that was being added in the budget, in which case the levy would increase based on the cost of this new program. This is the case with funding of our first year of the Staffing Study recommendations, which will add \$375,000 to our overall General Fund Expenditures supported through tax levy.

Proposed City Tax Levy

As mentioned above, the recommendation for 2020 would be to have an 8.4% increase in our tax levy. As mentioned previously, this would consist of the 1.35% increase in new construction Market Value, 3% for inflationary increases on cost, and an additional 4.05% to address the implementation of the first year of our Staffing Study recommendations.

To understand what the impact of raising the operational tax levy by 8.4% would have on the average residential property, it is important to understand what is occurring with property values, and with our general tax capacity in the City, which is the percentage of the overall market value on properties that is taxable. Below are charts illustrating both the taxable market value changes that Chaska will experience in 2020, along with the impact that this will have on our tax capacity in the community:

Chaska 2019 Assessment					
	Residential	Commercial/Industrial	Apartment	Ag	Total
2019 EMV	\$2,446,190,300	\$514,645,800	\$209,915,900	\$92,439,300	\$3,263,191,300
2018 EMV	\$2,242,300,300	\$478,652,800	\$181,658,300	\$87,335,900	\$2,989,947,300
Total Value Change	\$203,890,000	\$35,993,000	\$28,257,600	\$5,103,400	\$273,244,000
New Construction	\$31,983,400	\$6,418,100	\$5,667,600	\$0	\$44,069,100
Market Change	\$171,906,600	\$29,574,900	\$22,590,000	\$5,103,400	\$229,174,900
% New Construction	1.31%	1.25%	2.70%	0.00%	1.35%
% Market Change	7.67%	6.18%	12.44%	5.84%	7.66%
2018 Total % Increase	9.09%	7.52%	15.56%	5.84%	9.14%

	2019	2020	Increase	%
Gross Tax Capacity	\$ 33,943,249	\$ 37,128,910	\$ 3,185,661	9.4%
TIF	\$ (1,052,097)	\$ (1,209,495)	\$ (157,398)	
Fiscal Disparities	\$ (3,523,591)	\$ (3,698,513)	\$ (174,922)	
Other	\$ -	\$ -	\$ -	
Net tax capacity	\$ 29,367,561	\$ 32,220,902	\$ 2,853,341	9.7%

As you will see in the Market Value Chart above, the existing residential property in the City went up by 7.67% in value for taxes payable 2020. For Chaska, this means that the median-valued home at \$260,200 in 2019 would increase to \$288,900 in 2020. With the change in our tax rate, which is a decrease of 1.59%, this example house in 2019 would have paid \$759 in City property taxes and in 2020 would pay \$829, or an increase of \$70 annually from last year.

As always, the actual impact on City taxes paid on a home compared to 2019 comes down to what exactly occurs with an individual property's change in market value.

Based on the discussions above, the following would be the proposed Revenue budget for 2020:

General Fund Revenues

	2018 Actual	2019 Budget	2020 Budget	Increase	%Increase
Property Tax	\$5,398,615	\$5,700,506	\$6,926,682	\$1,226,176	21.5%
Elec/GasFranchise Fees	4,270,125	4,396,400	4,458,000	\$61,600	1.4%
Other Franchise Fees	306,860	315,000	315,000	\$0	0.0%
License and Permits	864,536	1,348,495	958,500	(\$389,995)	-28.9%
Other Revenues	2,287,185	2,064,139	2,357,448	\$293,309	14.2%
Admin Charges to Funds	2,830,048	3,115,077	3,994,078	\$879,001	28.2%
Total Revenue	\$15,957,369	\$16,939,617	\$19,009,708	\$2,070,091	12.2%

2020 Proposed Expenditures

As mentioned previously, the proposed expenditure budget for 2020 is \$19,009,708, which would be an increase of 12.22% from the 2019 budget of \$16,939,617, or an actual dollar increase of \$2,070,091. As mentioned previously, \$355,000 of this expense comes from the transfer of an existing dollars from our EDA Fund to our General Fund, bringing the total operational increase in expenditures to 10.1% for 2020.

Below is a summary of the major changes in expenditures being programmed for 2020:

Based on the discussions above, the following would be the proposed expenditures for 2020:

- *Utilize budgeting objectives developed*
- *Increase in the tax levy by 4.35% due to new growth and inflation, with an additional \$375,000 (4.04%) levied to support the first of four years of implementing the Staffing Study Gap recommendations*
 - *This first year would include the addition of a Building Maintenance Foreman, and two Building Maintenance Workers, and Economic Development Coordinator along with \$125,000 going into the Building Maintenance Budget for 2020*
- *Continue to fully implement the Capital Improvement Program in 2020*
- *Continue with the 5% Gas Franchise Fee, which will represent approximately \$460,000 in 2020 with it continuing to be dedicated to the CIP Program*
- *Shifting of the existing \$355,000 in the EDA Fund to the General Fund to continue to support the debt service for the Park Component of the Fireman's Park Rehabilitation Project*
- *Operational costs up 1% in 2020*
- *Personnel salaries up 3%, with employer benefit contribution increases of 6%.*
- *Assume continuation of our Street Reconstruction Program, with the 2020 project targeted to be Beech Street just to the north of the Carver County Courthouse*
- *Continue contract with City of Carver for shared recreational services, bringing in additional \$51,000 in revenue (this is currently being renegotiated as it has expired and the City of Carver has the interest in continuing with this partnership-a new contract can be expected to be brought back to Council in early 2020)*
- *Continue with \$12,000 expense in 2020 for "Scholarships" to support large community activities utilizing our new banquet facility (\$1,000 per month)*
- *Fully fund the Equipment Replacement Schedule for 2020 (this occurred through the sale of Equipment Certificates in 2019)*
- *Continuation of equipping all Police Officers with Body Cameras*
- *Assume no draw-down on General Fund reserves*
- *All other items in budget to remain unchanged*

Department	2018 Actual	2019 Budget	2020 Budget	Increase	%Increase	Notes
Council	\$157,509	\$113,457	\$132,407	\$18,950	16.70%	Moved event contributions to Council
Communication	\$109,182	\$113,507	\$99,774	-\$13,733	-12.10%	
Administration	\$961,726	\$802,158	\$864,219	\$62,061	7.74%	
Human Resources	\$0	\$0	\$241,025	\$241,025	100.00%	Moved HR out of ASD Budget
Elections	\$25,585	\$5,000	\$33,106	\$28,106	562.12%	Increases every 2 years for Election
Admin Serv-Finance	\$1,568,577	\$1,553,403	\$1,743,479	\$190,076	12.24%	Increase in Software Licensing Due
Admin Serv-IT	\$1,018,462	\$1,156,544	\$1,277,883	\$121,319	10.49%	Increase in Software Licensing Due
Legal	\$117,160	\$85,565	\$80,000	-\$5,565	-6.50%	
Community Dev.	\$967,519	\$1,028,557	\$1,017,575	-\$10,982	-1.07%	
Engineering	\$369,826	\$367,493	\$393,501	\$26,008	7.08%	Full year funding Water Resources Coord
City Hall Bldg	\$240,642	\$222,333	\$227,735	\$5,402	2.43%	
Building Maint Div	\$0	\$0	\$409,973	\$409,973	100.00%	Implementation of 1st Year Staffing Study
Police	\$4,232,303	\$4,435,876	\$4,689,032	\$253,156	5.71%	
Fire	\$1,745,694	\$1,974,325	\$2,070,512	\$96,187	4.87%	
Civil Defense	\$6,788	\$5,672	\$5,728	\$56	0.99%	
Public Works Admin	\$338,927	\$347,931	\$366,164	\$18,233	5.24%	
Streets	\$1,419,669	\$1,591,783	\$1,782,805	\$191,022	12.00%	Additional Street Maint. in CIP for 2020
Snow Removal	\$270,267	\$202,912	\$249,625	\$46,713	23.02%	Increase because of experience past 2 years
MSB Building	\$253,484	\$220,339	\$232,202	\$11,863	5.38%	
Park Maintenance	\$1,130,486	\$1,004,857	\$1,096,237	\$91,380	9.09%	Park Rehab projects in CIP for 2020
ISD 112 Maint	\$32,750	\$40,745	\$36,225	-\$4,520	-11.09%	
Tree Control	\$53,745	\$37,547	\$37,597	\$50	0.13%	
Parks Admin	\$369,241	\$513,853	\$608,218	\$94,365	18.36%	Overall decrease in Parks by \$48,586
Parks Youth	\$148,891	\$172,889	\$175,519	\$2,630	1.52%	shifted categories of where coded
Parks Adult	\$105,643	\$84,250	\$105,768	\$21,518	25.54%	for budget
Firemen's Park	\$181,078	\$294,215	\$127,116	-\$167,099	-66.79%	
Parks Skating Rink	\$12,346	\$9,559	\$8,631	-\$928	-9.71%	
Unallocated	\$139,869	\$554,847	\$897,672	\$342,825	61.79%	\$355,000 transfer from EDA
Total	\$15,957,369	\$16,939,617	\$19,009,708	\$2,070,091	12.22%	\$355,000 is EDA Transfer

It should be noted that in addition to general explanations provided next to each General Fund category, it should also be noted that general growth in the General Fund expenditures also is related to the first full year of implementation of recommendations from our Pay Equity Study completed in 2019. While this study was approved and implemented in 2019, this is the first year it shows as being budgeted, meaning that there are general increases to the budget based on this. The purpose of this study was to both make sure we are meeting Pay Equity standards required by the State of Minnesota, and to make sure that our wages were comparable to the average of similar positions in other Metro Communities. This was the first full study we had completed since 1986.

From a CIP perspective, 2020 will be the fourth year we will be able to fully fund our Capital Improvement Program, with \$1,000,000 now being dedicated to the plan. This now allows us to be able to program the exact projects we will be undertaking on an annual basis to support our overall Capital Improvement Program. For 2020, the following projects are planned to be undertaken:

- Street Overlay: \$375,000
- Sealcoat Roads: \$60,000
- Trail Upgrade/Overlay: \$60,000
- New Pedestrian Bridge on Main Trail: \$70,000
- MSB Annual Door/Hoist Maintenance Program: \$45,000
- Sports Court Resurfacing: \$70,000
- Siren #6 Replacement: \$25,000
- Fire Station Sidewalk Replacement: \$50,000
- Cortina Woods Park Rehab: \$135,000
- Clover Hock Rink Rehab: \$70,000

- Brickyard Lake Pier Rehab: \$40,000

Based on this, and the other changes that were listed above, the level of expenditures we are recommending to the budget would allow us to meet our budget and service objectives set for the 2020 budget process, while also keeping us very low from a tax perspective in the entire Twin Cities Metropolitan Area. By starting up the first of 4-years of implementing the Staffing Study recommendations, this will also allow us to staff our services going into the future at a much more sustainable level and help us to have the resources to address our again facility needs through the addition of a Building Maintenance Division.

Enterprise Fund Budgets

As Council is aware, over the past month, we have been reviewing recommendations for our budgets in the Enterprise through reviewing our 5-year financial analyses, including:

- Community Center
- Chaska Town Course
- Chaska Par 30
- Chaska Electric
- Chaska Water and Sewer
- Chaska Storm Sewer
- Chaska Curling and Event Center

Included in the attached Annual Budget Message are all the 2020 proposed Enterprise Fund Budgets, which goes through a summary for each of our Enterprise Funds, and recommendations on any changes that are being recommended for fees/rates within each of these enterprise funds.

CCC

As it relates to our Community Center, the major item that we have been discussing the past few years is the Capital Improvement Program.

In 2020, the major focus of our discussion and planning was on the facility reaching its 30-year anniversary in 2021, and the needs it will have to keep it a viable facility into the future. There was also a significant amount of discussion our membership and admission rate structure and how over the years we have allowed ourselves to become too inexpensive, which has had the consequence of not generating enough revenue to reinvest back into the facility. Currently, the Chaska Community Center has a Family Membership rate of \$568 for a year, which is 37.5% below the average of other comparable municipal facilities in the Twin Cities. Over the 5-year period, the goal will be to get ourselves to a sustainable number, but to do this gradually over the entire 5-years, both so it is not a huge impact to our patrons and so we can tie it to visioning that we will be doing for the facility over its next 30 years of operation. To implement this gradually will require us to use reserves for 2020 and 2021 in our budgeting process but will start to build on our cash reserves in 2023. The rate increase for fees and memberships in 2020 would start at a 4.5% increase. Below is our budgeted revenues and expenses for 2020.

	<i>Actual</i>	<i>Budget</i>	<i>Budget</i>		<i>%</i>
REVENUES	2018	2019	2020	Change	Change
<i>Member and Admis</i>	\$1,487,786	\$1,639,269	\$1,644,195	\$4,926	0%
<i>Community Events</i>	\$1,572	\$8,094	\$3,000	(\$5,094)	-170%
<i>Community Room</i>	\$39,256	\$38,523	\$40,257	\$1,734	4%
<i>Craft Rooms</i>	\$37,912	\$41,669	\$43,544	\$1,875	4%
<i>Wellness-Water</i>	\$378	\$1,402	\$1,465	\$63	4%
<i>Wellness-Studio</i>	\$104,662	\$136,241	\$120,000	(\$16,241)	-14%
<i>Rainbow Room</i>	\$7,572	\$5,557	\$7,500	\$1,943	26%
<i>Wellness Programs</i>	\$48,043	\$78,654	\$59,707	(\$18,947)	-32%
<i>Gym</i>	\$42,091	\$51,055	\$53,353	\$2,298	4%
<i>Gym-Batting Cage</i>	\$996	\$1,385	\$1,447	\$62	4%
<i>Gym-Gymnastics</i>	\$24,932	\$21,633	\$22,606	\$973	4%
<i>Ice Arena</i>	\$643,633	\$684,443	\$700,000	\$15,557	2%
<i>Maintenance</i>	\$40,386	\$35,241	\$40,241	\$5,000	12%
<i>Wellness-PT</i>	\$34,528	\$30,305	\$37,111	\$6,806	18%
<i>Play Castle/Daycare</i>	\$16,254	\$15,678	\$15,000	(\$678)	-5%
<i>Treks and Trails</i>	\$80,811	\$90,764	\$90,000	(\$764)	-1%
<i>Club Extreme</i>	\$101,019	\$110,556	\$110,000	(\$556)	-1%
<i>Raquetball</i>	\$10,527	\$15,813	\$16,526	\$713	4%
<i>Swimming Pool</i>	\$14,179	\$14,370	\$15,017	\$647	4%
<i>Swim Lessons</i>	\$105,471	\$123,200	\$128,744	\$5,544	4%
<i>Theater</i>	\$98,588	\$88,550	\$98,000	\$9,450	10%
<i>The Lodge</i>	\$51,198	\$56,647	\$59,196	\$2,549	4%
<i>Birthday Parties</i>	\$33,346	\$40,780	\$37,000	(\$3,780)	-10%
<i>Tot Time Preschool</i>	\$7,218	\$11,459	\$11,975	\$516	4%
<i>Before/After School</i>	\$8,384	\$9,499	\$21,751	\$12,252	56%
<i>Vending</i>	\$41,640	\$37,812	\$39,514	\$1,702	4%
<i>Misc.</i>	\$0	\$6,950	\$427	(\$6,523)	-1528%
Total Oper Rev	\$3,078,986	\$3,395,549	\$3,417,576	\$22,027	1%
Non-operating					
<i>The Lodge Debt</i>	\$181,000	\$181,000	\$181,000	\$0	0%
<i>Electric fund</i>	\$251,000	\$251,000	\$293,000	\$42,000	14%
Total Non oper	\$432,000	\$432,000	\$474,000	\$42,000	9%
TOTAL REV	\$3,510,986	\$3,827,549	\$3,880,176	\$52,627	1%

EXPENSES	Actual 2018	Budget 2019	Budget 2020	Increase	%
<i>Admin</i>	\$ 734,543	\$ 692,118	\$ 769,762	\$ 77,644	11.22%
<i>Events</i>	\$ 6,256	\$ 5,846	\$ 5,872	\$ 26	0.44%
<i>Craft Rms</i>	\$ 15,664	\$ 13,548	\$ 13,572	\$ 24	0.18%
<i>Well-Water</i>	\$ 743	\$ 4,229	\$ 3,050	\$ (1,179)	-27.88%
<i>Well-Studio</i>	\$ 47,117	\$ 36,810	\$ 48,612	\$ 11,802	32.06%
<i>Front Desk</i>	\$ 140,789	\$ 120,555	\$ 116,224	\$ (4,331)	-3.59%
<i>Well- Prog</i>	\$ 34,763	\$ 30,815	\$ 32,044	\$ 1,229	3.99%
<i>Gym</i>	\$ 29,416	\$ 19,577	\$ 19,623	\$ 46	0.23%
<i>Bat Cages</i>	\$ 996	\$ 1,717	\$ -	\$ (1,717)	-100.00%
<i>Gymnastics</i>	\$ 15,698	\$ 16,435	\$ 16,259	\$ (176)	-1.07%
<i>Ice Arena</i>	\$ 256,057	\$ 221,195	\$ 292,885	\$ 71,690	32.41%
<i>Maintenance</i>	\$1,219,448	\$1,099,932	\$1,104,485	\$ 4,553	0.41%
<i>Cycling</i>	\$ 40	\$ 552	\$ -	\$ (552)	-100.00%
<i>Personal Train</i>	\$ 35,249	\$ 21,150	\$ 37,712	\$ 16,562	78.31%
<i>Wellness Add</i>	\$ 118,948	\$ 129,699	\$ 127,947	\$ (1,752)	-1.35%
<i>Play/Daycare</i>	\$ 76,648	\$ 62,918	\$ 47,147	\$ (15,771)	-25.07%
<i>Treks& Trails</i>	\$ 97,039	\$ 94,556	\$ 102,183	\$ 7,627	8.07%
<i>Club Extreme</i>	\$ 76,396	\$ 74,894	\$ 86,945	\$ 12,051	16.09%
<i>Raquetball</i>	\$ 860	\$ 1,697	\$ 1,705	\$ 8	0.47%
<i>Swim Pool</i>	\$ 365,443	\$ 345,892	\$ 429,208	\$ 83,316	24.09%
<i>Swim Less</i>	\$ 25,956	\$ 32,165	\$ 33,435	\$ 1,270	3.95%
<i>Theater</i>	\$ 9,900	\$ 7,414	\$ 7,452	\$ 38	0.51%
<i>Lodge</i>	\$ 99,043	\$ 97,876	\$ 246,134	\$ 148,258	151.48%
<i>Birth Party</i>	\$ 8,883	\$ 6,775	\$ 6,845	\$ 70	1.03%
<i>Tot Time</i>	\$ 4,692	\$ 5,994	\$ 5,985	\$ (9)	-0.15%
<i>Gen Facility</i>	\$ 278,077	\$ 50,000	\$ 50,000	\$ -	0.00%
<i>Advent Prog</i>	\$ 120,237	\$ 117,540	\$ 1,765	\$ (115,775)	-98.50%
<i>B/A School</i>	\$ 3,598	\$ 5,294	\$ 5,643	\$ 349	6.59%
<i>Vending</i>	\$ 18,342	\$ 12,707	\$ 12,771	\$ 64	0.50%
<i>Depreciation</i>	\$ 729,338	\$ -	\$ -	\$ -	
<i>Debt Service</i>	\$ 189,318	\$ 493,546	\$ 496,780	\$ 3,234	0.66%
<i>Transfer Out</i>	\$ 1,434	\$ -	\$ -	\$ -	
<i>Other</i>	\$ 6	\$ 492	\$ -	\$ (492)	-100.00%
Expenses	\$4,760,937	\$3,823,938	\$4,122,045	\$ 298,107	7.80%

As mentioned previously, this budget would require us to utilize our reserves for 2020 and 2021 to gradually get our rates/membership fees to where they need to over the 5-year period but would start to see this build in 2023.

Town Course

As for the Town Course, we do continue to see a shift to more residents playing, which helps us achieve the mission of being a community-gathering place, but has put pressure on revenues, as we subsidize residents' rates at the Course. We are currently seeing about 50% of play from residents and 50% from non-residents.

With the resident fees being 37% lower than comparable courses in the Twin Cities, we did have discussions during this budget cycle that discounting 50% or more of our patrons at this large of a discount would not be sustainable over the years, especially as we need to reinvest back into this facility that recently turned 20 years old. Just like the Community Center, while we need to work to decrease the percentage of discount to a sustainable level, we are proposing that this would be done over the entire 5-year planning period to help create a smoother transition for our patrons. We will be working to educate and get input from resident patrons over the next several months to come up with a plan for the future.

For 2020, there are no staffing changes recommended, and no equipment is scheduled to be purchased, as we are planning on doing our next equipment replacement purchase in 2021. In 2018 and 2019 we completed the bunker replacement throughout the course. With a cost of approximately \$200,000, this was a major improvement on the course. In 2020, we do have the replacement of the bridge on Hole #15 scheduled, along with \$12,000 to overlay a section of our cart path. In July of this upcoming year, Chaska Town Course will be the co-host of the USGA Junior Amateur Championship along with Hazeltine National Golf Course.

For 2020, the proposal would be to have the Resident and Regular rates go up by \$1 each, with cart fees also going up by \$1 per round.

Based on our assumptions, the following charts would represent the revenue and expenditure budgets for the Town Course for 2020:

	Actual	Budget	Budget		
<i>Revenues</i>	2018	2019	2020	Change	% Change
Green fees	\$ 1,187,084	\$ 1,403,000	\$ 1,332,000	\$ (71,000)	-5.06%
Driving range	\$ 81,994	\$ 100,000	\$ 100,000	\$ -	0.00%
Member fees	\$ 76,173	\$ 75,000	\$ 75,000	\$ -	0.00%
Sale of supplies	\$ 260,746	\$ 229,000	\$ 314,500	\$ 85,500	37.34%
Concessions	\$ 46,623	\$ 45,000	\$ 45,000	\$ -	0.00%
Cart rental	\$ 261,701	\$ 280,000	\$ 292,000	\$ 12,000	4.29%
Misc	\$ 58,634	\$ 10,100	\$ 10,800	\$ 700	6.93%
Total revenues	\$ 1,972,955	\$ 2,142,100	\$ 2,169,300	\$ 27,200	1.27%

	Actual	Budget	Budget		
	2018	2019	2020	Change	% Change
Course Maintenance	\$853,497	\$1,076,033	\$959,648	-\$116,385	-10.82%
Course Admin/Clubhouse	\$935,112	\$882,403	\$906,973	\$24,570	2.78%
Merchandise	\$195,740	\$171,700	\$173,417	\$1,717	1.00%
Debt Service (Carts)	\$18,636	\$105,775	\$108,100	\$2,325	2.20%
Transfers Out/Debt Service	\$0	\$0	\$0	\$0	
Depreciation	\$453,364	\$0	\$0	\$0	
Total Expenses	\$2,456,349	\$2,235,911	\$2,148,138	-\$87,773	-3.93%

Based on this budget, the Chaska Town Course would see an increase in the Fund Balance of \$21,000.

Par 30

For the Par 30 Fund, we are recommending that there be no change in staffing levels for 2020, as we have tried to purposely keep staffing levels as low as possible at our Par 30 Course to keep our expenditures low. From a rate perspective, just like the Chaska Town Course, we are recommending an increase in greens fees in 2020, as we did not end up implementing the increases we had planned for in 2019 due to it being a poor weather year. Just like Staff proposed in 2019, we are recommending that the greens fees increase by \$0.50 per round, which would keep up competitive with our market around Chaska. Specifically, it would keep us lower than Halla Greens in all categories, which is our largest competition.

In 2020, we have continued to budget \$5,000 towards general improvements on the course. The Par 30 will continue to be programming for adult "mini leagues" to provide patrons with a shorter option to the Leagues at the Chaska Town Course. Finally, we will be continuing to work with the Learning Links of Chaska to help implement a redesign/rebuild of the Par 30 to be a fully accessible course. This would be able to move forward in the summer of 2020 if The Learning Links can raise \$750,000 of private donations, and if bids for the project come in close to estimates. Below is the proposed Expenditure and Revenue Budget for the Par 30 for 2020 if The Learning Links Project were to not go forward in 2020:

	Actual	Budget	Budget		
	2018	2019	2020	Change	%Change
Green Fees	\$137,405	\$173,000	\$129,700	-\$43,300	-25.03%
Other Fees	\$16,337	\$16,926	\$14,526	-\$2,400	-14.18%
Total Revenue	\$153,742	\$189,926	\$144,226	-\$45,700	-24.06%
Maintenance	\$110,196	\$110,517	\$105,587	-\$4,930	-4.46%
Administration	\$70,571	\$83,294	\$84,067	\$773	0.93%
Merchandise	\$4,823	\$4,040	\$4,080	\$40	0.99%
Other	\$3,941	\$0	\$0	\$0	0.00%
Transfers Out	\$0	\$0	\$0	\$0	0.00%
Total Expenses	\$189,531	\$197,851	\$193,734	-\$4,117	-2.08%
Net Income (loss)	-\$35,789	-\$7,925	-\$49,508	-\$41,583	

Based on the proposed budget, we would see the Par 30 see a slight decrease this year of \$49,508. The Par 30, based on its limited ability to change rates in this competitive market, will

continue to struggle to break even on operating expenses. That is a major reason the City is interested in partnering with The Learning Links to create a course that is distinguishable from other Executive Courses in the area, opening it up to a much broader market of patrons than any other Executive Course in the State can serve, and helping us broaden our goal of having amenities that are accessible to as wide of an array of people as possible.

Utility Funds

In our Utility Funds (Water, Sewer, Electric and Storm Water) our primary objective of these funds has been to provide reliable and affordable service to our customers, while at the same time making sure that we maintain adequate reserves to fund any capital improvements that are necessary to our system.

For our Water Fund, the trend of Water usage in the community has been trending downward over the past decade. Much of this has to do with improving technology that has reduced overall water consumption, and from our tiered rate structure that has incentivized our residents to utilize less water. We are in the process of completing a water rate analysis that will likely have us shifting our tiers in our rate structure down, as the average usage of water is significantly lower than it used to be. A decade ago, the average water usage was 7,000 gallons per month for a family of 4. It has now gone down to 4,000-5,000 gallons per month. In 2020, we will be doing our normal Well maintenance, as well as designing a small water treatment plant facility that we plan on putting at our Well #7 site (behind Chaska Commons on Hundertmark Boulevard) to meet our future capacity needs. Rates are proposed to go up by 5% for 2020.

In our Sewer fund, we have always seen rates be very similar to other Metropolitan Municipalities, given the fact that every Metro municipality has their sewer treated through Metro Waste. In 2019, Metro Waste's fee to Chaska will increase our fees by 9.9%, based on actual usage of this service in Chaska and the costs to Metro Waste to provide these services. With this cost increasing, and our need to keep up with improvements in our collection system, Staff is recommending a 5.5% increase in our retail rates. At the same time, Staff is also recommending that we continue to implement our Sewer Service Charge, which a recent study determined should be \$8 per month. To continue to implement this, but to also ease our way into full implementation, Staff is recommending that we increase this by \$1 in 2020, bringing us from \$4 per month to \$5. With us not implementing this service fee all at once, it will require us to utilize our reserves to fund these changes until they are fully implemented after 2022. However, once they are fully implemented, we will quickly be able to see our Fund Balance increase in the Sewer Fund, which will be important in the long term.

In Electric, our retail rates have once again been very competitive in 2019, with Chaska Electric being 7% lower than Xcel, and nearly equal to Minnesota Valley Electric Cooperative for residential service. It should be noted that Xcel recently requested a 15.2% increase to the State PUC over the next 3 years, with an immediate interim rate increase of 4.1% on January 1st. Given this, we expect our rates to be competitive compared to the Xcel market going into the future. To keep our rates competitive, but still address our needs in the fund, including our increase in costs of purchased power in 2020 from MMPA, we are recommending a 3.5% retail rate increase for 2020. We will continue to have approximately \$600,000 in Capital Improvement work scheduled in 2020, along with purchase of a replacement bucket truck for \$145,000 which is scheduled for this upcoming year.

Our last utility fund is our Storm Water Utility, which is our newest fund and is meant to handle all the surface water management in the community. It is also meant to help us meet all our Federal, State and Local requirements for Storm Water Management. In 2020, we are recommending an increase of 3.58% to keep up with increasing costs and requirements within this utility. One major cost in this fund for 2020, in addition to normal maintenance work, will be the replacement of the Beech Street Bridge as part of the 2020 Downtown Street Reconstruction Program. Based on rate changes, we would expect to see the fund increase in balance by approximately \$75,000 in 2020.

Based on these changes in each of the utilities, the following is a chart showing the dollar impact on a typical utility user in 2020:

	2019	2020	Increase	Increase
Water	\$21.76	\$22.79	\$1.03	5.00%
Sewer	\$33.12	\$35.73	\$2.61	7.90%
Electric	\$99.24	\$102.71	\$3.47	3.50%
Storm Sewer	\$9.79	\$10.14	\$0.35	3.58%
Total	\$163.91	\$171.37	\$7.46	4.50%

The following are the projected expenditures and revenues for each of these funds:

Water Fund:

Water	Actual	Budget	Budget	
	2018	2019	2020	% Change
Revenues				
Metered	\$2,910,893	\$3,093,380	\$2,956,300	-4.43%
Other	\$29,112	\$33,000	\$30,000	-9.09%
Transfers In	\$466,964	\$596,000	\$485,000	-18.62%
Total	\$3,406,969	\$3,722,380	\$3,471,300	-6.75%
Expenses				
Pumping	\$220,814	\$362,761	\$365,137	0.65%
Treatment	\$294,744	\$267,140	\$269,812	1.00%
Distribution	\$713,927	\$1,149,739	\$866,835	-24.61%
Administration	\$630,930	\$744,779	\$888,971	19.36%
Depreciation	\$791,340	\$0	\$0	0.00%
Debt Service	\$365,159	\$974,920	\$989,531	1.50%
Transfers Out	\$66,500	\$56,000	\$76,000	35.71%
Other	\$533	\$0	\$0	
Total	\$3,083,947	\$3,555,339	\$3,456,286	-2.79%

Sewer Fund:

Sewer	Actual	Budget	Budget	
	2018	2019	2020	% Change
Revenues				
Metered Sales	\$3,812,169	\$4,118,452	\$4,451,852	8%
Other Revenues	\$198,725	\$0	\$0	0%
Total	\$4,010,894	\$4,118,452	\$4,451,852	8%
Expenses				
Pumping	\$82,681	\$48,571	\$49,056	1%
Treatment	\$2,308,938	\$2,433,857	\$2,675,539	10%
Collection	\$592,018	\$634,293	\$744,711	17%
Administration	\$626,882	\$737,933	\$878,519	19%
Transfers Out	\$126,500	\$116,000	\$116,000	0%
Depreciation	\$112,330	\$0	\$0	0%
Debt Service	\$80,267	\$216,134	\$219,036	0%
Other	\$0	\$0	\$0	
Total	\$3,929,616	\$4,186,788	\$4,682,861	12%

Electric Fund:

	Actual	Budget	Budget		
	2018	2019	2020	Change	% Change
Electric Sales	\$41,627,815	\$37,323,400	\$39,750,500	\$2,427,100	6.50%
Other Revenue	\$89,564	\$12,000	\$12,000	\$0	0.00%
Total Revenue	\$41,717,379	\$37,335,400	\$39,762,500	\$2,427,100	6.50%

	Actual	Budget	Budget		
	2018	2019	2020	Change	% Change
Purchased Power	\$28,654,423	\$25,055,000	\$25,991,000	\$936,000	3.74%
Trans/Distribution	\$1,670,302	\$2,626,451	\$2,964,193	\$337,742	12.86%
Load Conservation	\$555,060	\$681,434	\$663,974	-\$17,460	-2.56%
Admin System	\$2,255,727	\$2,977,844	\$3,099,452	\$121,608	4.08%
Admin Billing	\$457,036	\$394,093	\$418,255	\$24,162	6.13%
Franchise Fee	\$3,820,670	\$3,899,000	\$3,998,000	\$99,000	2.54%
Depreciation	\$1,131,126	\$0	\$0	\$0	0.00%
Debt Service	\$361,432	\$833,814	\$827,214	-\$6,600	-0.79%
Transfer	\$1,375,175	\$1,672,000	\$1,786,000	\$114,000	6.82%
Other	-\$678,332	\$0	\$0	\$0	0.00%
Total	\$39,602,619	\$38,139,636	\$39,748,088	\$1,608,452	4.22%

Storm Water Fund:

	2018	2019	2020		
Revenues	Actual	Budget	Budget	Change	% Change
Storm Water Fees	\$1,577,415	\$1,670,900	\$1,755,200	\$84,300	4.80%
Other	\$228,742	\$207,768	\$206,186	-\$1,582	-0.77%
Total	\$1,806,157	\$1,878,668	\$1,961,386	\$82,718	4.22%
Expenditures					
Transfer Out	\$200,400	\$200,000	\$223,000	\$23,000	10.31%
Transmission/Distribution	\$387,830	\$969,730	\$839,464	-\$130,266	-15.52%
Administration	\$321,389	\$328,906	\$573,326	\$244,420	42.63%
Utility Billing	\$49,774	\$23,187	\$23,420	\$233	0.99%
Capital Outlay	\$0	\$0	\$0	\$0	0.00%
Depreciation	\$172,867	\$30,000	\$30,000	\$0	0.00%
Debt Service Support	\$62,586	\$194,522	\$196,197	\$1,675	0.85%
Other	\$144,967	\$194,522	\$0	-\$194,522	
Total	\$1,277,227	\$1,746,345	\$1,885,407	\$139,062	7.38%

Chaska Curling and Event Center

Finally, our newest fund is the Chaska Curling and Event Center. This Fund represents just the building components of the Firemen's Park Redevelopment project, and functionally includes the 300 seat Event Center facility, the Crooked Pint Restaurant and the Curling Center.

Our first year of operation was very successful, and beyond the initial financial expectations we had for the facility. 2017 continued to operate at a similar level, and 2018 was successful as well. 2019 continued to have operations meeting our expectations for the facility. The Curling Facility itself has 974 members currently, which is very similar to where we were last year, with 78% being non-residents. This non-resident mix helps us meet our goal of using this facility to help drive people from other communities into Downtown Chaska on a regular basis. The Crooked Pint restaurant continues to do well, paying its lease through a share of its gross revenue generated on the property, and the Event Center hosting major events most every weekend, including Weddings, Class Reunions and banquets.

We currently have 5 full time staff with the building, along with several part-time employees. The latest addition was a Facility Coordinator position which has helped us Staff this space adequately in non-business hours. With our facility being open many more hours of the day than just typical business hours, we have found that to create consistency for member experience at all times, and to always have a "Person in Charge" of the entire facility at all times. The Curling facility also recently renewed its status as the National Training Center for High Performance Curlers through 2022, which means that we will have the curlers using our facility through the next Winter Olympic cycle.

Below are the proposed expenditures and revenues for the CEC for 2020:

Revenues	Actual 2018	Budget 2019	Budget 2020	Change	%Change
Event Center Rental	\$111,744	\$148,000	\$152,440	\$4,440	3.00%
Curling Center Leagues/Memberships	\$472,590	\$461,158	\$493,581	\$32,423	7.03%
Corporate Curling Events	\$252,378	\$218,000	\$218,000	\$0	0.00%
Restaurant Lease	\$431,957	\$428,000	\$411,080	-\$16,940	-3.95%
Community Fund Transfer (Debt)	\$1,594,230	\$1,590,287	\$1,587,477	-\$2,810	-0.18%
Other Revenue	-\$42,764	-\$11,900	-\$11,800	\$100	
Total Operating Revenues	\$2,820,135	\$2,833,545	\$2,850,758	\$17,213	0.61%

Expenditures	Actual 2018	Budget 2019	Budget 2020	Change	% Change
Administration/General Facilities	\$782,830	\$565,755	\$700,142	\$134,387	23.75%
Event Center	\$120,339	\$134,308	\$143,834	\$9,528	7.09%
Curling Center	\$489,340	\$484,448	\$359,067	-\$125,381	-25.88%
Crooked Pint	\$63,830	\$58,304	\$53,326	-\$4,978	-8.54%
Other	\$41,087	\$0	\$5,000	\$5,000	
Depreciation	\$628,588	\$0	\$0	\$0	
Debt Service	\$510,483	\$1,590,287	\$1,587,477	-\$2,810	-0.18%
Total Operating Expenses	\$2,836,297	\$2,833,100	\$2,848,846	\$15,746	0.56%

Final Recommendations

Based on the above report, Staff is recommending the approval of the proposed 2020 General Fund and Enterprise Fund Budgets, as well as approving the final operational tax levy for 2020 at \$10,516,132 for the General Fund, Mt. Pleasant Cemetery, EDA, Tax Abatement and the Equipment Acquisition Fund, which is an increase of 8.4% from the 2019 tax levy. The tax abatement portion of this levy we recommend approving is 235,703 for our assistance in the West Creek Corporate Center Development and 212 Medical Center.

COUNCIL ACTION REQUESTED

Motion to approve Resolution No. 2019-131 setting the 2020 property tax levy and establishing the 2020 budget for the General and Enterprise Fund Budgets.

City of Chaska 2020 Budget



2020 Annual Budget

To the Citizens of Chaska, Honorable Mayor, and Chaska City Council:

Submitted for your review is the proposed 2020 Annual Budget for the City of Chaska, along with a review of major issues and opportunities relating to the City's general operations. The budget, as proposed, I believe meets the needs for continuing to provide excellent municipal services, while at the same time meeting the City's objectives that we have established during the budgeting process. This proposed budget also works to address an issue that was identified in a Staffing Study completed for the City of Chaska in 2019, which identifies a gap of 16 employees needed to sustainably provide our services at the levels in which our residents have come to expect. It also addresses an identified gap in building maintenance activities within the City. The proposed budget identifies a plan in which this gap can be filled over the next 4-years, with the initial stages of this implementation to start in 2020.

2020 Revenue Discussion

While we have seen increases in market values since 2014, 2016 was the first year we saw all the valuation lost during the "Great Recession" recovered in the community. As we go into 2020, we will once again see our valuations in the community continue to rise, but at a much more sustainable level than we saw during the economic boom period in the early-to-mid part of last decade. From 2008-2013, Chaska saw an average annual decrease in property values of over 6%, before seeing a 5.24% increase in 2014, a 12.24% increase of property values in 2015, an 8.21% increase in 2016, a 3.18% increase in 2017, a 7.85% increase in 2018, and a 5.72% increase in 2019.

For taxes payable 2020, we are seeing a 9.14% increase in our community's taxable market value, which provides a very healthy increase in our community's tax capacity, with it growing by 9.7%. The full recovery of taxable market values in the community took a full decade to recover, which illustrates how deeply property values were affected during the last recession. With property taxes tied directly to housing values, this had a direct impact on the revenue we were able to generate during this time period. With Chaska now experience sustainable growth levels, we do conservatively project to see a 2% increase in market values each of the next 5-years, although we have experienced an average annual increase in taxable market values of 5.46% over the past 5 years.

As we look at 2020, we continue to see a positive trend occurring in the market, as we continue to see both commercial and industrial economic development activity occurring and planned for in the community, while also seeing our residential development continue to move forward in a positive, but measured, direction. This development activity has continued to have a positive impact on the Electric Franchise Fee to the General Fund. It has also helped increase new market values in the community, in which we have been able to derive additional tax resources to support our service levels without having a significant impact on existing properties in the community.

As the 2020 budget was put together, there were five major budget environmental factors we needed to consider, as it related to revenues:

- Market Values across the community increased by an average of 9.14%. This will bring our overall property values in the community to \$3.2 billion, the highest level in our community's history. 1.35% of this change came from new construction, with the rest being increased values on existing properties
- Based on the State formula, the City is no longer going to receive Local Government Aid to help reduce our tax levy needed. The amount we are projected to receive in 2020 will be \$14,171. It should be noted that in 2018, we did recapture half of the \$250,000 we received in 2017 from LGA. We have retained that amount in this proposed budget
- Residential and Commercial building permits in 2018 and 2019 were strong, but not as strong as they were in 2017. Much of this has to do with us running out of room for additional Commercial/Industrial development and expansions. Because of that, we have reduced the amount we are budgeting towards Building Permit revenue by over \$300,000 in 2020. We do expect to see that increase once we have the new Industrial Park opened at the County Road 44/212 Interchange, which will once again open up opportunities for C/I development that we are running out of space for in the remainder of the community.
- We are continuing to see an increase in population, with a steady increase in the number of residential units being built in the community. We expect the population in Chaska to be just over 27,000 in 2020.
- Our Electric Revenue has continued to increase significantly, as we have seen a significant amount of Economic Development activity occur in the last five years, including Data Center development and additions to existing industrial businesses, driving up this usage. This has had a positive impact on the Electric Franchise Fee coming back to our General Fund
- We expect to see a good balance of residential, commercial and industrial development occur in the City, especially now that the interchange is open at Highways 44/212 and additional property is becoming available for development.

During the recession period from 2008-2013, in order to navigate the financial impacts to our revenue collection to support our budgeted activities, the City needed to defer many planned expenditures as a strategy to balance the budget. With growth in the economy over the past 5 years, the City was once again able to look at some of those areas we had to defer in the past, which we feel will be critical to meet our budgeting objectives over the next 5 years.

This renewed emphasis on reinvestment back into our existing infrastructure started through the establishment of our Capital Improvement Program. The CIP focused on how to properly maintain the assets in which we have already invested and have a responsibility to keep in good condition moving into the future. In 2014 we started investment into this program, with a 4-year plan for how to fully fund these needs. This 4-year plan increased revenue in the General Fund to support a \$1 million gap, with the

final \$250,000 of this being incorporated into the 2017 budget. With this program now fully funded, we have been able to move forward in making the proper reinvestment back into our existing General Fund Assets, such as roads, trails and parks.

In the 2020 budget, we are now turning our attention to addressing the gaps we have had in our staffing levels across the City in past years needed to sustainably meet our service level expectations. Following direction from the City Council in the 2017 Council/Department Head Retreat, focus was put on having our Financial Advisors at Baker Tilly complete a Staffing Study looking not only at what staff we need to plan on going into the future to keep up with our service level demands in a growing community, but also on any gaps we currently have in being able to sustainably meet our service level expectations in the current environment. Based on this study, we were able to determine that we are currently 15.8 employees short in being able to meet our current service needs, but that once we fill this gap, we could expect that we will need an additional 57 employees City-wide to meet our staffing needs when our community is fully developed in the next 20 years. This budget document will focus on the plan we have developed for filling our existing staffing gap over a 4-year period, and what that means for an addition to our tax levy to be able to fill this gap.

This document will also discuss the continued use of our tax levy establishment policy which the Council adopted during our 2014 budgeting process. Our current policy focusses on what the actual driving factors are in setting our tax levy, including actual new growth in our population and inflationary factors, instead of focusing solely on keeping a constant tax rate, which was a past policy direction the City utilized. In this respect we feel that any new increases in tax resources are directly tied to the increased costs we will have to support the level of services we currently provide in the community. This policy also allows us to capture the resources of any new development in the community to make sure all new homes are contributing their "fair share" to support our General Fund services. Capturing this new value has no impact on the taxes paid by existing residences.

Staff feels that this budget document continues to move forward in taking a more comprehensive look at not just our current operations, but also the future costs of properly maintaining our assets through our CIP Program. We also think this document starts the process of making sure that we are staffing at proper levels to be able to sustainably meet our service level expectations. We also think that it creates a logical nexus between how we set our tax levy and what actual changes we see in the community that cause us to increase the resources we need to meet one of our primary service objectives. The only addition to the tax levy beyond this would be if there was an addition to our service levels in the community, with any increase directly related to the cost of providing this new service.

Budget Objectives

As with all our budgeting processes, the first place that we start is by establishing the objectives we are trying to accomplish in setting our budget for the upcoming year. Below is the list of those objectives that were used in both the 5-year financial forecast

process this year, and the goals that were used in the establishing the proposed 2020 budget you see before you now:

- 1) Support budgeting programs that help Chaska strengthen its mission of being "The Best Small Town in Minnesota"*
- 2) Maintain existing high-quality service levels, funding new programs only after our existing, necessary programs are funded*
- 3) Limit tax levy growth to capture only new growth and inflation*
- 4) Fully fund scheduled maintenance and replacement of equipment/property*
- 5) Increase levy additionally only if new service levels or assets are being added*
- 6) Budget utilizing a plan that avoids draw-down of the City's General Fund reserve*
- 7) Fully levy to support our adopted Street Reconstruction Program*
- 8) Develop a budget plan that is sustainable from a resource perspective to support the service levels residents expect*

The newest objective on this list is the last one, in which we discuss the importance of resourcing our organization at a level that can sustain the service levels our residents have come to expect. Over the past two years, the City Council has discussed some of the biggest financial challenges the City will face over the next several years, with one of our biggest challenges being able to keep our service levels constant if we do not put sustainable levels of resources to support them.

In the past, the City of Chaska has been very "lean" when it has come to resources used to support the high level of services we provide in the community. As the community grows, and assets such as our facilities get older, these levels of resources will not be sustainable to keep our service levels constant. This is especially true when it comes to the Staffing levels throughout the organization, and the dollars and staffing resources allocated towards maintaining our aging facilities. Over the past year, the City's financial advisor, Baker Tilly, worked to help complete a staffing study that focused on the services we currently provide and whether we have enough staff to provide these services. They also looked at what staffing we would need to focus on adding in the future to keep up with growth, and service areas we may be missing that will have long-term impacts on the organization.

From their study, there were three general findings that stood out. First, the organization is currently understaffed by 16 employees to sustainably provide the services we already provide. Second, it found that we have a major gap in our organization, with us not having a building maintenance staffing adequate to service our many facilities. This was especially found to be an issue with the age of our facilities. Finally, the study found that we would need to grow our organization by approximately 57 employees by the time the City is fully developed, just to continue to provide the services we already provide in a growing community.

From this study, the budget for 2020 puts a priority on addressing the first two issues, which would be filling the existing staffing gap that was identified and resourcing ourselves at a level where we can properly maintain the buildings we have, especially as they age. From a financial perspective, to fill both the current gap of 16 employees and budget for building maintenance would require adding \$2 million to our operational

budget-\$1.5 million for additional staffing and \$500,000 towards an annual building maintenance budget. Just as when we implemented our CIP Program, and addressed the \$1 million gap we had to properly fund that program, Staff is recommending in this budget that we address filling this gap over a 4-year period. This would have us addressing \$500,000 of the existing gap each year, until we have the \$2 million gap filled in 2023. Staff did identify that out of this \$2 million gap, that \$500,000 should be supported from our Enterprise Funds, with \$1.5 million being through additional tax levy. With this being implemented over a 4-year period, this would have us increasing our Tax Levy by an additional \$375,000 each year through 2023 to fill this gap, over and above our standard tax levy policy addressing new growth and inflation.

Based on starting to address our Staffing Gap Analysis and Building Maintenance needs as described above, and utilizing our normal tax levy policy for addressing new growth and inflation, Staff is recommending a 4.35% increase in our operational tax levy for 2020 to address the 1.35% new market growth in the community and the 3% for inflationary factors. In addition to this, Staff is also recommending raising the tax levy be raised an additional 4.05% to implement the first of our 4-year plan (\$375,000) to help eliminate our current Staffing gap and identified building maintenance needs. Implementing both would require a total increase of 8.4% to our General Fund, which would allow us to decrease our tax rate, as we saw a 9.7% increase in tax capacity within the community.

Tax Levy Establishment Policy

For nearly 30 years, the City of Chaska had a policy of establishing our annual tax levy based on keeping a constant tax rate. Based on this policy, the tax levy would go up by the amount of increase we saw annually in our tax capacity within the City, which is directly related to the amount of market value growth we saw in the City. For instance, if market values (and hence tax capacity) increased in the community by 9.7% (as it will in 2020), the levy could also increase by 9.7% and have no impact on the tax rate in the community. This would mean that if someone's property did not change in taxable market value from one year to the next, that their City taxes would not see any increase. Based on the 8.4% increase in tax levy proposed for 2020, and the tax capacity going up 9.7%, this means that the tax rate will go down by 1.59% in 2020. This means that if a property saw no increase in their property values for 2020, that their taxes would go down by 1.59%.

While the constant tax rate policy worked very well for several years, over the past decade we did start to experience some of the practical limitations of this policy. The first practical issue experienced is that not all market value increase is associated with the construction of new buildings. Some of the market value increase also occurs on existing properties as we experience inflationary growth from one year to the next. While the tax rate would not change, a resident's taxes would not change only if their values stayed the same. This often was not the practical reality, as we saw a significant amount of property value growth in existing properties from 2000-2008.

The other issue that we experienced from 2010-2013 was the impact of decreasing market values in the community. As with increasing market values, the same can be said for decreasing market values when trying to keep a constant tax rate. If the

market values go down, the tax levy also needs to decrease accordingly to keep the tax rate constant. With an objective of keeping our service levels constant, this was a significant issue the City faced when market values did start to decline. This led to the City modifying its tax levy policy to state that the tax levy would be set to keep the tax rate constant, unless that forced the actual levy to decrease, in which case the tax levy would stay the same. This change was made based on the notion that while property values decreased, the cost for providing these services does not decrease unless a community is willing to reduce the amount of services it provides. Based on this change, and the decrease in market values in 2010-2013, the City of Chaska's tax levy saw a 0% increase during each of those 4 years, staying at an amount of \$4,880,354.

Finally, the final practical reality is that if the tax levy change is only tied to the changes in market values, and a large portion of this market value change is in existing properties, this does not really tie the tax levy increases directly to a need for additional levy. Theoretically, it does not cost the City more to provide services for a residence that is already existing, except for our actual inflationary increases in costs from year to year for supplies and labor. Our costs only increase by the amount of new growth that occurs in the community. By focusing only on new growth and our inflationary increase in costs, we are more truly representing the need we have for additional resources to support the services we already provide.

It was during the 2014 budgetary process that Staff recommended we make a permanent change to our tax levy establishment policy to learn from the issues we experienced during the Great Recession. The tax levy policy established in 2014 focuses specifically on looking at the two items that create pressure on our General Fund, if an objective is to keep a constant level of services in the community:

- New construction in the community
- Inflationary increases in the market.

If the City desires to keep service levels constant, it costs more money to provide the same services to new users in the community. Also, market inflationary increases impact the cost of providing our services, regardless if we make any changes in service levels or not. In order to make sure we take these issues into account, our new tax levy policy states that we would set our increase in operational levy based on the percentage market value attributed to new growth, in addition to whatever the inflation rate is running in any given year. In that way, we are able to make sure that all new users are paying their fair share of service costs in the community, and that we take into account that costs go up on an annual basis because of inflation, no matter what policy decisions we make.

The new policy goes on to state that we would only increase the levy beyond this point if we were adding new services, and that the actual cost of providing those new services would determine the amount of additional increase we would need in the tax levy. In the case of the 2020 budget, we are recommending levying an additional \$375,000 to start implementing the first of 4-years of addressing our existing Staffing gap and our building maintenance needs.

Key Factors in Revenue Forecast

Key factors which impact both the cost of providing services and the City's revenue resources are changes in Chaska's population and households. As the number of households in the community increases, there are increased demands for street maintenance, snow plowing, park usage, recreation, police calls, utility bills, etc. Population and household levels also impact expected revenues from utilities, building permits and property tax levies.

A significant trend that occurred in the early part of the past decade was the increased rate of residential development in the City. In the 1990s, Chaska's residential development remained relatively stable, with an average of 200 new living units per year.

During the 1990s, Chaska's population increased from 11,339 to 17,450. From 2001 to 2005, in excess of 2400 new living units were approved within new residential subdivisions. In addition, the type of developer shifted from local developers to large national firms. As a result of both increased demand and supply of residential dwellings, a significant increase in new residential dwelling construction activity occurred in the 2003-2005 time period. This large amount of growth resulted in a 35% increase in our population from 2000-2010, with our official population being 23,770. This compares to the 8% average increase in population that was experienced across the rest of the Twin Cities Metropolitan Area during the same time period, making Chaska and the Southwest Metro Area one of the fastest growing areas in the entire Twin Cities. This growth resulted in an increase demand for services, and hence an increase in revenue necessary to provide the same level of services in the future to our residents.

From 2008-2013 however, residential development in the metro area decreased significantly as a result of both over-building and a general downturn in the economy. At the same time, the supply of new available lots within the Chaska area decreased, resulting in a significant downturn in building activity. This resulted in a period of very stagnant residential growth from 2008-early 2012.

As was mentioned earlier, this downward trend reversed itself in late 2012, and stabilized, with several new residential developments approved over the past 7 years. Starting in 2013, this included the approvals for several new residential subdivisions both on the north end of Chaska, and in the Southwest quadrant of the community. We also saw very robust growth in our Commercial/Industrial properties, with the addition of the 212 Medical Center, several Data Centers, commercial additions in Hazeltine Plaza, and the expansion of buildings in our existing Industrial Parks. Over this past year, we have seen this C/I development trend continue, with the completion of the new Formacoat building on the old Chaska Building Center site, Dunkin Donuts/Multi-Tenant commercial on the former Hot Spot site, and Aldi/Chipotle/Starbucks in the Hazeltine Plaza development. We also saw the opening of the Jonathan Flats apartment building adjacent to the Dairy Queen in the Jonathan Square development. We expect to see this level of development activity continue into the 2020 budget year, including the expected addition of 120 new residential properties in the community, as well as some new C/I projects and expansions in our existing

Industrial Parks. Below is a chart illustrating past population growth and the growth Staff anticipates over the 5-year period.

Year	# of Housholds	# of New	Est. Pop.
2000	6,979	445	17,449
2001	7,394	415	17,746
2002	7,909	515	18,982
2003	8,378	469	20,107
2004	8,854	476	21,250
2005	9,122	268	21,893
2006	9,323	201	22,375
2007	9,553	230	22,927
2008	9,743	190	23,383
2009	9,767	24	23,441
2010	9,832	65	23,652
2011	9,907	75	23,777
2012	10,039	132	24,094
2013	10,173	134	24,415
2014	10,373	200	25,270
2015	10,523	150	25,255
2016	10,673	150	25,652
2017	10,823	150	25,975
2018	10,973	150	26,335
2019	11,123	150	26,695
2020	11,243	120	26,983
2021	11,363	120	27,271
2022	11,513	150	27,631
2023	11,663	150	27,991
2024	11,813	150	28,351

An analysis of General Fund revenues by major fund source:

Total revenues anticipated to fund the 2020 General Fund operating budget are \$19,009,708 which is an increase of 12.2% from the 2019 budget of \$16,939,617. As a note, this total revenue includes a shifting of \$355,000 existing in the EDA Fund over to the General Fund. This is a net neutral change to the budget as we saw an equal decrease of levy in the EDA Fund along with the increase we saw in the General Fund. Taking this into account, the operational increase in revenues for the 2020 budget is a 10.1% increase.

The majority of the increase in revenues is coming from our growing Electric Franchise Fee, as well as Administrative Charges to other funds to accommodate both the changes we are making in implementing our Staff Study, and to make sure that we are properly charging our Enterprise Funds for services provided out of the General Fund., In addition to this, our tax levy policy would have us plan to increase our operating tax levy revenues by 4.35%, for operational expenses based on our tax levy policy that captures new growth (1.35%) and inflation to expenditures (3%). In addition to this, our tax levy policy only adds onto this percentage if a new service is being added. The new program to start funding this year would be moving forward with the first of four years of filling the positions identified as missing in our Staffing Study analysis and starting to fill the gap in our building maintenance activities. The additional tax revenue

needed to support this effort would be 4.05% (\$375,000), bringing the total tax levy increase to 8.4%.

In addition to this, our other main source of income in our General Fund is our Electric and Gas Franchise Fees at over \$4.4 million, our permit and fee revenue at \$958,500 and the Administrative Fees of \$3,994,078 we charge our Enterprise Funds to provide Administrative Services to other departments in the City. The chart below shows a summary of revenues for the 2020 budget year:

General Fund Revenues					
	2018	2019	2020		
	Actual	Budget	Budget	Increase	%Increase
Property Tax	\$5,398,615	\$5,700,506	\$6,926,682	\$1,226,176	21.5%
Elec/GasFranchise Fees	4,270,125	4,396,400	4,458,000	\$61,600	1.4%
Other Franchise Fees	306,860	315,000	315,000	\$0	0.0%
License and Permits	864,536	1,348,495	958,500	(\$389,995)	-28.9%
Other Revenues	2,287,185	2,064,139	2,357,448	\$293,309	14.2%
Admin Charges to Funds	2,830,048	3,115,077	3,994,078	\$879,001	28.2%
Total Revenue	\$15,957,369	\$16,939,617	\$19,009,708	\$2,070,091	12.2%

*There is an existing \$355,000 transferred from the EDA into the General Fund for 2020. This gain in the General Fund is offset by the reduction in the EDA, meaning there is no net impact of this move to the taxpayer. The percent change in the operational budget taking into consideration this \$355,000 shift is 10.1%.

Capital Improvement Program

With our Capital Improvement Program being fully funded after the 2017 budget, the 2020 budget document does show the continued implementation of our Capital Improvement Program. A main objective of this program is to make sure that we have the proper resources in place to fund the necessary replacement and maintenance of the assets we have already invested into. As mentioned previously, we did increase our levy by \$1,000,000 over a 4-year period between 2014-2017 to fill the gap of resources needed to fully implement this plan.

As we build and bring on new assets into our community, a critical function we have as a local government unit is to plan for the proper maintenance and replacement of these assets, so we always keep them in good working order. Just as we would individually with our own home, the City has the responsibility to be good stewards of our resources and make sure our assets are as good for future generations as they are for us now. If we do not do this, these costs will be passed to future generations who will have to invest more to replace the assets that are lost. This is truly an issue of equity from one generation to the next, making sure we each take on responsibility in asset maintenance.

With the CIP gap now being fully funded, 2020 will bring several rehabilitation projects to the table, including:

- Street Overlay: \$375,000 (Christian/Manuela Drives)
- Sealcoat: \$60,000
- Trail Upgrade/Overlay: \$60,000
- New Pedestrian Bridge on the Main Ravine Trail: \$70,000
- Sports Court Resurfacing: \$70,000
- Siren #6 Replacement: \$25,000
- Fire Station Sidewalk Replacement: \$50,000
- Cortina Woods Park Rehab: \$135,000
- Clover Hockey Rink Rehab: \$70,000
- Brickyard Lake Pier Rehab: \$40,000
- MSB Annual Door/Hoist Maintenance Program: \$45,000

Each of these projects will help make sure our assets stay in great shape as we move into the future, and that we treat each of our assets as a true investment into the community.

Staffing Gap Analysis/Building Maintenance

As mentioned previously, based on the results of our Staffing Analysis, we did determine that we were 16 employees short to meet our current service levels, and that we had a missing component in our current organization of proper resources and staff dedicated towards Building Maintenance, which is especially important with our aging facilities. The gap identified was \$2 million, with \$1.5 million being attributed towards tax levy resources and \$500,000 being attributed toward Enterprise Fund resources. Based on the recommended 4-year implementation of this plan to address these needs, this would have \$500,000 of additional resources added in 2020, with \$375,000 coming from additional tax levy and \$125,000 coming from Enterprise Fund Resources. The first year of the plan would include addressing these specific areas:

2020 Staffing Study Implementation Plan:

- Building Maintenance Foreman: \$105,000
- Building Maintenance Worker: \$90,000
- Building Maintenance Worker: \$90,000
- Water/Sewer Maintenance Worker: \$90,000
- Allocation to Building Maintenance Budget: \$125,000

Each of these positions will help to make our service delivery more sustainable over time, and address a major gap in our current services, which is having adequate resources to maintain our City facilities in the community.

Property Taxes:

For 2020 the General Fund budget requires a total levy of \$10,516,132. This represents an increase of 8.4% from the 2019 General Fund tax levy, the EDA Levy and our annual Tax Abatement Levy. This General Fund levy is made up of 4.35% to support the

Operating levy (3% for inflation and 1.35% for new growth in the community), in addition to an additional \$375,000 (4.05%) that is dedicated towards the first year of addressing our Staffing Gap Study. In addition to this, the total amount of levy would include bringing over \$355,000 of the existing EDA levy being transferred into the General Fund. This was EDA levy that was first put in place in 2016 to address a portion of the Park Rehabilitation of Firemen's Park. This does not affect the overall percentage increase of total tax levy for 2020, as it is simply moving existing dollars from the EDA into the City's General Fund. This helps match up more closely to where the expenses are incurred for debt service on the Park. It should be noted that a portion of our total levy goes towards our General Fund Budget, with the remaining going towards our Equipment Acquisition Fund and debt service for our current Downtown Street Reconstruction Program.

It should also be noted that out of this total tax levy amount, \$235,703 represents a levy for tax abatement assistance provided in the past. This additional amount represents the 8th year of tax abatement that was provided to the West Creek Corporate Center Development for development of infrastructure to support this new industrial park. While we are required to officially levy this assistance, the City is a "pass-through" for these funds, with the same amount coming in from this project that goes out for the tax abatement assistance. It does not have an effect on other taxpayers in the community.

Beyond the General Fund Levy, the Chaska Economic Development Authority also has a \$165,747 levy. Last year this levy was \$498,843. As mentioned previously, this levy was reduced this year in the amount of \$355,000, as these dollars were shifted into the General Fund as they go to support debt that is paid out of the General Fund. The amount levied for 2020 in the EDA Fund of \$165,747 represents the dollars supporting the operations of our Economic Development Activity.

In summary, the total levy will include:

- Continuation of dollars added in 2010 to re-institute the Street Reconstruction Program
- \$9,739,682 being levied to support General Fund Operations, a portion of Street Reconstruction Debt Service, Mt. Pleasant Cemetery, and existing Equipment Acquisition Fund needs
- \$375,000 of additional levy to fund the first year of our Staffing Study recommendations
- Continuation of the fully implemented Capital Improvement Program
- \$165,747 being levied in the Economic Development Authority Fund for operations
- 235,703 in tax abatement that is generated from the new West Creek Corporate Center Development, 212 Medical Center and Exactec.

The following table summarizes Chaska's actual tax levies (General Levy, EDA, Tax Abatement and Mount Pleasant Cemetery for 2017, 2018 and 2019, along with the proposed 2020 levy:

	2017	2018	2019	2020	Increase	%
General/Equipment Acquisition/EDA/Tax Abatement	\$ 8,390,406	\$ 9,051,345	\$ 9,694,654	\$ 10,510,132	\$ 815,478	8.4%
Mt Pleasant	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0.0%
Total Operating and Special Levy	\$ 8,396,406	\$ 9,057,345	\$ 9,700,654	\$ 10,516,132	\$ 815,478	8.4%

Impact of Tax Levy on Property Owners

To understand the impact of the tax levy on individual taxpayers, three factors must be analyzed:

- Market Value Changes
- Any changes in the Tax Capacity Formulas Established by the State
- The City's Tax Levy

Overall, Chaska's market values, excluding tax-exempt property, increased by \$229,174,900 to \$3,263,191,300, an overall increase of 9.14%. The largest percentage increase that we saw in 2019 was in Apartment properties, with a 15.56% overall increase. 2.70% of that came from new construction of residential units in the community. The other major area of increase we saw was in residential properties, with a 9.09% increase in market values. 1.31% of that growth came from new construction, meaning that most of the increase we are seeing in residential valuation is coming from existing homes. Commercial/Industrial properties also had an increase, with the overall increase in this type of property being at 7.52%. New construction accounted for only 1.25% of this change, with the remainder of the change coming from increases in property values to existing C/I properties. Below is a summary of the Market Values for taxes payable 2020 (assessed 2019) as established by the County Assessor's office:

Chaska 2019 Assessment					
	Residential	Commercial/Industrial	Apartment	Ag	Total
2019 EMV	\$2,446,190,300	\$514,645,800	\$209,915,900	\$92,439,300	\$3,263,191,300
2018 EMV	\$2,242,300,300	\$478,652,800	\$181,658,300	\$87,335,900	\$2,989,947,300
Total Value Change	\$203,890,000	\$35,993,000	\$28,257,600	\$5,103,400	\$273,244,000
New Construction	\$31,983,400	\$6,418,100	\$5,667,600	\$0	\$44,069,100
Market Change	\$171,906,600	\$29,574,900	\$22,590,000	\$5,103,400	\$229,174,900
% New Construction	1.31%	1.25%	2.70%	0.00%	1.35%
% Market Change	7.67%	6.18%	12.44%	5.84%	7.66%
2018 Total % Increase	9.09%	7.52%	15.56%	5.84%	9.14%

Using the 2019 market values and the classification formulas established by the State, the County Auditor has calculated Chaska's 2019 (for taxes payable 2020) gross tax capacity to be \$37,128,910, an increase of 9.4%. To calculate the net tax capacity used for determining Chaska's tax rate, a reduction must be made for captured tax increment and fiscal disparity contributions. Our current captured TIF value is \$1,209,495 with Chaska's fiscal disparities contribution for 2020 being \$3,698,513 resulting in a net tax capacity of \$32,220,902, an increase of 9.7%.

	2019		2020		Increase	%
Gross Tax Capacity	\$	33,943,249	\$	37,128,910	\$ 3,185,661	9.4%
TIF	\$	(1,052,097)	\$	(1,209,495)	\$ (157,398)	
Fiscal Disparities	\$	(3,523,591)	\$	(3,698,513)	\$ (174,922)	
Other	\$	-			\$ -	
Net tax capacity	\$	29,367,561	\$	32,220,902	\$ 2,853,341	9.7%

Based on these estimates, Carver County has estimated Chaska's 2020 General Fund tax rate to be 28.711%. This is a decrease of 1.59% from 2019, where we had a tax rate of 29.174%. With the median value of home going up from \$260,200 to \$288,900 in the community (11.03%), this would bring the average valued home's City taxes from \$759 in 2019 to \$829 in 2020, or an increase of \$70 for the year. As always, the actual amount of impact is completely dependent on the actual market value change experienced on that property over the past year.

While Chaska's General Fund operational tax levy will go up in 2020, Chaska will continue to maintain one of the lowest City tax levies per capita of any City in the metropolitan area, ranking seventh lowest in the entire Metro Area. It also remains the lowest tax levy per capita of any City in Carver County as well.

A major concern of property taxpayers is the level of property taxes necessary to fund City services. In considering property taxes in Chaska, three points should be highlighted. First, property taxes account for just 45% of Chaska's general fund operating revenues. Secondly, Chaska has always ranked extremely low amongst other metropolitan cities when it comes to total City property tax levels. In the latest Department of Revenue Survey looking at 2018 City tax data (the latest data that the MN Department of Revenue has released), out of 87 local units of government looked at in the metropolitan area, Chaska ranked 81st lowest in City taxes per capita. This is comparing our data assuming our increase for 2020 and comparing it to other community's' 2018 data. In this sense, Chaska has continued to perform very well when comparing our City property tax level compared to all of communities in the metropolitan area. It has allowed the City to keep a competitive edge when it relates to other municipalities in the metropolitan area and Carver County.

	<u>City</u>	<u>2018 Payable Levy</u>	<u>Population</u>	<u>Levy Per Capita</u>
1	Oak Park Heights	5,328,501	4,918	\$1,083
2	Golden Valley	22,420,742	21,520	\$1,042
3	Wayzata	4,683,662	4,586	\$1,021
4	Minneapolis	328,908,000	422,331	\$779
5	Hopkins	14,221,880	18,678	\$761
6	Mendota Heights	8,591,146	11,343	\$757
7	St. Anthony Village	6,687,477	9,077	\$737
8	Columbus	2,960,502	4,065	\$728
9	West St. Paul	14,344,671	19,767	\$726
10	Tonka Bay	1,122,322	1,561	\$719

68	Chanhasen	10,913,868	25,558	\$427
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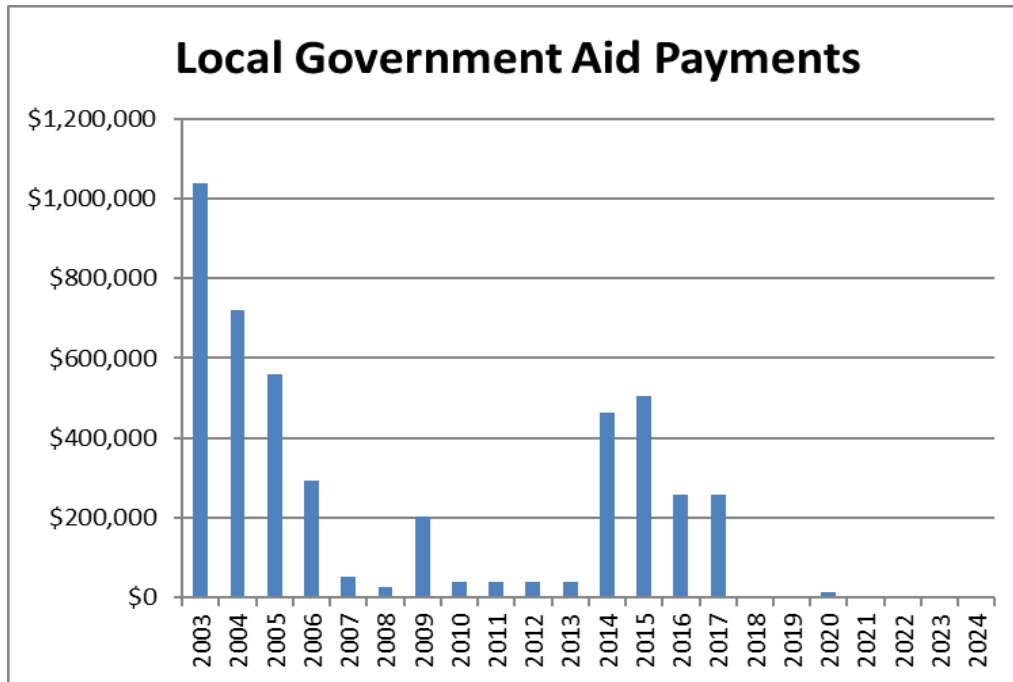
78	New Brighton	8,661,170	22,787	\$380
79	Mounds View	4,973,985	13,098	\$380
80	Andover	12,416,357	32,902	\$377
81	Chaska	10,205,429	27,055	\$377
82	Arden Hills	3,786,942	10,362	\$365
83	Vadnais Heights	4,427,548	13,561	\$326
84	Lauderdale	765,514	2,528	\$303
85	North Oaks	1,557,082	5,207	\$299
86	Falcon Heights	1,585,389	5,592	\$284
87	White Bear Lake	5,625,000	25,888	\$217

Intergovernmental Revenues:

One significant change we experienced in 2018 and has continued into 2020 is the reduction of our Local Government Aid by approximately \$250,000 to the amount we will have certified for next year which is \$14,171. It is not expected we will see any more Local Government Aid in 2020 or any future years. This is due to the State's LGA formula, the increase in market values we have seen in the community over the past couple of years, and the decertification of our large TIF District #4 in 2014, which reincorporated a large taxable market value back into the community in that following year.

In 2003, the City of Chaska received approximately \$1 million in LGA from the State on an annual basis. By 2013, that number was very close to \$0. This was a very significant hit to the City's revenues, representing approximately 10% of our overall revenues. The loss of nearly \$1 million in revenue was a significant reason that we started to get behind in the properly staffing of our services and have had a difficult time catching back up ever since.

In 2014, the City received did see an allocation of LGA in the amount of \$462,000, with it going to just over \$500,000 in 2015 and \$550,000 in 2016. In 2017, we once again saw this amount reduced to just under \$250,000. As mentioned previously, this amount went down to approximately \$1,000 in 2018, and is expected to stay close to this level going into future. Below is a chart of our experience for local government aid, and what we expect to see in LGA over the next 5-year period.



It should be noted that when the City saw the \$250,000 LGA amount go to \$1,000 in 2018, the Council did decide to levy back half of that amount (\$125,000), which has remained in the budget ever since, and is included in the 2020 budgeted revenues. However, it continues to be important to point out that this loss of nearly \$1 million from the State from that 2004 period did have a long-term impact on the City and is a large reason why we are now having to have the discussions about the gap that we see in our staffing levels to sustainably meet our service level expectations.

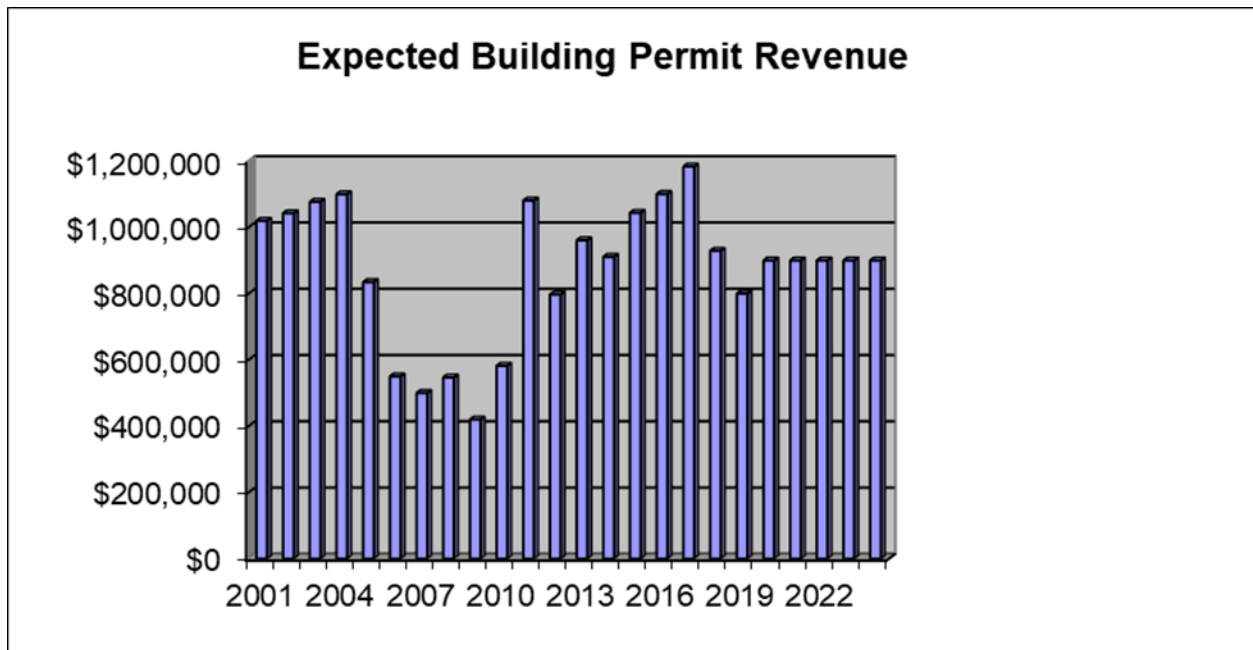
Licenses and Permits

From 2008-2011, Chaska and the rest of the metropolitan area experienced a dramatic slowdown in not only residential development, but development in all sectors of the market. As a result of the downturn, building permit revenues dropped significantly. Up through 2005, this revenue source was over \$1 million per year, and in 2010 brought in approximately \$500,000. In mid-2011, we did start to see this change as some larger Commercial/Industrial development activity did start to occur, and we ended 2011 with over \$1 million in permit revenue. While we continued to see good activity during 2012 and saw positive movement since 2013, the consistency and predictability of this revenue stream continues to be volatile and can be somewhat difficult to project from year to year.

This positive turn in the market is anticipated to continue into 2020, although we do expect that there is going to be more residential growth occurring, as opposed to large

Commercial/Industrial projects, as we are still expecting to be a year out before our new Industrial Park opens at the new interchange at 44/212. While we will see some C/I activity with some planned additions to existing Industrial buildings in our North Industrial Parks, we do not expect these to be large projects that would significantly impact our building permits in 2020. For that reason, we did reduce our budgeted amount of Building Permits by just over \$300,000, to bring it back down to a total of just over \$900,000. Staff feels that this number is more reflective of the development we can foresee going into 2020.

Under our current building projections, our staffing levels will be enough to cover the anticipated workload and be able to turn around building permits in a timely fashion.



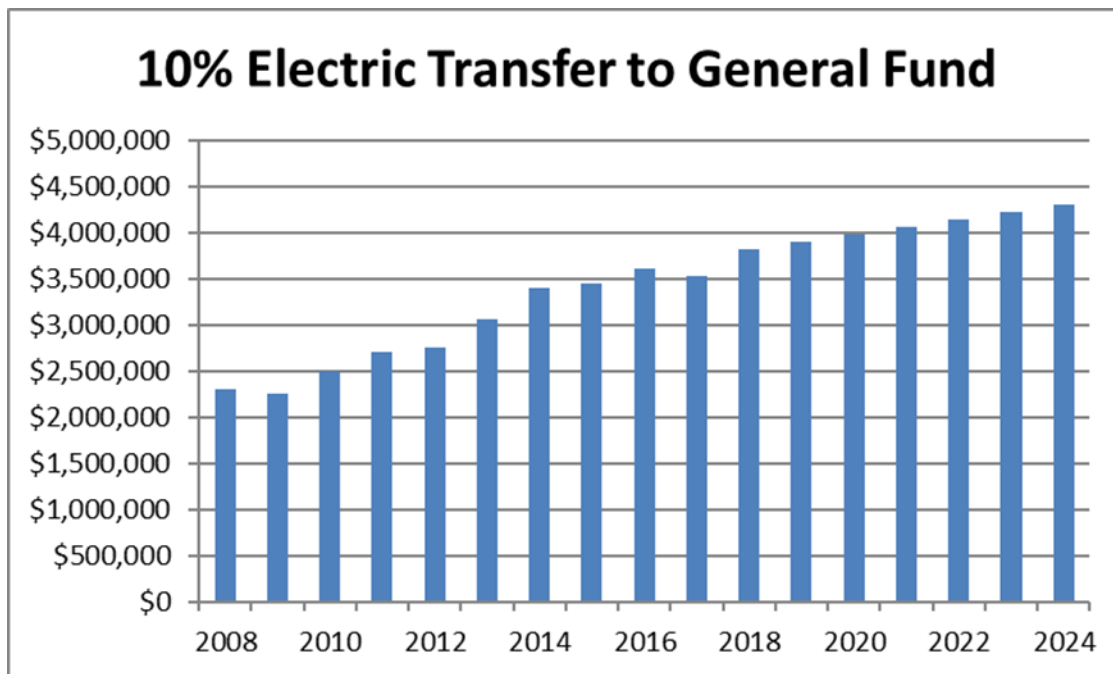
Electric Fund Transfers

The City has a formal policy of charging ourselves a per kilowatt-hour franchise fee, which is roughly equivalent to 10% of the total electric rate of our electric utility. For 2020 the franchise fee is anticipated to generate revenues to the general fund of approximately \$3,998,000. We have seen a dramatic increase in this portion of our revenue over the past several years, which has represented both an increase in usage by our existing customers, but also reflects the positive impacts we are seeing through the addition of large economic development projects such as increasing usage of our Data Centers, additional commercial uses in town, and the recent expansions we have seen with existing business in our original Industrial Parks on the north end of the community. We continue to expect that to increase in 2020 as we expect to see some continued expansion of load in our data centers, as well as seeing existing industrial customers add on, and residential growth continue.

It should be noted that in that total Electric Franchise Fee above, that we do program just under \$50,000 of that to come from Minnesota Valley Electric Cooperative and Xcel for their franchise fee in 2020, with development of the first building at the Southwest

corner of the intersection of 212 and Engler Boulevard now completed, and the addition of franchise fee from MN Valley Electric Coop Services in the Chevalle neighborhood. This franchise fee to the other providers in Chaska is something that we would plan to fully implement in 2020 to make sure that as we see new development in our community, that users in other provider's territories are seeing a franchise fee as if they were in Chaska Electric's territory.

There is a significant amount of development that will occur in the future in MVEC's territory, with most of the job growth in the Southwest Chaska Master Plan falling within their territory. Because of this, we expect this number to increase significantly as we move into the future and we see this development occur. It should be noted that as opposed to the 10% fee that we have charged by policy to our own Electric Utility, the franchise fee that will be charged to MVEC and Xcel will be based on 5% of their gross revenues for the year. This is because of the limitations State Statute allows us to charge from an outside utility, and because this percentage matches up with the percentage that is charged to Centerpointe Energy for our enacted Gas Franchise Fee. Statute requires that these franchise fees to external business be equitable from one utility to the next. The total Franchise Fee revenue between Chaska, Xcel and MVEC represents around 21% of the General Fund's total revenues.



Charges for Services

Charges for services are those revenues that support City derived from charges to individual users for services, other governmental agencies, or inter-fund charges for administrative services. These would include payroll, finance, administration and Human Resources costs to our Enterprise Funds (i.e. Electric, Sewer, Water, CCC, etc...). For 2020, charges for services are programmed to be \$3,994,078 as compared to \$3,115,077 in 2019. This increase in charges for services is occurring to help us keep up with the actual cost of service the General Fund is providing to our other Enterprise Funds. This includes all our Administrative Services, Human Resources and

Administration. In 2020, it will also include a contribution from the Enterprise Funds to the overall Building Maintenance Division Budget, which will start at \$125,000 in 2020. As the Building Maintenance Division will be providing a centralized service to all Departments/Buildings in the City, we have to make sure that the Enterprise Funds are contributing enough towards this budget to accommodate for the Building Maintenance Services they will be receiving out of the General Fund. As mentioned previously, we want to make sure that the Enterprise Funds are contributing an equitable share to the shared services the General Fund provides to ensure that the General Fund is not bearing an undue burden for these services and to avoid subsidizing our Enterprise funds for Administrative Services.

General Fund Expenditures:

General fund operating expenditures are forecast to be \$19,009,708 which is an increase of 12.22% over the 2019 Operating Budget. In that, it should be noted that \$355,000 of that increase in the General Fund Budget is related to shifting this already-existing amount from the EDA Fund over into the General Fund and does not have an impact on taxes residents will pay. It is simply shifting that revenue and expense into the General Fund as that is where the debt service it supports currently resides. Taking away that shift of dollars into the General Fund, the total operational increase in the General Fund would be 10.1%

In preparing the 2020 budget the following general assumptions were used for the operating budget:

- *Utilize budgeting objectives developed*
- *Increase in the tax levy by 4.35% due to new growth and inflation, with an additional \$375,000 (4.04%) levied to support the first of four years of implementing the Staffing Study Gap recommendations*
 - *This first year would include the addition of a Building Maintenance Foreman, and two Building Maintenance Workers, and Economic Development Coordinator along with \$125,000 going into the Building Maintenance Budget for 2020*
- *Continue to fully implement the Capital Improvement Program in 2020*
- *Continue with the 5% Gas Franchise Fee, which will represent approximately \$460,000 in 2020 with it continuing to be dedicated to the CIP Program*
- *Shifting of the existing \$355,000 in the EDA Fund to the General Fund to continue to support the debt service for the Park Component of the Fireman's Park Rehabilitation Project*
- *Operational costs up 1% in 2020*
- *Personnel salaries up 3%, with employer benefit contribution increases of 6%.*
- *Assume continuation of our Street Reconstruction Program, with the 2020 project targeted to be Beech Street just to the north of the Carver County Courthouse*
- *Continue contract with City of Carver for shared recreational services, bringing in additional \$51,000 in revenue (this is currently being renegotiated as it has expired and the City of Carver has the interest in continuing with this*

partnership-a new contract can be expected to be brought back to Council in early 2020)

- *Continue with \$12,000 expense in 2020 for "Scholarships" to support large community activities utilizing our new banquet facility (\$1,000 per month)*
- *Fully fund the Equipment Replacement Schedule for 2020 (this occurred through the sale of Equipment Certificates in 2019)*
- *Continuation of equipping all Police Officers with Body Cameras*
- *Assume no draw-down on General Fund reserves*
- *All other items in budget to remain unchanged*

Department	2018 Actual	2019 Budget	2020 Budget	Increase	%Increase	Notes
Council	\$157,509	\$113,457	\$132,407	\$18,950	16.70%	<i>Moved event contributions to Council</i>
Communication	\$109,182	\$113,507	\$99,774	-\$13,733	-12.10%	
Administration	\$961,726	\$802,158	\$864,219	\$62,061	7.74%	
Human Resources	\$0	\$0	\$241,025	\$241,025	100.00%	<i>Moved HR out of ASD Budget</i>
Elections	\$25,585	\$5,000	\$33,106	\$28,106	562.12%	<i>Increases every 2 years for Election</i>
Admin Serv-Finance	\$1,568,577	\$1,553,403	\$1,743,479	\$190,076	12.24%	<i>Increase in Software Licensing Due</i>
Admin Serv-IS	\$1,018,462	\$1,156,544	\$1,277,863	\$121,319	10.49%	<i>Increase in Software Licensing Due</i>
Legal	\$117,160	\$85,565	\$80,000	-\$5,565	-6.50%	
Community Dev.	\$967,519	\$1,028,557	\$1,017,575	-\$10,982	-1.07%	
Engineering	\$369,826	\$367,493	\$393,501	\$26,008	7.08%	<i>Full year funding Water Resources Coord</i>
City Hall Bldg	\$240,642	\$222,333	\$227,735	\$5,402	2.43%	
Building Maint Div	\$0	\$0	\$409,973	\$409,973	100.00%	<i>Implementation of 1st Year Staffing Study</i>
Police	\$4,232,303	\$4,435,876	\$4,689,032	\$253,156	5.71%	
Fire	\$1,745,694	\$1,974,325	\$2,070,512	\$96,187	4.87%	
Civil Defense	\$6,788	\$5,672	\$5,728	\$56	0.99%	
Public Works Admin	\$338,927	\$347,931	\$366,164	\$18,233	5.24%	
Streets	\$1,419,669	\$1,591,783	\$1,782,805	\$191,022	12.00%	<i>Additional Street Maint. in CIP for 2020</i>
Snow Removal	\$270,267	\$202,912	\$249,625	\$46,713	23.02%	<i>Increase because of experience past 2 years</i>
MSB Building	\$253,484	\$220,339	\$232,202	\$11,863	5.38%	
Park Maintenance	\$1,130,486	\$1,004,857	\$1,096,237	\$91,380	9.09%	<i>Park Rehab projects in CIP for 2020</i>
ISD 112 Maint	\$32,750	\$40,745	\$36,225	-\$4,520	-11.09%	
Tree Control	\$53,745	\$37,547	\$37,597	\$50	0.13%	
Parks Admin	\$369,241	\$513,853	\$608,218	\$94,365	18.36%	<i>Overall decrease in Parks by \$48,586</i>
Parks Youth	\$148,891	\$172,889	\$175,519	\$2,630	1.52%	<i>shifted categories of where coded</i>
Parks Adult	\$105,643	\$84,250	\$105,768	\$21,518	25.54%	<i>for budget</i>
Firemen's Park	\$161,078	\$294,215	\$127,116	-\$167,099	-56.79%	
Parks Skating Rink	\$12,346	\$9,559	\$8,631	-\$928	-9.71%	
Unallocated	\$139,869	\$554,847	\$897,672	\$342,825	61.79%	<i>\$355,000 transfer from EDA</i>
Total	\$15,957,369	\$16,939,617	\$19,009,708	\$2,070,091	12.22%	\$355,000 is EDA Transfer

It should be noted that in addition to general explanations provided next to each General Fund category, it should also be noted that general growth in the General Fund expenditures also is related to the first full year of implementation of recommendations from our Pay Equity Study completed in 2019. While this study was approved and implemented in 2019, this is the first year it shows as being budgeted, meaning that there are general increases to the budget based on this. The purpose of this study was to both make sure we are meeting Pay Equity standards required by the State of Minnesota, and to make sure that our wages were comparable to the average of similar positions in other Metro Communities. This was the first full study we had completed since 1986.

From a CIP perspective, 2020 will be the fourth year we will be able to fully fund our Capital Improvement Program, with \$1,000,000 now being dedicated to the plan. This now allows us to be able to program the exact projects we will be undertaking on an annual basis to support our overall Capital Improvement Program. For 2020, the following projects are planned to be undertaken:

- Street Overlay: \$375,000
- Sealcoat Roads: \$60,000
- Trail Upgrade/Overlay: \$60,000
- New Pedestrian Bridge on Main Trail: \$70,000
- MSB Annual Door/Hoist Maintenance Program: \$45,000
- Sports Court Resurfacing: \$70,000
- Siren #6 Replacement: \$25,000
- Fire Station Sidewalk Replacement: \$50,000
- Cortina Woods Park Rehab: \$135,000
- Clover Hock Rink Rehab: \$70,000
- Brickyard Lake Pier Rehab: \$40,000

Based on this, and the other changes that were listed above, the level of expenditures we are recommending to the budget would allow us to meet our budget and service objectives set for the 2020 budget process, while also keeping us very low from a tax perspective in the entire Twin Cities Metropolitan Area. By starting up the first of 4-years of implementing the Staffing Study recommendations, this will also allow us to staff our services going into the future at a much more sustainable level and help us to have the resources to address our again facility needs through the addition of a Building Maintenance Division.

Specific Department 2020 Activities

Administration

A position that was identified as a need in the Staffing Study is an Economic Development Coordinator position. While we expect that this position will ultimately be funded through the EDA, this would in practice reside within our Administration Department as that is where all Economic Development activities currently occurs. We do have this position being funded out of the General Fund in 2020 but supported from an Administrative Fee Transfer from the Economic Development Fund with dollars that we would aim to have generated from Economic Development Activity. The Staffing Study does also identify that there is the need for 1 additional Human Resource Generalist Position. However, we would see that occurring in either year two or three of the Staffing Study implementation, as the Building Maintenance needs in the City are a higher priority. Beyond the Economic Development Coordinator, there are no new planned additions for the Administration Department for 2020.

Administrative Services

Budgeted staffing levels for the Administrative Services Department will remain steady in 2020. As part of the Staffing Study, it was identified that the IS portion of this department is short 1 Network Analyst position. Currently, we have this position being implemented in fourth year of the Staffing Study implementation in 2023.

Community Development

As indicated previously, we do anticipate continuing to see a steady amount building activity in the community in 2020, with it focused mainly on residential development, as our new Corporate/Industrial Park area at the new 44/212 Interchange will not likely come on-line until the summer of 2021. In 2010, we saw building permit revenue at only \$500,000 annually, which was down from our past peak of over \$1 million that we had seen each of the years through the mid-part of last decade. In 2020, we anticipate seeing approximately \$900,000 of building permit activity. Staffing levels are at the proper level to be able to handle this activity now and are not scheduled to change in 2020. The addition we see coming into the department is a second City Planner position, which was identified in the Staffing Study. This is something that is needed given the level of our planning activities in Chaska, but we do not have it coming on-line until 2021, as the Building Maintenance needs of the City are a higher priority at this point.

In the Engineering Department, we did have the addition of a Water Resources Coordinator Position in 2019, which helped to fill a major gap we saw in this department over the past several years. This position is funded 50% through the General Fund and 50% through the Storm Water Fund. The Staffing Study still does show the need for 1 additional position in the Engineering Department, which would be an Assistant Engineer position. We do not have that planned to come on-line until 2022. There are no planned additions in the Engineering Department for 2020.

Police

The major change recently in the Police Department was the addition of a Code Compliance Division within our Police Department in 2019. This addresses code compliance issues within the community on a pro-active level, instead of the re-active level we had based on our previous staffing levels. This division now has 4 Staff members, allowing it to provide service to residents not only during normal business hours but also during evenings and weekends. While this division resides within the Police Department to help with enforcement efforts, it is one that serves multiple departments in code compliance, including Community Development, Public Works, Fire and Public Utilities. While the Staffing Study did not identify a current gap in our levels of Sworn Officers, it did identify that we needed to have an additional 12 staff members in the Police Department by full development, with 10 of these needing to be Sworn Officers. To keep up with the growth that is occurring, and to not fall behind on the addition of officers as we need them, we do anticipate that we will need to add an additional officer in 2021. There are no additions to this department planned for 2020.

Fire Department

Currently, the Fire Department has an authorized staffing level of 44 paid-on-call staff, although because of retirements on the department, the actual staffing level is currently at 35 firefighters, with a full-time Fire Chief and Fire Marshal, along with two Fire Inspectors. We also have support staff in the Fire Department to support Administrative functions. All 5 of these full-time staff are also Fire fighters, allowing them to respond to calls during the day, and reduce the burden on our Paid-on-Call Staff.

To preserve our volunteer base of firefighters for the long-term, the City added a Fire Chief position in 2013 both to provide continuity in leadership to our fire personnel, but to also be able to take on the growing administrative load of running a department such as this. It was the plan that making this move now would be a cost savings to the Fire Department over time, to avoid large staffing expenses in the future if we were unable to attract volunteers for these critical positions. This position was hired in February of 2013 and has been a very good addition to our Fire Department model. At the time that we created the Fire Chief position, we also moved the Fire Marshall position out of the Community Development Department and moved this position up into the Fire Department.

In addition to this, in 2015 we also did add Duty Crew shifts twice a week to both help take the burden off all fire fighters to respond to calls, and to pilot this program for future use. We have been able to add to this over the last four years, bringing the total number of evenings we have this staffed to Wednesday-Saturday evenings.

In the 2018 budget we made another significant change to the department by budgeting the addition of two new Rental Inspectors/Fire Fighters to the Department. The primary function of these employees is to help bolster our Rental Inspection program, as that area of services has been on the rise as more single-family homes were converted to rentals during our last economic downtown. An added benefit of these employees being in the Fire Department is that they add two additional fire fighters at the station during daytime hours to be able to respond to fire calls. Given that this is the most difficult time for the City to staff with Paid On-Call Fire Fighters, this will continue to help us maintain our volunteer-based department. This has been a great addition to this department and is continued to be included in the 2020 budget.

The Staffing Study did not identify a current gap in this department but did identify that when we are fully developed that we will likely need the equivalent of an additional 10 FTEs in the department. How we Staff these positions over time to most effectively and efficiently utilize our resources will still have to be determined, but it is something that we will have to plan for implementation over the next 20 years as we reach full development.

Public Works

Chaska's Public Works activities are anticipated to increase as the community grows, with personnel needing to be added as mileage of road and the addition of parks occurs in the community. We will also have to plan for the addition of Staff to support our Storm Water activities. While these services are paid out of the Storm Water Fund, they are housed out of the Public Works Department, as we utilize our Staff for multiple functions.

The largest item identified as a need in the Staffing Study was the need for the City to dedicate more resources to our Building Maintenance Activities. This is especially true as our facilities have continued to age, and we have not always put the proper levels of resources necessary in the past to keep these buildings in good condition. To address this priority towards building maintenance, the City is planning on moving to centralize all its Building Maintenance Activities to one central Division, which we plan to house in the Public Works Department. Ultimately, this Division will have 6 dedicated full-time Staff to address building maintenance, with the ability to centralize it in one area so that we are able to maintain all of our facilities in a similar manner, and take advantage of purchasing power, by bringing service contracts under one area of the organization. To implement this Division completely will take three years, with the plan to start in 2020 with the hiring of a Building Maintenance Foreman, along with a Building Maintenance Lead and a Building Maintenance Worker. We will also have \$125,000 of a Building Maintenance Division budget started in 2020, with it planned to grow up to \$500,000 annually of new resources by 2023. Out of any need identified in the Staffing Study, this was identified as the highest priority, as it is the largest gap we currently have in our service delivery in the City. Because of this, we are making a priority to get this Division fully staffed within the first three years of the Staffing Study Implementation.

Other than the addition of this Building Maintenance Division staff, there are no other additions identified in 2020 for the Public Works Department.

Recreation

Although functionally, the Recreation Department, Community Center and new Curling/Event Center are in essence combined, Recreation Administration and Programming are budgeted as separate General Fund activities. Having them functionally work together does create efficiencies, which has kept our Park and Recreation expenditures significantly below the State average for communities our size. In 2020, we plan to continue to have our Park and Recreation Director, our Recreation Manager, our Recreation Coordinator, the Recreation/Special Events Coordinator and Athletics Supervisor all funded fully out of the General Fund, with a portion of other support positions allocated to the General Fund. The Staffing Study did not identify any gaps in our overall staffing levels for recreation, and Staffing levels will remain unchanged for 2020.

Community Center Budget

For the Chaska Community Center, 2020 will be its 29th year of operation. As the Center has evolved, we are confident that it is addressing its mission *of being Chaska's community gathering place, while providing an opportunity to run into people you know*. The objectives of the Center are:

1. *To promote community gathering and interaction.*
2. *To provide family and individual recreation with an emphasis on fun.*
3. *To enhance Chaska's pride and identity.*
4. *To be operationally self-supporting with no property tax support.*
5. *To reinvest back into the facility to keep it quality for future generations*
6. *To build a cash-balance in the CCC Fund to be able to accommodate all the maintenance and improvement needs on this aging facility*

The Community Center has traditionally done a very good job of accomplishing the first four objectives listed above. Not only has it served as a central gathering place in the community, providing opportunities for family and individual recreation in Chaska, but has also been able to manage the center's day-to-day operations in a financially self-supporting way. In this respect, it is one of the few community centers in the State of this size that can offer the services it does, and not utilize tax levy to support its operations. Many city-owned community centers/recreation centers have some tax levy support, with a common split being 60% coming from revenue generated from the facility and 40% being supported by a property tax levy.

Because the Chaska Community Center has not relied on any tax levy for support, it has had the effect of being a significant factor of what has kept our General Fund tax levy low, by financially taking on many of the City's recreational functions that would normally be covered in other communities by tax levy support. This is especially true for the expense of Recreation Staff members who are providing programming in many different venues outside of our Community Center. While we have been trying to be more proactive about separating the general fund parks and recreation costs and functions from our Community Center activities, we still find that the Community Center and its operations provides us with many more efficiencies in both areas than are seen in most municipalities.

To put this in perspective, the Statewide average for Park and Recreation expenditures per capita supported from tax levy is \$99 per capita in cities ranging in population from 20,000-100,000 residents. In Chaska, our tax levy supported portion of Parks and Recreation was \$38 per capita in the 2018 Audited year. This is a large reason we can have such a low overall tax levy in the City of Chaska, while at the same time providing a high level of service to our residents.

Aging Facility Creates Additional Needs

While we have been able to keep our tax levy support of our Parks and Recreation Programming very low compared to other communities, and while the Chaska Community Center has been able to be operationally self-supporting over the years with no tax levy support, this has become much more challenging to accomplish as the facility has aged and major improvements have needed to occur. Just over the past 7 years, we have had to complete over \$3.5 million of improvements to our facility to keep it functioning. Most of this work has involved replacing our Ice Arena and Pool Mechanical Equipment, with only a portion of this being able to go towards improvements that have been visible and enhanced services for our patrons. The largest improvement we were able to make on enhancing services to our residents was in the Fitness Center, where we were able to replace all Fitness Equipment in the Fitness Center, along with replace carpet and paint the room. This improvement was approximately \$200,000 and was considered a major improvement by our patrons.

It should be noted that the Chaska Community Center originally cost us \$22.5 million to construct in 1991, and with all the additions we have put onto the facility would be over \$43,000,000 to replace if we were to start from scratch. We depreciate about \$750,000 of this facility annually and have never had a mechanism to properly reinvest back into this asset. With the increased dollars we have had to spend towards the building, and this amount increasing as the facility continues to age, this has impacted our ability both to make the facility operationally self-supporting as we move into the future, or to be able to generate cash reserves that can go towards future improvement.

Comparison to Other Municipal Facilities

As mentioned previously, the Chaska Community Center is one of the few City-owned community centers/recreational facilities that does not have any tax levy support and relies solely on memberships. This is true even though a good portion of our Community Center (entire first floor and upper track) does not require a membership or daily admission for entrance.

With it relying on memberships and daily admissions for support of our operations and reinvestment, it is critical that we price our memberships to be able to meet our current and future needs. This is an area that we have fell behind in, especially when compared to membership fees at other similar City-owned Community Center/Recreational Centers in the Twin Cities. Below is a recent survey that was completed looking at our Family Membership rates compared to City-owned facilities across the Twin Cities that have the most comparable amenities.

2019 Comparable Facilities	Annual Family Membership
Waconia	\$737
Eden Prairie	\$1,266
Shakopee	\$600
Shoreview	\$680
Maplewood	\$1,584
Maple Grove	\$425
Eagan	\$1,068
Average	\$909
Chaska	\$568
Chaska % of Average	62.52%
Actual Difference from Average	\$341

It should be noted that many of these facilities have tax levy and the average of membership rates is still significantly lower than our membership rates. With our current Annual Family Membership Rate being at \$568, and the average of comparable facilities being at \$909 in 2019, we are 37.5% below the market for our membership rates, with an actual difference from average of \$341. It should be noted that for an individual membership at Lifetime Fitness, it is \$975 for a year, with a basic family membership being \$1,500 annually.

As Staff has looked at our current operational needs for the facility, and the Capital Improvements that we are going to need to make over the next several years, this is an unsustainable model to be this far out of the market, and will lead to us not being able to properly reinvest back into the facility, which over time will make it more difficult to retain membership at our facility. With the CCC having no property tax support, and rates significantly below market for other City facilities, this will be unsustainable as we move into the future.

Five-Year Plan for Membership and Admission Fees

With this being a looming issue if we want to make the Chaska Community Center financially sustainable into the future, it is important that we develop a plan to address our membership and admission/program rates as we move over the next 5-years if we want to continue not to have tax levy support the facility. At the same time, it is important that we continue to provide a facility that residents see a financial benefit for being a member, making it an affordable option for all our residents.

While Staff is recommending that we start moving our membership rates closer to the average starting in the 2020 year, we do not think that this is something that we can take on in just one budget cycle. We think it is important to implement this change over our 5-year budgeting horizon in a way that does not create too drastic of changes in any one year to recognize that this is a facility of choice for our residents and we want to make sure they see the need for these changes, and understand what these

changes will allow us to do going into the future properly reinvesting back into this facility.

The recommendation for this 5-year period would be to increase our membership/rates/program fees by 4.5% for 2020, 7% for 2021-2023, with us then being able to get back to a rate adjustment closer to the rate of inflation of 3% in 2024. It should be noted that if we were to do this, our rates would still be 15.5% lower than the comparable averages, assuming they make no changes to their rate structures over the next 5-years. In this sense, we can plan for making our facility more financially sustainable over time, while keeping this a considerable value to our patrons compared to other municipal community/recreation centers. While this plan will require us to utilize reserves to be able to fund over the first two years before we start to see the fund build cash reserves, we think it is important to ease this adjustment over the 5-year period so as not to create too dramatic of changes for patrons during this time.

30-Year Anniversary Visioning Study

One thing that Staff feels is important to complete as part of these adjustments is to also develop a vision/plan for what these changes will allow us to accomplish in the future to keep this facility in great shape and changing as the needs of our patrons change. With the Community Center's 30th Anniversary being in 2021, Staff would recommend that we work in 2020 to complete a Visioning Plan for the facility, looking into the future the next 30 years. This planning process would be one that we would want to have user input into to determine what our Patrons would really like to see occur in the Community Center going into the future, what services we do not provide that they think we should, what we do provide that they do not see a high priority, and to come out of it developing an cost estimates and an implementation strategy for how we can work towards these improvements over the next several years. With our proposed membership/rate changes designed to help us start building cash balance in the facility, and with existing electric fund resources going to the debt service for our Lodge Addition ending in 2027, we do think that we could start to develop an implantable plan to keep our patrons looking towards the future, and to see the importance and "value proposition" into why we as a community should continue investing into this facility. Though this process, we feel that we can continue to demonstrate that we are a great economic value to our Patrons compared to other facilities, while also demonstrating a pathway to accomplish the improvements our Community Center facility will need and our patrons will want over the upcoming years.

Community Center Revenues

Assuming the implementation of the first year of our membership/rate adjustments occurring in 2020 with a 4.5% increase in rate, we are projecting that the Community Center will generate total operating revenues of \$3,880,176, which is an increase of of approximately 1% over the budget from 2020.

As mentioned previously, in 2020, we are planning an increase in revenues coming mainly from an increase in membership, admission rates and fees by 4.5%. As part of this change, we will be looking at offering additional options for our patrons besides just single and family options. We are going to be looking at implementing options for people to have single+1 membership, along with punch card options that will give

patrons an opportunity to try the facility for some time before committing to a membership. We will also continue to offer our "Work in Chaska" rate that allows people who work in Chaska but do not live here a reduced rate option from our regular rate that gives them incentive to join as a member.

The other area we would expect to see some additional growth would be through the addition of memberships through our Park and Recreation agreement with the City of Carver. Currently, we charge just over \$51,000 to the City of Carver to allow their residents the opportunity to utilize the Community Center and Town Course at resident rates. We did just complete an analysis of this benefit. What we found is that the payment from the City of Carver has been enough to cover the lost costs of Community Center Memberships. Carver has indicated a desire to continue with this partnership. In our negotiations with them, we will be looking more closely at Programming Discounts and Carver-Specific programming costs to make sure that we continue to remain whole as we continue these services into the future. We are assuming a \$51,250 fee from the City of Carver in 2020, with any changes to contract rates coming in 2021.

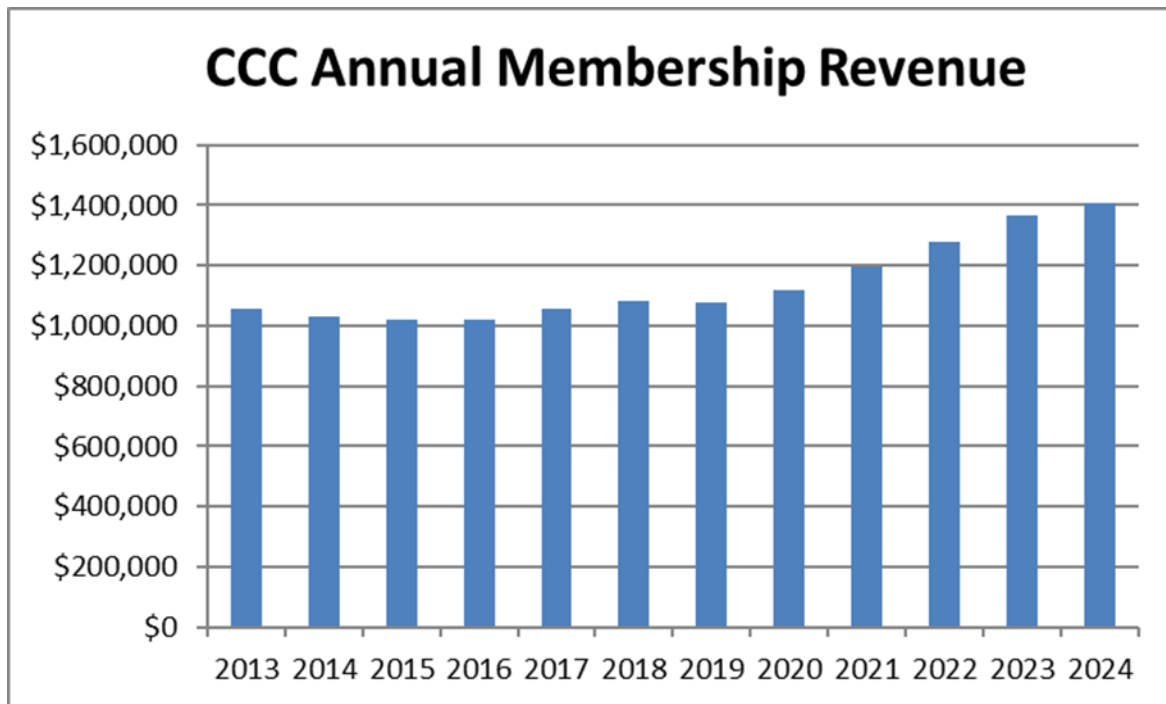
In 2020 we will be continuing our new Membership Package benefits, as they have proved to be very successful for us in attracting members. These benefits include:

- Free Drop-in Classes
- Free Day Care
- Guest passes to bring visitors
- Discount to Chaska's Recreational Programs

Staff feels that these enhancements to our Membership program, in conjunction with the recent renovation of our older Fitness Center space at the base of the stairs going into the lower level of the CCC, will continue to be important investments into keeping patrons choosing the Community Center for their membership option.

Finally, as we clearly saw through our 2018 Community Survey results, reinvesting back into our existing facilities, such as the Community Center, is a high priority for our residents if it is going to continue to offer our residents a great experience at this facility. Unlike other City services where the services are essential and there are no options for residents, we recognize that the dollars that patrons spend at the Community Center are discretionary, and that patrons do have other options. We need to continue to provide fair pricing, but more importantly show value for what our patrons are paying, which will continue to demonstrate the importance of investing back into this facility.

Below is a chart illustrating what our membership numbers have been, the approximate \$1.15 million we expect for membership revenue in 2020, and what we expect from Membership revenue as we move into the next 5-years. As you can see, with the implantation of a rate structure closer to market, we are able to generate an additional \$400,000 annually through memberships, which is a great help in making this facility financially stable as we move into the future.



In addition to the memberships and admissions into the facility and for programming, the other major sources of revenue for the Community Center consist of the following, with us anticipating these will remain stable over the next several years:

- St. Francis/Capable Kids-Receive approximately \$147,000 annually to lease space on the north end of the building
- Breakaway Academy: \$60,000 annually to lease space in the lower level of the building
- ISD #112: Rents about \$25,000 of time annually for Gym classes and the use of the Ice Rink
- ISD #112: Makes payments to the City of Chaska in the amount of \$44,700 annually to support the debt service for adding onto the building to make Girls Locker Rooms for the Chaska/Chanhassen Girls Hockey Program. This continues for 15-years starting in 2020
- Breakaway Ice Program (separate from the School)-Rents approximately \$48,000 of space within the Ice Rinks annually for its programming
- Electric Fund Transfers to the Community Center to support the following:
 - \$100,000 annually since the facility opened in 1991 to help offset the costs of improvements in the building
 - \$182,000 annually supporting the Debt Service for The Lodge-debt is retired in 2027. Would plan to keep these dollars in the CCC after debt paid to help support reinvestment back into the facility
 - \$150,000 annual support toward the total \$275,000 debt service for the Pool and Ice Arena mechanical improvements-debt is retired in 2033. We would plan to keep this in the CCC Fund to help support future improvement projects

Below is a chart showing the major sources of revenue within the Community Center:

REVENUES	Actual 2018	Budget 2019	Budget 2020	Change	% Change
<i>Member and Admis</i>	\$1,487,786	\$1,639,269	\$1,644,195	\$4,926	0%
<i>Community Events</i>	\$1,572	\$8,094	\$3,000	(\$5,094)	-170%
<i>Community Room</i>	\$39,256	\$38,523	\$40,257	\$1,734	4%
<i>Craft Rooms</i>	\$37,912	\$41,669	\$43,544	\$1,875	4%
<i>Wellness-Water</i>	\$378	\$1,402	\$1,465	\$63	4%
<i>Wellness-Studio</i>	\$104,662	\$136,241	\$120,000	(\$16,241)	-14%
<i>Rainbow Room</i>	\$7,572	\$5,557	\$7,500	\$1,943	26%
<i>Wellness Programs</i>	\$48,043	\$78,654	\$59,707	(\$18,947)	-32%
<i>Gym</i>	\$42,091	\$51,055	\$53,353	\$2,298	4%
<i>Gym-Batting Cage</i>	\$996	\$1,385	\$1,447	\$62	4%
<i>Gym-Gymnastics</i>	\$24,932	\$21,633	\$22,606	\$973	4%
<i>Ice Arena</i>	\$643,633	\$684,443	\$700,000	\$15,557	2%
<i>Maintenance</i>	\$40,386	\$35,241	\$40,241	\$5,000	12%
<i>Wellness-PT</i>	\$34,528	\$30,305	\$37,111	\$6,806	18%
<i>Play Castle/Daycare</i>	\$16,254	\$15,678	\$15,000	(\$678)	-5%
<i>Treks and Trails</i>	\$80,811	\$90,764	\$90,000	(\$764)	-1%
<i>Club Extreme</i>	\$101,019	\$110,556	\$110,000	(\$556)	-1%
<i>Raquetball</i>	\$10,527	\$15,813	\$16,526	\$713	4%
<i>Swimming Pool</i>	\$14,179	\$14,370	\$15,017	\$647	4%
<i>Swim Lessons</i>	\$105,471	\$123,200	\$128,744	\$5,544	4%
<i>Theater</i>	\$98,588	\$88,550	\$98,000	\$9,450	10%
<i>The Lodge</i>	\$51,198	\$56,647	\$59,196	\$2,549	4%
<i>Birthday Parties</i>	\$33,346	\$40,780	\$37,000	(\$3,780)	-10%
<i>Tot Time Preschool</i>	\$7,218	\$11,459	\$11,975	\$516	4%
<i>Before/After School</i>	\$8,384	\$9,499	\$21,751	\$12,252	56%
<i>Vending</i>	\$41,640	\$37,812	\$39,514	\$1,702	4%
<i>Misc.</i>	\$0	\$6,950	\$427	(\$6,523)	-1528%
Total Oper Rev	\$3,078,986	\$3,395,549	\$3,417,576	\$22,027	1%
Non-operating					
<i>The Lodge Debt</i>	\$181,000	\$181,000	\$181,000	\$0	0%
<i>Electric fund</i>	\$251,000	\$251,000	\$293,000	\$42,000	14%
Total Non oper	\$432,000	\$432,000	\$474,000	\$42,000	9%
TOTAL REV	\$3,510,986	\$3,827,549	\$3,880,176	\$52,627	1%

It should be noted that while we will increase our membership fees and rates by 4.5% in 2020, we do not expect to see that translate into a 4.5% increase in overall revenues, as we did need to adjust revenues in specific areas to address changes we have seen in usage in these areas of the CCC.

Expenditures

From an expenditure perspective, other than the continued programming of \$275,000 per year to go towards debt service on the CCC Capital Improvement Program, the only major new items that will be focused on in the 2020 budget include:

- Moving of our Full-time Maintenance Staff into overnight hours to complement the new City-wide Building Maintenance Division. Focus of this staff will shift to custodial duties.
 - With this change, will utilize the dollars saved from the retirement of our current CCC Maintenance Supervisor position, and the reduction in needed part-time custodial workers to fund a Facility Coordinator position to work during the days in the CCC, and an Ice Coordinator Position
- Completion of a Visioning Process to unveil on our 2021 Thirty-year anniversary

As we have discussed in the General Fund Budget, one major item that will be funding starting in 2020 with the first year of implementation on our Staffing Study Analysis recommendations will be the addition of a City-Wide Building Maintenance Division that will be housed in our Public Works Department. This Division will take on all the major building maintenance activities for all our buildings in the City, creating consistency of care for each facility, and efficiencies by maintaining all City buildings by the same standards. With the addition of this Division will come changes within the Community Center, as our Building Maintenance Staff will take on more of the Custodial Duties of the building, which will reduce our need for as many part-time custodial Staff. Their shifts will move to overnight, which will allow them to be much more efficient taking care of these cleaning needs when patrons are not present.

With the retirement of our long-time Building Maintenance Supervisor in the Community Center at the end of 2019, we will be taking these resources, along with the saved resources from the reduction of part-time maintenance needs to create a Facility Coordinator position, who will be staffed during the days to take care of custodial items that come up during the day, but also will be the liaison between our Building Maintenance Division and the CCC Custodial Staff working when the facility is closed. Finally, with the move of Custodial Service to overnight, we would create an Ice Arena Coordinator position, who would work a 3pm-11 pm staffing schedule to be able to coordinate all Ice Arena events, as well as take care of all ice resurfacing and custodial needs throughout the evening. These changes will allow the Community Center to capitalize on the new expertise and resources that will be created City-wide through the addition of our Building Maintenance Division, and allow us to focus more efforts on using our CCC resources to keep a very clean facility, and to do this without having to add more resources to support.

Each year we include \$50,000 to go towards on-going capital replacement items within the Community Center. In 2019, the focus of these efforts will be in replacing the floor surfacing in the entry way to Arena 2, which has been failing and is causing safety issues in that area of the building. We will also continue efforts to change all our light fixtures in the building to LED fixtures both to brighten the facility, but to also save on energy costs.

The total expenditures in 2020 are budgeted to be \$4,122,045 which is an increase of 7.80%. Below is a chart detailing the expenditures in each of the major areas of Community Center Budget for 2020:

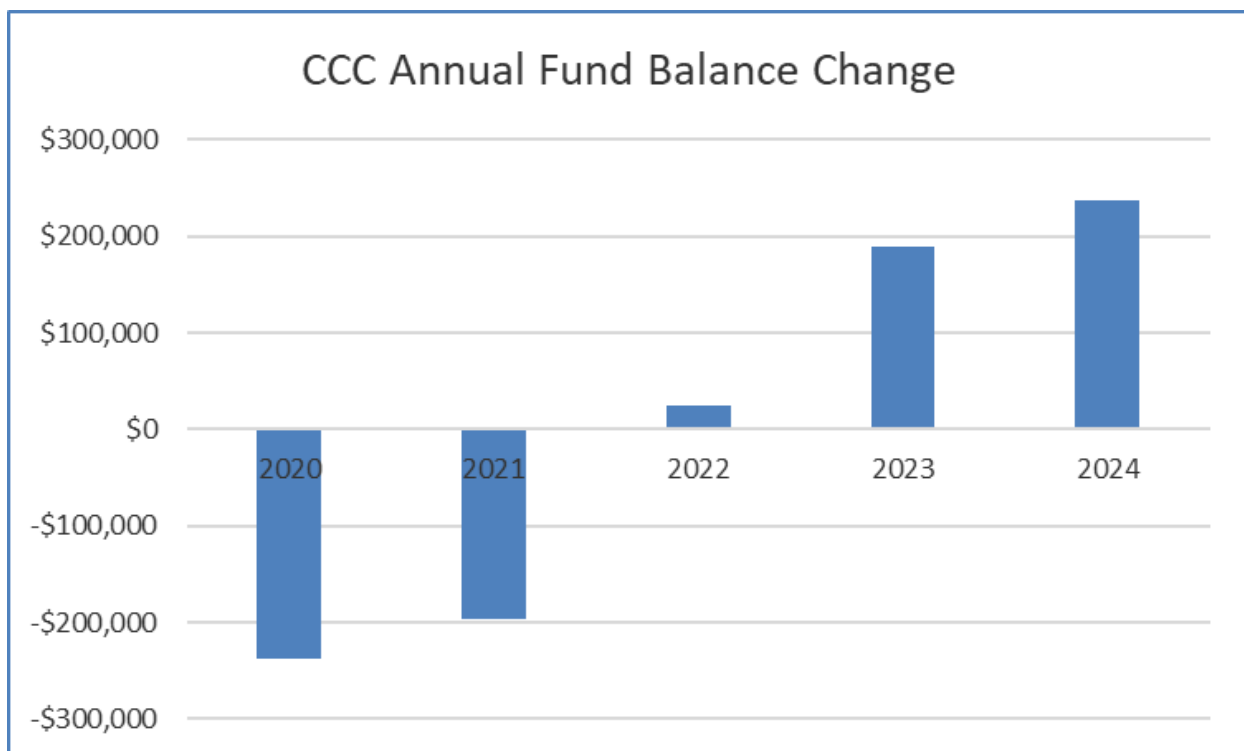
EXPENSES	Actual 2018	Budget 2019	Budget 2020	Increase	%
<i>Admin</i>	\$ 734,543	\$ 692,118	\$ 769,762	\$ 77,644	11.22%
<i>Events</i>	\$ 6,256	\$ 5,846	\$ 5,872	\$ 26	0.44%
<i>Craft Rms</i>	\$ 15,664	\$ 13,548	\$ 13,572	\$ 24	0.18%
<i>Well-Water</i>	\$ 743	\$ 4,229	\$ 3,050	\$ (1,179)	-27.88%
<i>Well-Studio</i>	\$ 47,117	\$ 36,810	\$ 48,612	\$ 11,802	32.06%
<i>Front Desk</i>	\$ 140,789	\$ 120,555	\$ 116,224	\$ (4,331)	-3.59%
<i>Well- Prog</i>	\$ 34,763	\$ 30,815	\$ 32,044	\$ 1,229	3.99%
<i>Gym</i>	\$ 29,416	\$ 19,577	\$ 19,623	\$ 46	0.23%
<i>Bat Cages</i>	\$ 996	\$ 1,717	\$ -	\$ (1,717)	-100.00%
<i>Gymnastics</i>	\$ 15,698	\$ 16,435	\$ 16,259	\$ (176)	-1.07%
<i>Ice Arena</i>	\$ 256,057	\$ 221,195	\$ 292,885	\$ 71,690	32.41%
<i>Maintenance</i>	\$1,219,448	\$1,099,932	\$1,104,485	\$ 4,553	0.41%
<i>Cycling</i>	\$ 40	\$ 552	\$ -	\$ (552)	-100.00%
<i>Personal Train</i>	\$ 35,249	\$ 21,150	\$ 37,712	\$ 16,562	78.31%
<i>Wellness Add</i>	\$ 118,948	\$ 129,699	\$ 127,947	\$ (1,752)	-1.35%
<i>Play/Daycare</i>	\$ 76,648	\$ 62,918	\$ 47,147	\$ (15,771)	-25.07%
<i>Treks& Trails</i>	\$ 97,039	\$ 94,556	\$ 102,183	\$ 7,627	8.07%
<i>Club Extreme</i>	\$ 76,396	\$ 74,894	\$ 86,945	\$ 12,051	16.09%
<i>Raquetball</i>	\$ 860	\$ 1,697	\$ 1,705	\$ 8	0.47%
<i>Swim Pool</i>	\$ 365,443	\$ 345,892	\$ 429,208	\$ 83,316	24.09%
<i>Swim Less</i>	\$ 25,956	\$ 32,165	\$ 33,435	\$ 1,270	3.95%
<i>Theater</i>	\$ 9,900	\$ 7,414	\$ 7,452	\$ 38	0.51%
<i>Lodge</i>	\$ 99,043	\$ 97,876	\$ 246,134	\$ 148,258	151.48%
<i>Birth Party</i>	\$ 8,883	\$ 6,775	\$ 6,845	\$ 70	1.03%
<i>Tot Time</i>	\$ 4,692	\$ 5,994	\$ 5,985	\$ (9)	-0.15%
<i>Gen Facility</i>	\$ 278,077	\$ 50,000	\$ 50,000	\$ -	0.00%
<i>Advent Prog</i>	\$ 120,237	\$ 117,540	\$ 1,765	\$ (115,775)	-98.50%
<i>B/A School</i>	\$ 3,598	\$ 5,294	\$ 5,643	\$ 349	6.59%
<i>Vending</i>	\$ 18,342	\$ 12,707	\$ 12,771	\$ 64	0.50%
<i>Depreciation</i>	\$ 729,338	\$ -	\$ -	\$ -	
<i>Debt Service</i>	\$ 189,318	\$ 493,546	\$ 496,780	\$ 3,234	0.66%
<i>Transfer Out</i>	\$ 1,434	\$ -	\$ -	\$ -	
<i>Other</i>	\$ 6	\$ 492	\$ -	\$ (492)	-100.00%
Expenses	\$4,760,937	\$3,823,938	\$4,122,045	\$ 298,107	7.80%

Some things to point out in the expenditures listed above include:

- Administration includes an additional \$75,000. This is to implement the results of our Pay Equity Study for our Part-Time Employees across the entire department. With this department being dependent on Part-time employees, it is important that we keep up with this as we move into the future
- Front Desk shows a decrease of expenditures-this is the result of moving a position out of the Front Desk and it being funded out of The Lodge, where most of the work of this individual currently resides

- Adventure Programming shows a significant decrease of expenditures. This is also the result of moving another individual's salary out of this category and into The Lodge where most of this employee's duties now reside
- Maintenance Budget is down due to the Retirement of our Maintenance Supervisor position and the changes in the overall Building Maintenance Division mentioned earlier in this report
- Ice Arena is up because of the addition of the Ice Arena Coordinator position (part of the Building Maintenance Division moves discussed earlier).
- Aquatics is up because of the addition to the budget of the Aquatics Coordinator position, which also serves as the Person in Charge of the CCC Facility when regular office hours are closed. This was a position created in 2019 to address this gap in having a PIC in the evenings but was not reflected in the budget last year.

Based on our forecasted revenues and expenditures for 2020, we are estimating that the facility will have run a deficit in 2020 of \$241,869. As mentioned previously, the planned changes we are making to the Membership/Rates over the 5-year period does assume that we would have deficits and use reserves the first two years, with us moving positive in the third year of the plan. This allows us to make necessary changes to our rate structure but to do so in a manner that will not too significant of a change for our patrons in any one year. Below is a chart that illustrates what happens over the 5-year period to Fund Balances as we fully implement the plan laid out in this report:



Town Course Budget

The mission of the Chaska Town Course is to develop and operate a quality municipal golf course serving as a community recreational resource and as a community gathering place, that is viewed as a top public golf course facility in the Twin Cities, helping also attract visitors to our community.

In developing the course's annual budget our objective is to provide adequate resources to meet this mission by maintaining a high-quality golfing experience from both a maintenance and customer service perspective. An objective during our budgeting process has also been to position the Town Course in such a way that we attempt to generate enough profit to have reserves to keep up with our necessary capital replacement program at the Town Course to keep it running as a high-end course.

As we look into the future, this will be the largest single challenge of the course as it has historically been able to operate as a self-sufficient golf course from an operational standpoint, but has had much more difficulty being able to generate a sufficient amount of reserves to cover all future depreciation costs. This has been true industry wide, as the number of U.S. golfers peaked in 2003 at 30.6 million and dropped to 23.83 million in 2017, according to the National Golf Foundation. This number has dropped approximately 1.9 million golfers just since 2012. While the Chaska Town Course has remained relatively consistent in rounds per year since its opening, it is a national trend we must pay attention to.

With that being said, the Chaska Town Course has been an extremely popular facility for the City of Chaska and has continued to have a high number of rounds and has kept a high maintenance standard to allow it to be considered a high-quality golf course facility. The Chaska Town Course has continued to be a popular destination for not only our residents, but for patrons from across the Twin Cities market. This has resulted in us averaging about 31,000-32,000 rounds of golf per year.

The larger economic challenge the Chaska Town Course has experienced, especially in the past two golf seasons, is the shift in makeup of the patrons who golf at this facility. When the Chaska Town Course first opened in 1997, over 70% of the rounds that were played at the course were by non-resident golfers, with around 30% being made up of Chaska residents. As the community has continued to grow, and as people moving to the area have recognized the benefit of moving to Chaska as opposed to surrounding communities because of our resident discount, this patron makeup has moved to be 50% resident play, with only 50% coming from outside of the community. While this has been great for our mission of making the Chaska Town Course a premier community gathering location, this has been a very difficult financial transition for the course as our resident discount has averaged around 37% from the regular rate that non-residents pay. While we think it is important to keep a resident discount in place as we go into the future, it will be much more important for us to look at exactly what this discount is, as having over 50% of our golfers continue to have a 37% discount will

not be financially sustainable. This is something that will be discussed further in the revenue section of this budget message.

2019 Chaska Town Course Season

While the Town Course was extremely busy during the peak times of this past summer, 2019 continued to be an unfavorable year for weather, dropping the total number of rounds this year to just approximately 29,500. This is the second year in a row where weather has played a big factor, with 2018 also having a total number of rounds close to 29,500, with the biggest hits in both years coming from little-to-no play in the Spring, with the Fall weather not allowing the season to extend to where we would typically see it end. In 2018, we had no rounds of golf played in the month of April, as we had a large snowstorm in the middle of that month, and fall weather kept people off the course for a good portion of October. In 2019, we also had late Spring snowfalls that kept the course limited for use in the Spring, and we had a very wet fall. Another factor in 2019 was the wet weather we experienced during the entire course of the summer, which did limit play in the time of the season we would typically see tee sheets full.

This reduction in rounds due to weather resulted in a loss of close to \$97,000 for the year compared to budget in 2018, with 2019 being short approximately \$116,000 compared to budget. Having two summers in a row with these type of weather conditions has got us to relook at the number of rounds we budget for in any given season. While we typically have budgeted for 32,000 rounds, with years like 2016 and 2017 bringing in a total of over 33,000 rounds, we have started to budget based on 30,900 and to watch to see if we start to see any trends in weather patterns going forward, or if these past two years have been an anomaly.

Depreciation Funding-Continued Reinvestment into Facility

With the refinancing of our TIF District #4 in 2008, we did put the Town Course in a better position to accumulate cash reserves, as it did not have to directly support the remaining years of debt service for the course anymore. In 1997, resources from TIF District #4 were the main financial resource that allowed us to construct the course and contributed towards our debt service on the course until all debt was repaid with the Closing of TIF District #4 in 2014. It was planned that the refinancing of this District in 2008, and once again in 2011, would provide us with sufficient resources to pay off the initial capital construction cost debt at the Town Course from the TIF funds, thus allowing the Town Course to take any annual profits and accumulate reserves in this Enterprise Fund.

While these resources have taken the need away from the Town Course to contribute directly towards its annual debt service, the Town Course has continued to meet the annual operational needs of the course but has continued to struggle to generate significant reserves to go towards its future capital replacement needs.

To illustrate this, each year the Chaska Town Course has approximately \$450,000 of annual depreciation cost, which is what we should target to build in cash reserves each year to support future reinvestment/improvements into the course. In 2017, the Chaska Town Course showed that with including Depreciation as a cost, the Course's

net Cash Position for the year was (\$453,000). With Depreciation in that year being \$452,000, this means that from an operational standpoint, we ended the year in a positive position. In 2018, with a very bad weather year and golf rounds down significantly, the net cash position for the year was (483,000) and our depreciation cost was \$453,000, meaning that we came very close to covering all our operational costs even during a bad year.

While that is positive, over time this will be an issue if we don't have enough money built in the fund for future improvements. This is a big reason we must make sure that we keep on top of monitoring our rates going into the future, so that we do not slip too far behind market and make it difficult to reinvest back into the course. It also makes it even more important for us to focus on the large gap between resident and regular rates (37% discount), with 50% of our rounds now receiving that discount. This will make it difficult in the future for us not only to meet our capital reinvestment needs, but also our operational needs as that resident percentage continues to get higher as we would expect it would as the community grows.

As we are doing with the Community Center Fund and looking at its future capital needs and how we fund these, this is an issue that Staff continues to look at to determine the best way to move forward with generating the reserves necessary to support these future capital replacement needs without having to contribute any property tax subsidy. This is particularly important in the Chaska Town Course Fund, as only a relatively small portion of our residents golf (8% report that upkeep of the CTC is Essential, with 35% reporting upkeep as Important in our last Community Survey) and it would be more difficult to recommend using tax dollars to support this operation less than a majority of our residents utilizing this facility.

That is not to say that a significant amount of maintenance work is not done annually to keep our existing assets in as good of shape as possible. The past 2 summers have included approximately \$200,000 in work to replace the sand and drainage system in our bunkers to help improve the play on the course. In 2016, we also made a significant reinvestment back into the kitchen of the Clubhouse to make it more usable for Oak 19 to operate their business, which has been very successful. We also make sure that we are regularly replacing our maintenance equipment, which has a large impact on the condition of the course daily. However, as we move further into the future, we will have to start looking at assets such as our Clubhouse facility and how we rehabilitate them to address the toll that many years of service will put on a building and on the course in general.

As we look at this, we will have to be cognizant of the market of other golf courses in the area, so that our greens fees do not make it difficult to compete with these other courses. We will not be able to address this issue only through rate increases, as too large of an increase could have the effect of dropping rounds played and making revenues drop, as golf patrons are sensitive to price changes and do have a number of choices in the area of where to take their business. This is especially true with our non-resident golfers, where our rate has been very close to the average of high-end golf courses over the years.

For 2020, we are forecasting total revenues of \$2,169,300. This compares to the budgeted revenues we had for 2019, which were \$2,142,100. As discussed previously, for 2020, we are budgeting based on a lower number of total rounds being at 30,900 total rounds during the season. We typically would budget at 32,000 rounds, but with the past two years seeing lower rounds because of weather, we are trying to be more conservative on this budget to monitor whether changes in the weather are something that was abnormal the past two years, or whether that is something we have to plan for going into the future. As mentioned previously, 2018 and 2019 each saw rounds of approximately 29,500 rounds, with this causing a loss of revenue in each year approximately \$100,000 compared to budget.

Based on our assumptions, the total 2020 revenues are derived from the following sources:

	Actual	Budget	Budget		
<i>Revenues</i>	2018	2019	2020	Change	% Change
Green fees	\$ 1,187,084	\$ 1,403,000	\$ 1,332,000	\$ (71,000)	-5.06%
Driving range	\$ 81,994	\$ 100,000	\$ 100,000	\$ -	0.00%
Member fees	\$ 76,173	\$ 75,000	\$ 75,000	\$ -	0.00%
Sale of supplies	\$ 260,746	\$ 229,000	\$ 314,500	\$ 85,500	37.34%
Concessions	\$ 46,623	\$ 45,000	\$ 45,000	\$ -	0.00%
Cart rental	\$ 261,701	\$ 280,000	\$ 292,000	\$ 12,000	4.29%
Misc	\$ 58,634	\$ 10,100	\$ 10,800	\$ 700	6.93%
Total revenues	\$ 1,972,955	\$ 2,142,100	\$ 2,169,300	\$ 27,200	1.27%

Revenues

The major revenue source of the Golf Course is green fees paid by patrons, with this revenue source accounting for 61% of total revenues at the facility. While we had only planned on increasing the cart fee in 2020 by \$1, we are also recommending that we increase both the resident and regular greens fee rates in 2020 by \$1 each, as the last two years of poor weather conditions have made this important to do. This keeps both the resident and regular rates competitive based on our comparisons.

As mentioned previously, for 2020 we are planning for 30,900 paid rounds being played at the facility. The past 4-year average for play at the CTC has gone down to this, as we did have two very poor weather years in 2018 and 2019 contributing to this. The two years prior, we had seen rounds go over 33,000.

Resident vs Regular Rates

Perhaps the largest item that Staff has focused on while putting together both the 2020 budget and the our 5-year financial forecast for the Chaska Town Course, is looking at the split between resident and regular play at the Course. As mentioned previously, when the Town Course first opened, approximately 70% of our rounds came from non-resident play. As our community has grown, we have seen this non-resident regular rate play drop to 50%. While this has been great for meeting our mission for having this be a premier community gathering location, it has made it very difficult from a financial perspective to keep the Chaska Town Course financially sustainable going into the future with our residents now seeing a 37% discount from our regular rates.

Having over 50% of our patrons see this deep of a discount is not something we can continue to do if we want to have this course be both operationally self-sustaining and be able to reinvest back into the course as it ages.

As we discussed in the 5-year planning process, Staff feels that it is critical to address this issue within the 5-year planning horizon, and define what the proper amount of discount should be for residents as we move into our next 20 years of operation at the Chaska Town Course. For 2020, we are recommending that we only adjust the rates by \$1 for each the regular and resident rates to make sure that we do not fall behind. However, over the next several months, Staff will plan on meeting with resident patrons of the Chaska Town Course to both educate them on this issue, but to also get their feedback on how to structure our rates going into the future so that residents still feel they are receiving a significant benefit for having this asset in their community, but also being cognizant of how changes can positively affect the financial sustainability of the Chaska Town Course going into the future.

For the purpose of planning the 5-year financial forecast, we did assume that during the 5-year period, we would gradually close the gap between resident and regular rates so that it is a 15% discount as opposed to the 37% current discount, so that Council and our patrons can see where that would put us at the end of the 5-year period. However, there are many ways that we can look at this, which we will focus on during the next several months to have a more defined plan which has had patron input. We do know that there is only so far that we can bring regular rates up and still stay within the market. We will have to be cognizant of that, while also keeping the resident discount something that continues to provide our residents with a benefit to have the Chaska Town Course in our community.

Components of the Chaska Town Course Revenue

A key revenue assumption for the CTC is the green fees schedule, as the greens fees do generate approximately to 61% of our revenue. Our strategy has been to have green fees for non-residents consistent with the market for other high-end public courses, while at the same time offering a course for our residents of higher quality and challenge compared to any other area course, at a price that is very competitive.

In 2019 the average metro high-end golf course green fee including cart on weekends was \$93.71, ranging from \$77 for Edinburgh USA to \$119 for Rush Creek. Chaska's weekend non-resident rate in 2019 of \$92, including cart, was within this range.

As mentioned earlier, while we had planned on only having a \$1 increase for carts in 2020, Staff is also recommending an increase in green fees of \$1 for 2020.. These rate increases are periodically necessary both so that we stay within our defined market for rates compared to other courses, but more importantly to make sure that we are generating sufficient income to be able to keep this course in a great condition, which is critical to its success. 2018 and 2019 were not good weather years for the course, and we do not want to get behind financially keeping up with the financial needs of the course. We do feel that this rate change keeps us within the defined market for where we would like to see our regular non-resident rates fall. The chart below compares our rates to the other high-end public golfing facilities in the Twin Cities:

Course	Green Fees	
	Weekday	Weekend
	18 hole	18 hole
Edinburgh USA	\$77.00	\$77.00
Stoneridge	\$69.00	\$77.00
Rush Creek	\$119.00	\$119.00
The Legends	\$99.00	\$99.00
Troy Burne	\$79.00	\$110.00
Meadows at Mystic Lake	\$89.00	\$89.00
The Wilds	\$95.00	\$85.00
Average	\$89.57	\$93.71
Chaska non-res Current	\$86.25	\$92.00
Chaska non-res Proposed	\$88.25	\$94.00
Chaska Resident Proposed	\$62.00	\$69.00

As part of Chaska's mission, our goal is to have the facility both accessible and affordable to Chaska residents. Just as with non-resident rates, in 2020 we are proposing an increase in Greens Fee Rates for residents, as well as an increase in Cart Rental Fees. The increase would be \$1 for carts and \$1 for greens fees for both weekend and weekday rates. As mentioned earlier, we are going to have to address the large gap that exists between resident and regular rates as we go over the next five- year period but would propose that this occurs gradually and not over the course of one budget year.

This would result in our rates in 2020 continuing to be very competitive to all the area courses, as it was in past years. Based on these assumptions, 2020 green fee revenue is projected to be \$1,332,000, which is less than what we had budgeted in 2019 due to budgeting from a lower rounds number.

Course	Green Fees	
	Weekday	Weekend
	18 Hole	18 Hole
Dalgreen	\$59.00	\$61.00
Bluff Creek	\$57.00	\$63.00
Ridges at Sand Creek	\$57.50	\$62.50
Deer Run	\$74.00	\$74.00
Stonebrook	\$66.50	\$74.50
Average	\$62.80	\$67.00
Town Course Res Current	\$60.00	\$67.00
Town Course Res Proposed	\$62.00	\$69.00

It should be noted with our pricing structure that residents are able to play a top-tier golf course at the Chaska Town Course, while paying a fee that is comparable to the area courses that are not ranked in the top-tier. In this respect, Chaska residents are getting a great value for the golf that they play at the CTC.

For the first several years the Town Course was open, we averaged cart rental revenues in the range of \$150,000 to \$175,000, with 22% to 24% of golfers renting carts. In 2006 we modified our cart policy to permit carts off the cart path. At that time, we purchased a new set of carts equipped with a GPS system. This system allows us to remotely control the carts so they do not go in areas that would be detrimental to the condition of the course. The system was implemented in 2006 and increased cart revenues to \$212,000.

In 2018 we purchased a replacement fleet of carts, and included enhanced GIS features, to help keep up with our demand for services on the carts. For 2020 we are once again anticipating that 40% of patrons will continue to utilize a cart, as we have seen over the past several years, bringing in total revenue of \$292,000.

Through our twenty years of operation, the driving range has been a popular element of the facility. One attribute contributing to the success of our driving range is the size of the practice facility, being one of the larger driving ranges on golf courses in the area. For projection purposes, we have assumed that 20% of golfers will use the range before playing and an additional 40 persons per day will come to the facility solely to use the practice complex. Range revenues was budgeted for \$100,000 in 2019. For 2020 we are proposing that we keep the budgeted revenue the same as in at \$100,000.

Pro Shop sales have continued to be strong. Our last audited year in 2018 we saw sales in the Pro Shop of \$260,746, even though we had budgeted closer to \$220,000. In 2020, we continue to expect to see these improve with this being a popular part of the services we provide at the Town Course, and we are budgeting \$314,500.

A key service element of the facility is the provision of a quality food and beverage operation, while at the same time assuring that this element does not become a financial drain on the operation. In 2016, we changed vendors, as Charlie's Grill had its final year of operation in 2015. Charlie's set a new bar for expectation of our food service at the Chaska Town Course, which was important for us to keep or improve with the new vendor coming into the facility.

After completing an RFP Process, the City Council did choose to go with the new vendor, Oak 19 Grill. While the Town Course did have to undergo approximately \$150,000 in upgrades to the kitchen prior to the 2016 season to be able to handle a new vendor come into the facility, and to increase offerings to our Patrons, Oak 19 has been a very positive addition to the Chaska Town Course, as we illustrated through their record-breaking first and second years of service. In 2016, Oak 19 had over \$650,000 in sales, making it the highest grossing year for food service in the Town Course's history. We saw very similar sales occurring during the 2017 season. In 2018, despite not being able to open the entire month of April because of weather, they still were able to exceed their budgeted revenue to the City and had the peak months

during the summer be record sales for them over the past 3 years. In 2019, despite the less than ideal weather conditions, they have continued to exceed our budgeted revenue for the facility, based on our revenue-sharing lease agreement. Staff have heard very positive comments on this change as it offered more menu variety for patrons, and weekend meal options that have brought non-golfers to the clubhouse for dinner, while not having a negative impact on serving our golf patrons. We have also seen a very positive response to the beverage cart service, which in past years had been an area that we had not received as high of a rating from our customers.

With the lease agreement set up as a revenue share agreement, the Chaska Town Course does receive 5.5% of all food sales and 10.5% of all alcohol sales for rent payments on this facility. In 2020, we are once again anticipating that this will generate \$45,000 in income for the Chaska Town Course. With their initial lease period coming to an end after next season, we are going to be working with them to extend their lease, something they are interested in doing as well.

Operating Expenses

For the Chaska Town Course to be considered a high-end public facility, the turf maintenance needs to be a very high priority. During the past few Golf Seasons, we had some of the best turf conditions since our course opened. This has been confirmed in feedback we've received from golfers in our surveys and helped continue to drive patrons to our course during the summer of 2019. This is also something that we confirm through our Decision Resources Community Survey, which we just completed last winter. 92% of the respondents rated the upkeep/maintenance of the Chaska Town Course positively.

To accomplish the objective of having high-quality turf we have attempted to establish a maintenance budget that will permit adequate resources for above-average maintenance. The key, though, to achieving this objective is attracting and retaining high quality dedicated personnel. It is imperative that our full-time personnel not only have the technical capabilities to maintain a high-level facility, but also (and possibly more important), have a true ownership in the course and a commitment to the facility's quality.

The maintenance staffing anticipates staffing levels like 2019, with five full-time Greenskeepers, plus a Superintendent who is responsible for the maintenance of the Chaska Town Course facility as well as the Par 30.

As in the past these full-time positions will be supplemented by eight, six month and six four-month seasonal employees. The following is a summary our estimated costs for each of these categories:

	Actual	Budget	Budget		
	2018	2019	2020	Change	% Change
Course Maintenance	\$853,497	\$1,076,033	\$959,648	-\$116,385	-10.82%
Course Admin/Clubhouse	\$935,112	\$882,403	\$906,973	\$24,570	2.78%
Merchandise	\$195,740	\$171,700	\$173,417	\$1,717	1.00%
Debt Service (Carts)	\$18,636	\$105,775	\$108,100	\$2,325	2.20%
Transfers Out/Debt Service	\$0	\$0	\$0	\$0	
Depreciation	\$453,364	\$0	\$0	\$0	
Total Expenses	\$2,456,349	\$2,235,911	\$2,148,138	-\$87,773	-3.93%

The second cost component of the golf course operation is the Clubhouse and its related activities. Our objective is to differentiate the Town Course and Clubhouse operation from other courses through a noticeable difference in its commitment to customer service. Achieving this objective will be significantly affected by the quality, skill and personality of personnel hired to staff the complex. The overall responsibility of the Clubhouse operation is the responsibility of the Club Pro. For 2019, the total Clubhouse expenses were budgeted to be \$882,403. In 2020, we are budgeting this number to go to \$906,973, for a 2.78% increase.

The final cost component that is critical to maintaining a high-quality course is continuing to invest in timely replacement of our maintenance equipment. In 2013, we sold Equipment Certificate Bonds to purchase of the equipment needing replacement on our Equipment Acquisition schedule. The proceeds from that sale went to purchasing our needed equipment replacement for both 2013 and 2014. In 2013, before we sold these Equipment Certificates, we did extend out the life of our equipment at the Town Course, both because the equipment is better quality than in the past, but also to help reduce the long-term costs of paying for maintenance of equipment over the years. This is one of the strategies we have employed to try to reduce overall costs at the Course and help work towards long-term financial sustainability.

At the same time, we have made sure that we replace this equipment in a timely manner, as quality of the course is a key to our success at the CTC. In 2017, we once again sold equipment certificates to help support a purchase we are doing in 2018, which was the replacement of our electric golf cart fleet. The cost for replacing this fleet was \$195,000 and was included in the 2017 Equipment Certificate Bonding that was completed. The debt service to support these purchases is \$108,100 in 2020. While we do have equipment scheduled to be replaced in 2020, we are going to wait until 2021 to replace our equipment for both years, to finance it through equipment certificates that will start repayment in 2022.

A major cost we had the past two summers, but did complete, was the replacement of all greenside and fairway bunkers throughout the course. We spent approximately \$200,000 over the course of 2018 and 2019 to complete, but will be a significant improvement to play, as the bunkers had grown over the years and were no longer draining properly after major rains.

Besides these changes, we do have the bridge on Hole #15 planned to be replaced, along with \$12,000 to our cart-path replacement program. We also have \$25,000

programmed to go towards work on our irrigation components to keep them in good working order.

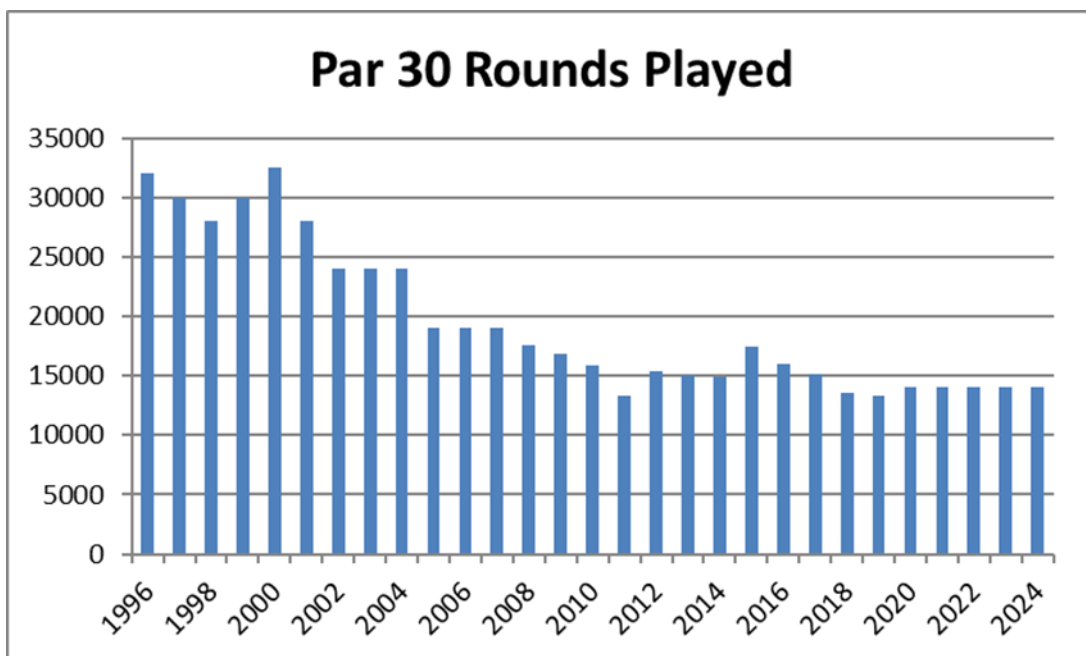
Total budgeted expenses for the golf course operation in 2020 are \$2148,138. This would result in an increase of fund balance at the Chaska Town Course in 2020 of approximately \$21,000. However, despite seeing a positive increase to the fund balance budgeted in 2020, it is important that we still look over the next several months at our resident and regular rates to make sure that our discount is not so significant for resident rates so as to make the Course difficult to make financially sustainable going into the future.

Par 30 Budget

In establishing the 2020 Par 30 Budget, the following objectives were used:

- ◆ *Provide the necessary resources for the Par 30 to ensure continuation of quality course maintenance and upkeep.*
- ◆ *Maintain rates competitive with other comparable executive courses in the Twin Cities.*
- ◆ *Minimize drastic changes in rates while at the same time maintaining adequate cash reserves for emergencies.*
- ◆ *Allow the Par 30 to be a Self-Supporting Recreational Program*

In determining golf course revenues, two factors directly impact green fees: the number of rounds and rate per round. The following graph depicts the number of annual rounds played at the Par 30 since 1996, which was 1 year prior to the Chaska Town Course opening.



Over the past several years we have seen a decrease in the number of total rounds at the Par 30. While rounds of play averaged around 25,000 rounds per year in the beginning part of last decade, over the last 10 years, we have seen that drop to approximately 14,000 rounds per year. We believe this has been due both to the increase of competition with the addition of other executive courses such as Halla Greens in the area, and with some shift to the Town Course we have seen with allowing carts on the Fairways, thus making it easier for seniors to play the longer course.

One thing to note on the chart above is the increase we saw in rounds being played in 2015 and 2016. While, just like the Town Course, good weather did play a factor in this, the main factor increasing rounds was the addition of Foot Golf. Foot golf helped

us not only generate additional rounds of play at the Par 30, without negatively impacting golf play, but it also created another use that allows our residents who are non-golfers to get out and enjoy this public resource. This is especially true for families that foot golf can cater to. In 2019, while Foot Golf did remain at the Course, we did not see any growth in this offering. It is being planned to keep Foot Golf as an option at the Par 30, but we do not see it being a large driver of increasing rounds in the future.

For 2020, we are budgeting for 14,000 rounds, which is less than the 15,400 rounds we budgeted in 2019. As with the Chaska Town Course, we are adjusting these numbers down because of the negative impact weather has had on the course the past two seasons, brining our average number of rounds down compared to previous years.

One offering we are going to continue at the Par 30 in 2020 is the addition of Adult Leagues. We have had Junior and Senior Leagues for quite some time, which have been successful at this course. With much of the drop-in golf globally, one of the big factors has been in the amount of time that someone needs to invest to complete a round, which can be close to 5 hours. By adding this option at the Par 30, we are hoping to tap into golfers that would still like to golf on a regular basis, and maybe even be in a League, but view the traditional courses as being too much of a time commitment to participate. While we are not budgeting any additional rounds because of this new offering, we do think it could help to stabilize rounds at this course.

The second factor in determining green fee revenues is the actual rate charged per round. In 2011, we changed our rate structure based on trying to be much more conscientious of the pricing structures at area Executive Courses, structuring our pricing to be more competitive than our main competitors such as Halla Greens. We structured our pricing to be very attractive for our main users, who are our Seniors and Juniors, while at the same time providing a true price differentiation for our Adult golfers who may be most likely to go to another competitor's course out of town.

While we had planned for a rate increase in 2019, we never did implement it because of the poor weather we saw for a second spring season. This would have been the first increase in rates since 2017. For 2020 we are recommending that we do implement the rate increase we had planned for in 2019, which is an increase of \$0.50 per round for each category of golf, including Foot Golf.

Based on this recommendation, the following would be the comparison of the Par 30 for 2020 rates compared to the 2019 rates of the other Executive Courses in the area:

Course (9)	Junior (9)	Senior (9)	Adult (9)	Range
Halla Greens	\$13.00	\$13.00	\$16.00	Yes
Braemar Executive	\$11.00	\$16.50	\$16.50	Yes
Waters Edge	\$12.00	\$12.00	\$15.50	Yes
Orono	\$12.00	\$15.00	\$18.00	No
Glen Lake	\$12.00	\$12.00	\$16.00	Yes
Average	\$12.00	\$13.70	\$16.40	
Par 30 Current Rate	\$12.25	\$12.25	\$14.25	
Par 30 Proposed Rate	\$12.75	\$12.75	\$14.75	
Par 30 vs Halla	-\$0.25	-\$0.25	-\$1.25	

It should be noted in the chart above, that while we compare to all the Executive Courses, our main competition for the Chaska Par 30 is Halla Greens, as it is located just off Chaska's eastern border with Chanhassen. As you will see, we are \$0.25 cheaper than Halla Greens for Juniors and Seniors, and \$1.25 lower on Adult rates compared to their current rates, and assuming they make no changes for 2019. One reason we want to make sure we stay less expensive than Halla Greens is because they do offer a driving range at their facility, which is a distinguishing factor for their facility.

Based on this rate structure, we are forecasting green fee revenues for 2020 of \$129,700 compared to the 2019 budget of \$189,926. As mentioned previously, we are budgeting a lower number of rounds, as weather has brought our average rounds down to approximately 14,000 instead of the 15,400 rounds we previously planned for.

Staffing levels are anticipated to remain unchanged for the coming year, continuing with keeping the number of part-time staff at lower levels to keep costs as low as possible. The staffing for both maintenance and clubhouse activities is provided through the hiring of part-time summer employees, as well as the sharing of 1 full time employee between Town Course Maintenance and the Par 30.

The budget anticipates that operating expenses in 2020 will be \$193,734, which is a reduction in budgeted expenses of \$4,117 from the 2019 season. It should be noted that one item that we are still working on to reduce the overall expenditures to the Par 30 Course, is in eliminating the current fee of \$14,000 we have annually to rent parking spaces from the Hazeltine Gates Office Building. Storm water improvements were made to the pond on the Par 30 in 2013 to accommodate a future addition for the Hazeltine Gates project when it moves forward, at the cost of Hazeltine Gates (which is owned by Goodman Group). Staff is currently finishing up negotiations with the Goodman Group to trade the use of these parking stalls on a permanent basis in exchange for providing The Goodman Group with a permanent drainage easement to utilize the improved storm water ponds with any future development. We do anticipate that these negotiations will be successful, with us removing the \$14,000 fee from the 2020 budget. In its place, we have included a \$2,000 annual fee to contribute towards the maintenance and upkeep of these parking stalls going into the future.

At the same time, we are also working with a non-profit group called The Learning Links of Chaska to make the Par 30 a fully accessible golf course. This would require a redesign of the course, and would not only make needed improvements to our golf course irrigation system, which is necessary to keep this course operating into the future, but would also create the opportunity to help provide more programming opportunities that we feel can distinguish the Par 30 from other Executive Courses and help to increase the play we see there on an annual basis. At this time, moving forward with this project is contingent upon this group completing its fundraising efforts, which would have the City and the Learning Links splitting the estimated \$1.5 million cost of improving the facility. The target of completing the fundraising efforts is the in February of 2020, with the hope to be able to move forward with the improvements on the Par 30 during the summer of 2020. If that were to occur, the Par 30 would be closed for the 2020 season, as well as half of the 2021 season while the turf became established. While we are putting together a budget for the Par 30 should this not occur in 2020, it is the hope that we will be able to move forward with these improvements this summer, which we feel would create a more sustainable future for this golf course facility.

As we have done in past years, we are also continuing to budget \$5,000 toward the course to deal with any course improvements that need to be made over the course of 2019. The main improvement we continue to make is to our irrigation system, maintaining the clock system that runs the irrigation, which is very old and outdated. To replace the irrigation system is estimated to be approximately \$350,000, which is an expense the Par 30 Fund would not be able to afford, although this may become necessary in the future if the system were to fail. If the Learning Links of Chaska project were to move forward, replacement of this irrigation system would be a part of this overall project.

Based on our forecast of revenues and expenses, we are anticipating that if the Par 30 moved forward with normal operations in 2020, that it would have \$49,508 more in expenses than revenues. That is a trend we likely will not be able to break unless we are able to increase rounds, which is what we hope The Learning Links of Chaska project would do.

Below is a summary of the 2020 Par 30 Budget.

	Actual 2018	Budget 2019	Budget 2020	Change	%Change
Green Fees	\$137,405	\$173,000	\$129,700	-\$43,300	-25.03%
Other Fees	\$16,337	\$16,926	\$14,526	-\$2,400	-14.18%
Total Revenue	\$153,742	\$189,926	\$144,226	-\$45,700	-24.06%
Maintenance	\$110,196	\$110,517	\$105,587	-\$4,930	-4.46%
Administration	\$70,571	\$83,294	\$84,067	\$773	0.93%
Merchandise	\$4,823	\$4,040	\$4,080	\$40	0.99%
Other	\$3,941	\$0	\$0	\$0	0.00%
Transfers Out	\$0	\$0	\$0	\$0	0.00%
Total Expenses	\$189,531	\$197,851	\$193,734	-\$4,117	-2.08%
Net Income (loss)	-\$35,789	-\$7,925	-\$49,508	-\$41,583	

Utility Fund Overview

The Utility Fund Budgets are broken down into separate categories for the City's four utilities: water, sewer, electric and storm sewer. The total proposed budgets for these four utilities have been developed based on the following objectives:

- *Providing the necessary resources for each utility to assure continuation of quality services to our customers.*
- *Maintaining water/sewer/storm sewer rates competitive with comparable cities.*
- *Maintaining residential electric rates less than comparable rates charged by Xcel.*
- *Maintaining competitive industrial and commercial electric rates compared with Xcel, while also making sure we maintain a system that provides reliability to our customers.*
- *Minimizing drastic changes in utility rates while at the same time maintaining adequate cash reserves for each enterprise.*

As will be discussed in more detail in the breakdown of the Water Fund budget, the City of Chaska did move forward with making some significant changes to the Water Utility rates starting in 2010, as it was found through a comprehensive Water Rate Analysis that was completed in 2009 that the City's water rates were set significantly lower than what was needed both to fund the future maintenance activities of our existing system, and to fund a portion of the debt service on the new Water Treatment Plant. The study found that over the 10-year planning period, that our Water Fund would be \$7 million in debt if changes were not made to our rate structure in the short term. Over the course of 2010 and 2011 our rates were significantly changed to get the base closer to where it should be. However, because our rates were so low to begin with, these changes were able to be made while maintaining our rates at a very competitive level compared to our neighboring communities.

As you will see in this year's budget for the Water Fund for 2020, we are recommending that we increase our retail rates go up by 5% for the average users of water to make sure that we keep up with inflationary pressures, and do not lose ground on the changes we have been implementing since 2010 and 2011. However, at the same time, we are cognizant of the continued pressure we are receiving from the State of Minnesota to focus more on water conservation, especially with issues some Metropolitan Communities have had with their water supplies.

As will be discussed in more detail in the Water Fund budget below, the trend for Water usage in the City has been going down for the past decade. At the end of 2019, we project that we will have 9% less water used City-wide on an annual basis compared to what was utilized in the community in 2008. This reduction in usage has come from both implementation of our tiered water rate structure, which is designed to reward people who utilize an average amount of water but to charge a higher rate for water usage above the average, and through the evolution of technology that has reduced the overall usage of water usage. Compared to our 2010 study of our water system, we

are currently 40% lower in water usage than what was anticipated to be used by 2018, and the trend continues to look like it will be less water consumption as we move into the future. As a result of this change in usage, the City is currently working on an updated Water Rate Study that will likely result in the City adjusting its tiers for water usage down, as the average usage by our consumers is less than it was when we first started our tiered rate structure. While the average usage in a household used to be approximately 7,000 gallons of water per month, this has gone down to between 4,000-5,000 gallons per month. If our tiered rate structure is going to continue to meet the objective of keeping people conserving water, the tiers will have to be adjusted down to create this economic incentive for conservation.

From a sewer and electric perspective, our rates have remained very competitive over 2019, compared with other municipalities and with Xcel. From an electric fund perspective, our total rates in 2019, including the Energy Adjustment Clause, averaged 7% lower than Xcel for residential customers and very similar compared to MN Valley Electric Cooperative. Xcel and Minnesota Valley are our main competitors. It should be noted that more than half of the new growth we will see in Chaska over the next 20 years in Chaska will be in Minnesota Valley Electric Cooperative's territory, with them holding most of our new Commercial/industrial load. Having their pricing closer to Chaska Electric will become a strategic advantage from an Economic Development perspective as we see more property develop in our Southwest Chaska Area in the future.

We do not see this relationship changing very much in 2020, as Xcel has continued to need to request rate increases from the Public Utilities Commission to address major work they have needed to complete on aging infrastructure, and to address the renewable energy requirements imposed by the State, which are even more stringent than the requirements put on municipal and Co-op Electric Utilities. Xcel recently requested a 15.2% increase over the next 3 years, with the interim rate increase that will go into effect on January 1st being up 4.1%. This will continue to keep our rate very competitive compared to Xcel.

For 2019, the wholesale rate increase from MMPA, the City's Power Agency, is programmed to increase by about 7%, with this change coming in demand rates to the MMPA's members.

Because of this, and the need to cover all of our operational costs, you will see that our budget recommends a 3.5% increase to our Retail rates both to accommodate the wholesale rate increase but also our increasing costs associated with replacing aging infrastructure, and to also be able to accommodate large capital costs we had in 2017 and 2018, including the addition of a necessary substation in our north industrial park, and a new feeder at West Creek Substation to accommodate increased load on this substation. The total cost of these facilities was approximately \$5 million. With this rate increase, we feel that we will still be very competitive.

From a sewer perspective, we do know that our overall bill will go up by 9.9% for sewage treatment at the Met Council's Blue Lake Facility. With our Met Council rates going up, and the cost of providing service also increasing, Staff is recommending that

we see a 5.5% increase in our Sewer retail rates. At the same time, over the past two years the City has been shifting more of the fixed costs for providing our Sewer Service into a monthly service fee. These are expenses our utility has whether someone uses service or not. In 2018, Council did approve a \$4 monthly service charge for the Sewer utility, with half of this being implemented in 2018, as it was, and the other half going into effect on January 1, 2019. It was determined through a study of our Sewer System that this fee does need to get up to \$8 to totally cover our fixed costs through this fee. Staff is proposing that the remainder of this service fee get implemented over the course of the next 4 years, with it increasing by \$1 per year. In conjunction with the retail rate increase, this \$1 increase in service fees (going to \$5 per month) would increase the average user's sewer rates by 7.9% in 2020. It should be noted, as Metro Waste provides treatment services for most surrounding cities, and this treatment is the major cost of sewer service, our rates tend to be similar from City to City, thus keeping us competitive with our surrounding communities even after these changes.

Finally, with the Storm Sewer Utility, activities have continued to increase in this fund, as there are both changing mandates from the State to follow, and heavy rain seasons that have put pressures on our Storm Water System. In 2018, to recognize the increased activities we were having in this fund, and to recognize that the work done in a River community such as Chaska is significantly more than a typical community, the methodology that Staff used to compare Chaska rates changed, with us comparing ourselves to other similar river communities in the State that have similar work load in their Storm Water Fund. We feel that this has created a more accurate base to compare ourselves. Based on this activity load and comparisons to other similar communities, an increase in rates of 3.58% is being recommended for 2020.

Based on the changes that are being recommended, which will be discussed in more detail in following sections, below is a breakdown of what a typical resident can expect for rate increases in 2020. As you will see, based on the recommendations above, the average user would see a 4.5% increase in all their Utility Rates in 2020, which translates into an increase of \$7.46 in increased costs each month for the average household in the community.

	2019	2020	Increase	Increase
Water	\$21.76	\$22.79	\$1.03	5.00%
Sewer	\$33.12	\$35.73	\$2.61	7.90%
Electric	\$99.24	\$102.71	\$3.47	3.50%
Storm Sewer	\$9.79	\$10.14	\$0.35	3.58%
Total	\$163.91	\$171.37	\$7.46	4.50%

Water Fund Budget

As was mentioned above, in 2009, the City of Chaska completed a comprehensive water rate analysis to look at the financial health of this fund. This water rate analysis was needed due to significant issues that were identified in our 5-year financial forecast and our CIP that indicated that the Water Fund would not be able to remain financially self-supporting if changes were not made. The objectives of this Water Rate Analysis included:

- Develop an inclining block rate that meets all the DNR water conservation requirements that are required to be implemented by January 1, 2010
- Develop a base rate that meets all our current operational and debt obligations, especially considering the significant decrease in development experienced at the time
- Develop a rate structure that is competitive with surrounding communities
- Develop an ongoing rate strategy that helps the City maintain a sustainable water system into the future to make sure our existing assets are not being consumed at a higher rate than we are financially replenishing our system

The results of this Water Rate Analysis quantified the issue our Water Fund would face if we continued with our strategy of implementing a 5% rate increase annually for the next 10-years without adjusting our base rate. What the study found was that if we continued with this strategy, that over a 10-year period, the Water Fund would be in deficit \$7 million, not allowing us to have any dollars built up to help support our existing system, nor being able to meet our current operational needs. This was mainly due to both the fact that our water rates were extremely low compared to other municipalities, and because the development slowdown would not allow the City to generate enough resources in Water Access Charges to pay for the debt service of our new Water Treatment Plant.

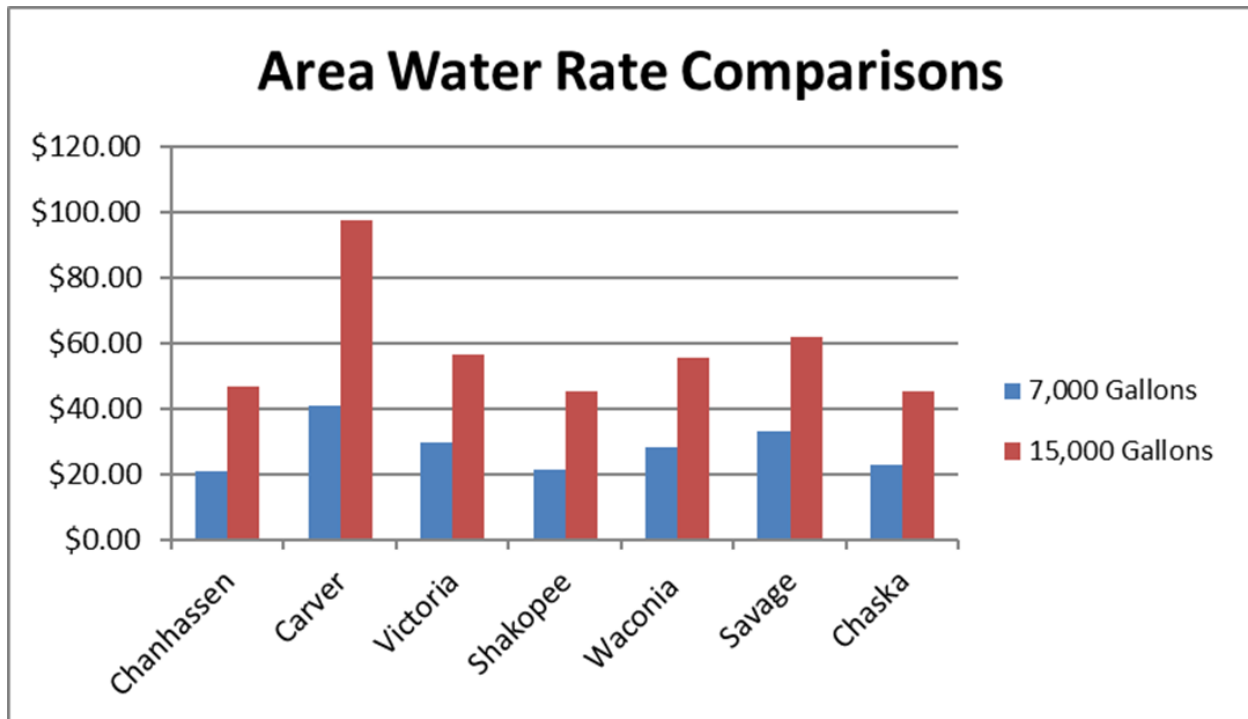
Based on the results of this study, in August of 2009, the City Council did move forward to implement an increase in Water Rates, which was completed in January of 2011. At the same time, the Council did implement the required DNR inclining block rate to promote water conservation, implemented a service charge of \$2.27 per month, and did refinance a portion of the Water Treatment Plant Debt to match up debt service payments more closely with when we feel development will restart. Since this time, we have been recommending rate changes that make sure that we not only do not lose ground on what was implemented as a part of this study, but are more closely tied to the needs we foresee in each of our 5-year financial forecasts. It should be noted that we are currently completing a re-study of our initial 2009 rate analysis to look specifically at what has changed since this initial study, and what things we must plan for over the next decade. We would expect the results of this analysis to be included in any recommendations for the 2021 budget.

Based on our upcoming needs and current costs, Staff is recommending a 5% increase in retail rates in 2020 for all average users of water, with the actual tiered rate structure continuing to be structured the same as it was in 2019.

Specifically, the following is the rate structure that Staff would recommend for 2020 based on a 5% overall increase in rates:

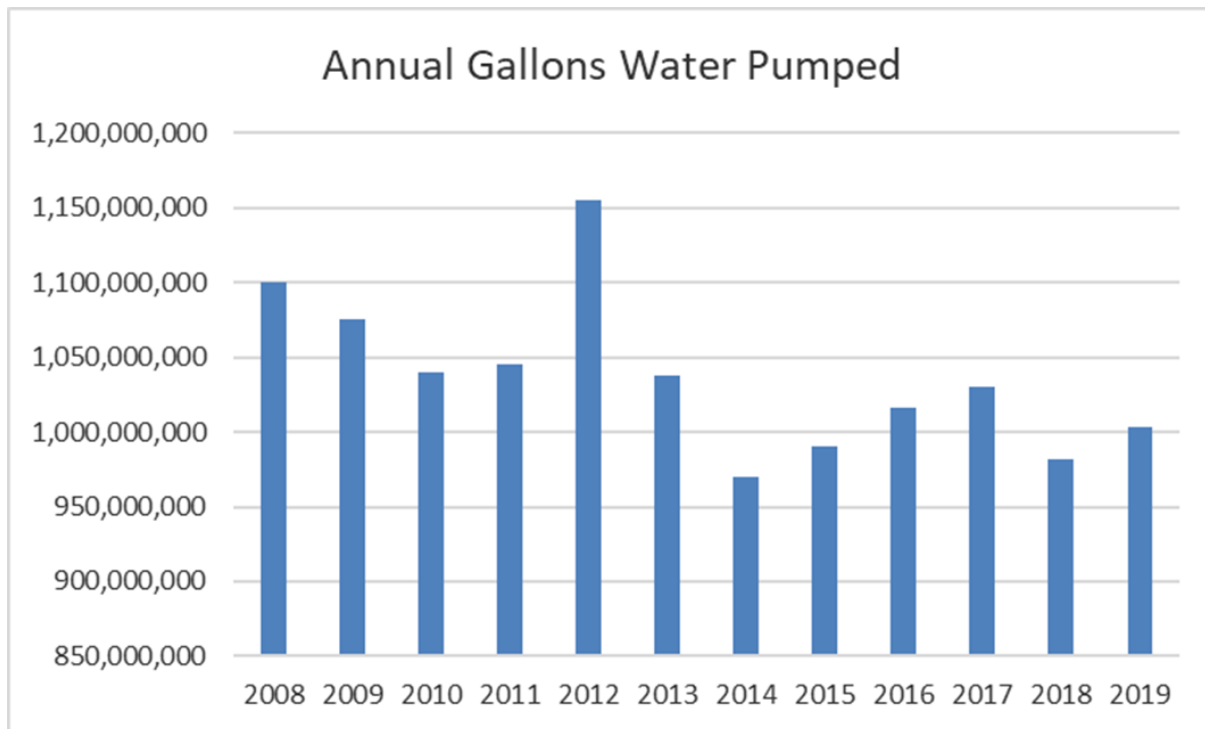
0-7,000 gallons: \$2.69/1,000 gallons (currently \$2.56)
7,001-20,000 gallons: \$2.85/1,000 gallons (currently \$2.71)
20,001-30,000 gallons: \$3.20/1,000 gallons (currently \$3.04)
30,001-40,000 gallons: \$3.71/1,000 gallons (currently \$3.53)
Above 40,001 gallons: \$4.60/1,000 gallons (currently \$4.37)

The chart below shows how Chaska would compare both in the Winter, where we assume the average usage is 7,000 gallons per month for residential uses, and the average summer use is 15,000 gallons per month with the addition of lawn sprinkling. This chart illustrates Chaska's 5% increase and compares it to the other City's 2019 rates without considering any rate changes they may make:



Water Usage Continues to Drop

As mentioned previously, one trend that we have seen in water usage over the past decade is the overall decrease in water usage. As the Chart below illustrates, our water usage in 2008 was \$1,100,000,000 gallons, compared to the usage in 2019 which was \$1,000,000,000 for the year.



This decrease in water usage has come mainly because of technology changes that have made water conservation much easier. This includes technology like low flow plumbing fixtures, as well as “smart” technology in lawn irrigation that only waters the lawn when it needs it.

As we are completing our current rate analysis that we plan to incorporate into the 2021 Water Fund Budget, one thing that we are finding is that the average usage of water per household has dropped from around 7,000 gallons per month down to 4,000-5,000 gallons per month. While the study may not see a need to change the base rate drastically, it is likely going to recommend that we trend our tiers down so that the lowest rate go up to potentially 4,000-5,000 gallons per month instead of the 7,000 gallons per month. This will help ensure that the tiered structure is still meeting its purpose, which is to reward those who utilize an average amount of water and to disincentivize through higher rates the usage of water above average amounts.

2020 Budget

Based on the changes described above, Water Fund Revenues for 2020 are budgeted to be \$3,471,300 compared to the 2019 budget of \$3,471,300, or a 6.75% decrease in revenue.

As mentioned previously, we have continued to see our water usage go down each year, both due to wetter weather patterns that have seen less usage of irrigation systems, but also because of the new technologies we are seeing installed in both residential and commercial business that are designed to reduce the consumption of water. To some extent, our tiered pricing structure has also had some impact on that as well. Because of this, we are projecting a 4.13% decrease in water usage for 2020. This projection in decrease in water usage is due to looking at averages we have seen over the past several years that have shown that water usage has decreased.

The major categories of revenues and expenses in the Water Fund as compared to past years are presented below:

Water	Actual	Budget	Budget	
	2018	2019	2020	% Change
Revenues				
Metered	\$2,910,893	\$3,093,380	\$2,956,300	-4.43%
Other	\$29,112	\$33,000	\$30,000	-9.09%
Transfers In	\$466,964	\$596,000	\$485,000	-18.62%
Total	\$3,406,969	\$3,722,380	\$3,471,300	-6.75%
Expenses				
Pumping	\$220,814	\$362,761	\$365,137	0.65%
Treatment	\$294,744	\$267,140	\$269,812	1.00%
Distribution	\$713,927	\$1,149,739	\$866,835	-24.61%
Administration	\$630,930	\$744,779	\$888,971	19.36%
Depreciation	\$791,340	\$0	\$0	0.00%
Debt Service	\$365,159	\$974,920	\$989,531	1.50%
Tranfers Out	\$66,500	\$56,000	\$76,000	35.71%
Other	\$533	\$0	\$0	
Total	\$3,083,947	\$3,555,339	\$3,456,286	-2.79%

For 2020, we are projecting that we will generate \$2,956,300 in metered sales. This is down 4.43% from the metered sales we budgeted in 2019, even though we are recommending increasing our rates by 5%. So, while our rates may go up, residents may see their typical bill go down because they are tending to have less water consumption from year to year. It should be noted that we are also being very conservative on projecting new Commercial/Industrial growth for 2020, as we do not expect to see our next Industrial Park in SW Chaska come on-line with users until 2021.

Total water expenses for 2020 are programmed to be \$3,456,286. This compares with \$3,555,339 budgeted in 2019. This is a 2.79% decrease in expenditures, with most of this because we have less capital improvement costs in 2020, and because there is fewer pumping expenses due to an overall decrease in water usage.

Our normal maintenance activities are being funded for 2020, including a \$125,000 allocation for restoration of Well #9. This is routine maintenance that we need to do on a regular basis. The new item programmed for 2020 is \$50,000 allocated towards the design work that will be done for the addition of a small Water Treatment facility that will be located at our Well #7 site, just behind Chaska Commons on Hundertmark Boulevard. Currently Well #7 is not connected to our current water treatment facility. It is a highly productive, deep well, that is necessary to help supply the new demand that will be coming on as Southwest Chaska develops. This facility would likely be built in 2023 to meet our demand needs. In addition to this, we also increased our normal contribution to the Street Reconstruction program from \$50,000 to \$70,000. This is due to the additional Water work that will need to be done on the 2020 Street Reconstruction Program.

We will continue having a \$15,000 service fee annually to subscribe to a Software as a System (SAS) solution to our data server storage for our new AMI system. There are no equipment replacement needs in 2020, so there will be no cost allocated towards that in 2020.

Finally, in 2011 the full cost of the Water Treatment Plant Debt service was accounted for through the Water Operating fund at a cost of \$1,263,445. 50% of this comes through our rate revenue with the other 50% coming through a transfer from our Water Trunk Funds, which are supported through development. This continues in 2020, with our payment budgeted for \$989,531.

Personnel Services:

As we discussed at length in the General Fund section of this report, over the past year we have worked to complete a Staffing Analysis to identify where we might have any current gaps in funding. Currently the Water and Sewer staffing consists of the Superintendent, Foreman and seven maintenance employees. The Staffing Study determined that if we were to be a full strength now, that we would have two additional Maintenance Workers shared between the Water and Sewer Department. As part of the implementation strategy of filling this gap over the next 4 years, you will find that we have budgeted for one of these two positions to be added in 2020. This will be funded at a half year for 2020, as the position will not come on board until July 1 but will show as fully funded in 2021 and moving forward.

Based on this budget that is being proposed, we would see a \$15,014 increase in our Fund Balance. This will bring the projected cash balance in the Water Fund to just over \$1.2 million at the end of 2020.

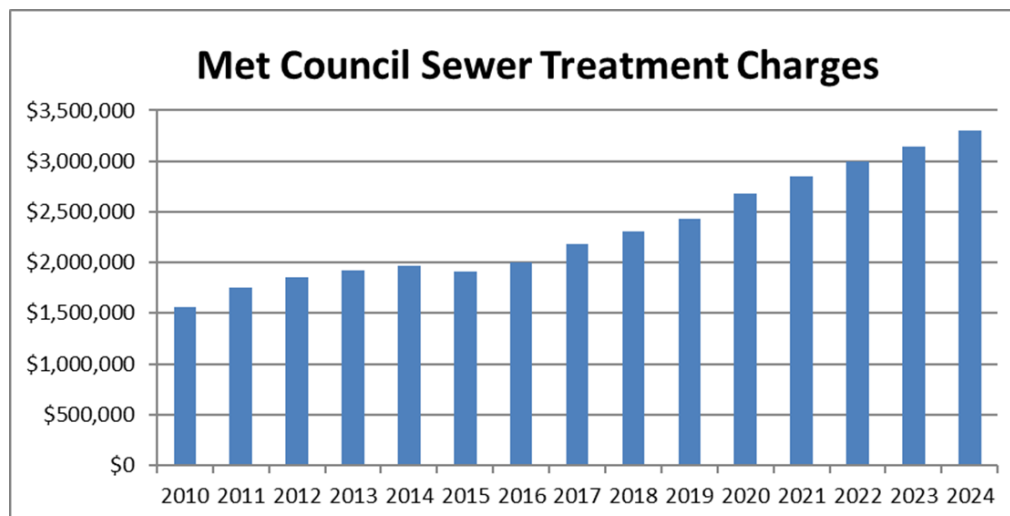
Sewer Fund

Sewer Fund revenues for 2020 are anticipated to be \$4,451,852, an 8% increase over the budget in 2019. The increase in this revenue is coming from the continued implementation of our Sewer service fee, which is scheduled to be increased by \$1 per year through 2023. This is when the total service fee will reach \$8 per month. This fee was established to break out the fixed costs that we have in our sewer service, regardless of whether someone uses their sewer service. With many users not utilizing their sewer or water service during the winter if they go south, we need to have a way to recoup the costs we encounter just to provide this service to a property.

Sales revenue is also going up because of our need to increase our retail sewage rates because of a significant increase to our Metro Waste Fees for 2020. Unlike other utility services we provide, we know at the beginning of the year exactly what we will be charged by Metro Waste in the following year for treatment of our sewer. It is a fixed cost based on past usage of the system. The amount Met Council will charge for 2020 is \$2,675,539, which is an increase of 9.9% from 2019. With this being a significant portion of our costs to provide sewer service, Staff is recommending a 5.5% increase in our retail rates to be able to accommodate for this, as well as other increased costs in our Sewer system for next year.

Metro Waste treats all the sewage for not only Chaska, but each of the Cities in the Twin Cities Metropolitan Service Area. It should be noted that in 2010, we saw Metro Waste rates increasing by 12.91% to Chaska to accommodate for increases they needed to consider for reduced growth in the Metro Area, and the need for Metro Waste to cover existing debt service costs for infrastructure built within the last decade. Since that time, we have seen rate increases from Metro Waste each of the years, ranging anywhere for just over 1% to the 9.9% increase we are seeing for 2020.

The following is a chart illustrating the cost increases we have seen since 2010, and what we expect as we look out over our 5-year planning horizon:



One thing to note as part of our proposed retail rate increase, is because we are currently implementing our Sewer Service Fee, our total rate increase for customers will be 7.9% overall, as it will include both the 5.5% increase in our retail rates, along with the \$1 increase in the Sewer Service Fee. When we started implementing this service fee in 2017, we made a conscious decision to say that we would utilize our reserves to help mitigate the overall impact on customers for the changes we were making, as we knew that long-term implementing the full service fee would be more financially sustainable for the Sewer Fund. We continue to recommend that we utilize that strategy for 2 more years to mitigate the increase our customers will experience with the additional service fee. While this will have us utilizing dollars out of our Fund Balance to do this, we do quickly start to build back up our Fund Balance once the full implementation of our service fee is complete.

Expenses:

Sewer expenses are anticipated to be \$4,682,861 for 2020, an increase of 12% from 2019.

The major improvements scheduled for 2020 will revolve around our regular maintenance activities for Inflow and Infiltration (I and I) and Lift Station schedule maintenance. Our allocation towards improvements in our I and I program for 2020 is \$50,000, with \$10,000 going towards restoration work on one of our Lift Stations. This is maintenance work that occurs on each of our Lift Stations on a regular basis.

Another change to our Sewer Department for 2020 is the addition of one maintenance worker that will be shared with the Water Department. As has been discussed previously, the City of Chaska completed a Staffing Analysis over the past year that helped quantify any gaps that we have in our existing service levels. One of the gaps identified was in our Water and Sewer Departments, where it was determined we are currently 2 positions short within the two department. To help address this, the Water and Sewer Departments have programmed to add this first position in 2020, with the second position coming in 2023, as we are implementing all staffing gap shortages in the City over a 4-year period.

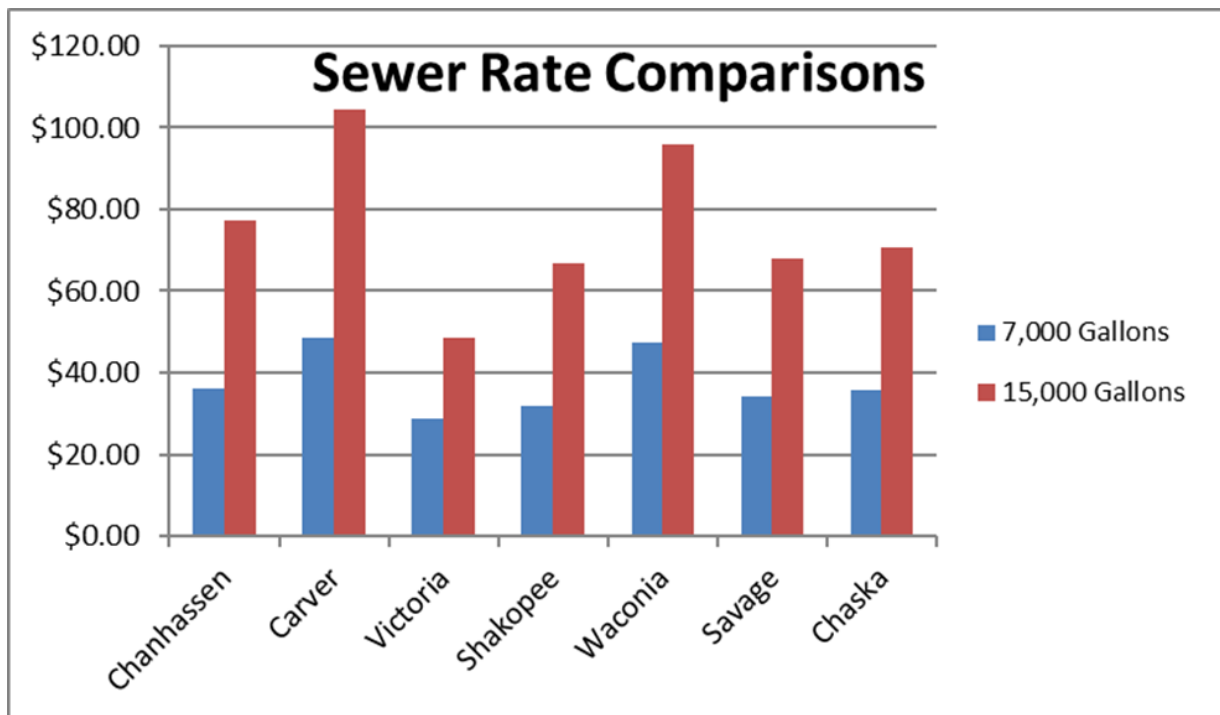
As it has in the past, the Sewer Fund will continue to contribute annually towards our Street Reconstruction Program in Downtown Chaska, as much of the work needed in this area of the community is the complete replacement of our utility systems. While this amount has been \$110,000 annually over the past decade, we are increasing this amount to \$143,000, as there is additional sewer work that needs to be done with our upcoming Street Reconstruction Project with the abandonment of the Yellow Brick Lift Station.

Finally, one final change occurring in the 2020 budget is increasing of our Administrative Fee from the Sewer Fund to the General Fund. This is a fee paid by our Enterprise Fund to our General Fund to pay for services such as Finance, HR, Administration, IT, etc... In the past, we have not charged all our funds a sufficient

amount to cover the services they are receiving from the General Fund, and we have been working to get that to proper levels over the past few years.

For 2020, the only piece of equipment scheduled to be replaced is our Easement Jetting Machine. The cost of this is \$77,000, which is a cost born solely by the Sewer Department as no other department utilize this equipment.

Currently, Chaska's sanitary sewer rates are very comparable to other cities in the metropolitan area, and in the southwest metro area in particular. Metro City sewer rates tend to be very similar from City to City since a significant portion of the monthly bill is based on the Metro Council sewer charges, which are based on the same costs from City to City. Below is a comparison of Chaska sewer rates to other surrounding cities for both winter and summer usage averages:



Based on our total expenditures and revenues, we are budgeting that there is a decrease of \$231,009 in the Sewer Fund for 2020. As mentioned previously, this decrease in Fund Balance was planned to help ease our customers into the new service charge. With this creating a larger percentage increase, we planned the use of our reserves in the short term to lessen this initial impact to residents, with the intent of getting back to our more traditional method of setting rates after 2022 when the service charge is fully implemented.

Below is a chart illustrating our revenues and expenses budgeted for 2020, along with comparisons to the past two years:

Sewer	Actual	Budget	Budget	
	2018	2019	2020	% Change
Revenues				
Metered Sales	\$3,812,169	\$4,118,452	\$4,451,852	8%
Other Revenues	\$198,725	\$0	\$0	0%
Total	\$4,010,894	\$4,118,452	\$4,451,852	8%
Expenses				
Pumping	\$82,681	\$48,571	\$49,056	1%
Treatment	\$2,308,938	\$2,433,857	\$2,675,539	10%
Collection	\$592,018	\$634,293	\$744,711	17%
Administration	\$626,882	\$737,933	\$878,519	19%
Transfers Out	\$126,500	\$116,000	\$116,000	0%
Depreciation	\$112,330	\$0	\$0	0%
Debt Service	\$80,267	\$216,134	\$219,036	0%
Other	\$0	\$0	\$0	
Total	\$3,929,616	\$4,186,788	\$4,682,861	12%

Electric Fund Budget

For 2020, Electric Fund revenues are anticipated to be \$39,762,500. This compares to the \$37,335,400 we had budgeted for revenue in 2019, an increase of 6.50%.

As part of the 2020 budget process, one of the items that Staff has continued to look at is the affect that new large users in our system will have on our overall electric sales, not only for 2020, but for the years included in our 5-year forecast. Over the past several years, we have seen large growth in our electric usage not only because of the additions of large data center facilities in the community, but also because of several existing Industrial customers on the north end of the community expanding. Something we have seen over the past two years is a slowdown in the rate of growth in our electric usage, as there is less Commercial/Industrial land available to develop or expand upon, which has meant fewer C/I projects occurring. We do anticipate that this will change in the future, as the new interchange will likely increase the pace of growth in the SW Chaska Area, although our electric utility will not see growth from this Industrial development, as it is in MN Valley Electric Cooperative's service territory. We do continue to see strong growth in residential development, which we expect will continue over the next several years. Below is a chart looking at our anticipated revenue for 2020.

	Actual	Budget	Budget		
	2018	2019	2020	Change	% Change
Electric Sales	\$41,627,815	\$37,323,400	\$39,750,500	\$2,427,100	6.50%
Other Revenue	\$89,564	\$12,000	\$12,000	\$0	0.00%
Total Revenue	\$41,717,379	\$37,335,400	\$39,762,500	\$2,427,100	6.50%

To develop our 2020 revenue budget, we did utilize the following assumptions:

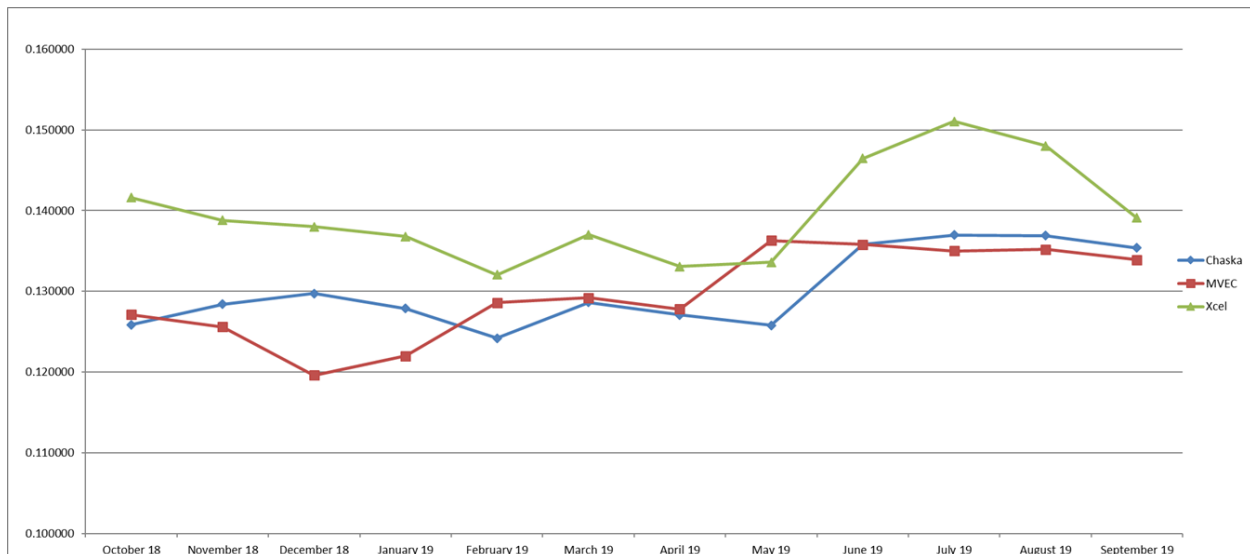
- Total retail rate increase increases of 3.5% in 2020 to accommodate for the wholesale power cost increase and capital improvements needed on our aging infrastructure.
- Sales increases in 2020 of 3.45%
- A total of 120 residential units added in the community over the year
- Continued Economic Development activity will drive our overall sales up
- Normal weather
- Increase in wholesale power cost from MMPA of 7%, with that rate increase coming in our demand charges

The City's objective is to maintain electric rates that are competitive to Xcel Energy. As we have seen over the past 12 months, Chaska's residential rates have compared well to this market. Looking at 2019, we did see total bills for residential users that averaged 7% lower than Xcel, and approximately equal to Minnesota Valley Electrical Cooperative.

It should be noted that Xcel just requested a 15.2% increase from the Minnesota Public Utilities Commission that would come over the next 3-years. During the interim period

when this is being considered for approval, Xcel will be moving forward with a 4.1% increase starting January 1st. In this respect, Chaska can expect to be significantly lower than Xcel going into the future. As Mn Valley will serve the future Industrial Area of our community, having our pricing be closer to theirs will be strategically a good position to be in.

Much of MMPA's ability to keep lower pricing than Xcel can be attribute to stable Natural Gas market. MMPA currently has most of their assets that are Natural Gas burning, which has resulted in lower costs, and has been able to attain grant financing to support our required renewable energy projects such as Oak Glen Wind Farm, the Hometown Bioenergy Project in Le Sueur, as well as other wind and solar projects we have brought into MMPA's portfolio, which has the energy from these sources priced very competitively. Xcel has continued to have to seek rate increases to support both their capital improvement projects due to aging facilities, and new renewable energy projects. Below is a graph showing our total residential bill compared to Xcel and Minnesota Valley in 2019:



Electric Fund expenses for 2020 are projected to be \$39,748,088 compared to \$38,139,636 in 2019, for a total increase of 4.22%. There are two primary factors driving expenses for 2020.

The first primary cost factor in our electric utility is the purchase of wholesale power from the Minnesota Municipal Power Agency. For 2020 we are anticipating that the Agency's wholesale will effectively go up by 7%, with this coming on the demand charge. Based on projected wholesale power rates, but also the usage we project, we are anticipating that our total wholesale power costs for 2020 will be \$25,991,000 compared to the budget of \$25,055,000 in 2019, or a total increase of 3.74%. With it's tie to the sale of Electricity, this also has the impact of affecting our Franchise Fee generated, which is expected to go up \$99,000 because of an increase in sales.

A second factor increasing the increase in expenditures for 2020 comes in the Transmission/Distribution line item in the budget. A major expense in this area is the purchase of a replacement bucket truck for \$145,000. This is a piece of equipment that is due to be replaced in 2020 as part of our Equipment Acquisition Schedule.

In addition to this, there is approximately \$600,000 programmed for System Improvement work in 2020. With the completion of our AMR System installation in 2015, just like in our Water and Sewer utilities, we have continued with Software as a Service (SAS) server solution to be able to store all new data available off our new system. This has a \$15,000 annual cost to the Electric Utility.

Finally, it should be noted that from a Personnel Standpoint, we do not have any positions being added in 2020. However, we do have two long-term absences in our Electric Department that we continue to fully fund in this budget. We will be using these resources in 2020 to bring in temporary seasonal help to manage the workload of these absences.

As the electric industry becomes more competitive, it is imperative that the City works closely with the power agency to assure that we are purchasing wholesale power at competitive rates. As we are seeing with the need for Xcel to raise their base rates again, and with their aging infrastructure that will need to be replaced in the future, it does appear that the agency will be well positioned to meet the needs of the City in the foreseeable future, while at the same time maintaining competitive rates.

At the same time, the Agency is positioning itself well to address the State's Renewable Energy Requirements initiatives, which will require us to have 25% of our energy generated from renewable sources by 2025. The Agency opened its Oak Glen Wind Farm in November of 2011, in South Central Minnesota, helping us to meet these initial requirements. This is a 42 MW generation facility and helped us meet the 2012 requirements of the State mandates in renewable energy. The Agency also now has its Hometown Bioenergy Park in Le Sueur, MN, with this facility generating 8 MW of electricity using silage decomposition to support the generation of electricity. The Agency recently opened a Solar generation facility in the City of Buffalo and is now looking at purchasing into other Wind Farm facilities in the State. It should be noted that our residents do have the option now of purchasing up to 100% of their energy from renewable sources by paying an additional \$3 per month. We currently have 569 customers choosing to do this, which represents a 6.2% penetration of our residential market. Chaska currently leads all MMPA communities in the usage of this program.

The projects that were developed by the Agency were assisted through Federal Grants, helping keep the price of electricity generated from these plants competitive in the market. Work is continuing with the Agency to look at how we most cost-effectively meet our renewable requirements while continuing to keep our wholesale prices competitive. As the Agency works on this, they are also looking at how we continue to diversify our assets to make sure we have our renewable energy coming from several different sources.

Personnel:

Currently we have eleven line workers, along with our Electric Director, Assistant Electric Director, General Operations Manager, a Foreman, and Technical Support Staff serving this division. As mentioned previously, for 2020 we do not see any additions to the Staff in this department, although we will be utilizing existing resources to utilize seasonal temporary workers to fill in for two long-term absences we are currently experiencing.

A transfer of \$100,000 is programmed from the Electric Fund to the Community Center as we have done in the past. This transfer is consistent with the funding program for the Community Center and is reflected in the Electric Fund. In addition to this, there will be an additional \$150,000 transfer to the CCC, which will help fund a portion of the new Community Center CIP program, and a \$180,000 contribution going towards the debt service of The Lodge Addition at the CCC. It is planned that we would continue to see all of these dollars going into the CCC in the future to assist with any new debt service as the bonds on The Lodge and our CIP program are paid off and we need to do additional improvements within this facility.

Finally, as was discussed earlier as part of the Firemen's Park Redevelopment and future large-scale community projects such as the City Square West Redevelopment, a "Community Building Fund" was created to help support development of large-scale community building projects in Chaska approximately once every decade, while also considering the depreciation costs of these projects within this "Community Building Fund". While there are multiple sources of funding for this Fund, it is being recommended that \$1,000,000 continue to be budgeted annually from the Electric Fund to support this fund, to support the debt service for these projects being developed. In addition to this, in 1997 the City adopted a financing plan for the new Fire Station, including an annual transfer of \$300,000 from the Electric Fund to the Fire Station debt service. This debt service ended after 2015. It is being recommended that we continue to budget these dollars but move them into the "Community Building Fund" now that the Fire Department Debt Service is fully paid, making our total contribution to the Community Building Fund be \$1,300,000 annually going into the future. The hope with this fund is to utilize the Electric Fund like we have in the past to help support significant projects in our community, but to put some limitations around this so that it is limited to the funds we dedicate to this "Community Building Fund" and not just address projects on a case by case basis. This will help make sure that we are also not taking our focus off the most significant responsibility of the Electric Fund, which is to provide reliable electric power to our customers across the City at a reasonable cost.

Debt Service:

The Electric Fund as Debt Service payments for two projects it has completed within the past few years. The first is for the construction of the West Creek Substation for \$230,000. This was financed in 2020 and goes for 20 years. The second was for the construction of the new North Industrial Substation as well as new switch gear at West Creek Substation. Both projects were completed to increase both capacity and reliability of our electric system, especially as we are seeing growth in usage from our existing Industrial customers on the north end of the community. This debt was sold in

2018 and goes for 20 years. The annual debt service payment for this is approximately \$500,000 per year. Finally, there is two years left of debt service on the original construction of the Minnesota River Substation, which occurred in 2001. This has an annual debt service payment of just over \$90,000.

Based on this, the following would be the expenditures for 2020:

	Actual	Budget	Budget		
	2018	2019	2020	Change	% Change
Purchased Power	\$28,654,423	\$25,055,000	\$25,991,000	\$936,000	3.74%
Trans/Distribution	\$1,670,302	\$2,626,451	\$2,964,193	\$337,742	12.86%
Load Conservation	\$555,060	\$681,434	\$663,974	-\$17,460	-2.56%
Admin System	\$2,255,727	\$2,977,844	\$3,099,452	\$121,608	4.08%
Admin Billing	\$457,036	\$394,093	\$418,255	\$24,162	6.13%
Franchise Fee	\$3,820,670	\$3,899,000	\$3,998,000	\$99,000	2.54%
Depreciation	\$1,131,126	\$0	\$0	\$0	0.00%
Debt Service	\$361,432	\$833,814	\$827,214	-\$6,600	-0.79%
Transfer	\$1,375,175	\$1,672,000	\$1,786,000	\$114,000	6.82%
Other	-\$678,332	\$0	\$0	\$0	0.00%
Total	\$39,602,619	\$38,139,636	\$39,748,088	\$1,608,452	4.22%

Based on the budget as proposed, the Electric Fund would increase its overall fund balance for 2020 by approximately \$15,000, putting our fund balance at approximately \$2.2 million by the end of 2020. It should be noted that based on projections, we would see this cash balance grow to be close to \$4.0 million by 2024.

Storm Water Fund Budget

In 2008, the City of Chaska created, by ordinance, a Storm Water Utility Fund to address the growing requirements of managing surface water runoff throughout the community. With the implementation of new MS4 Storm Water Management requirements at both the State and Federal level, the City of Chaska, along with other communities across the country, needed to look at their surface water management practices differently, and generate the resources necessary to complete all requirements of the new laws. Up until the point of creating a separate Storm Water Utility Fund, any activities that the City of Chaska completed with Storm Water Management were completed by the Public Works department utilizing General Fund resources. With the new statutory requirements, it was apparent that these resources would not be enough to complete all necessary activities.

As the City of Chaska established our Storm Water Utility Fund, the City identified several objectives to complete in this newest Enterprise Fund, including:

- Provide the necessary resources for the Storm Sewer Fund to assure continuation of quality services to customers
- Maintain rates comparable to other cities, while at the same time generating adequate cash reserves for replacement of existing capital, necessary maintenance on our system, and for emergencies
- Meet all the new MS4 requirements for Storm Water Management, addressing changes in the requirements as they occur
- Assume that major capital additions to the collection system are not financed from rate revenue (these are financed through Trunk Funds paid through development)
- Move all Storm Water Management activities out of our General Fund, treating the management of our Storm Water System the same financially as our other Utility Enterprise Funds (i.e. Water/Sewer and Electric)

In 2008 when the Storm Water Utility Fund was created, the City identified all of the work that needed to be completed as part of the Storm Water management activities, to develop an estimate on what all of the work would cost on an annual basis, and what future costs would likely be for replacement of infrastructure in our system as it became deteriorated. From this estimate of present and future costs in our Storm Water system, the City developed a rate structure in 2008, charging residential property owners \$3 per month based on each residential parcel that they owned, and attributed a per acre fee to those Commercial/Industrial and undeveloped properties in the City, based on what each of these parcels was contributing for surface water to our overall system. Some of the major operations that these fees helped to fund included:

- Completing certification and maintenance of Chaska's Flood Control System
- Completing maintenance of our Storm Water treatment ponds across the City
- Completing Street Cleaning to keep surface water runoff as clean as possible

- Maintaining our ravine systems throughout the City
- Completing our MS4 reporting and maintenance requirements
- Monitoring development activities to ensure Storm Water runoff and treatment requirement both during construction and after development completed

With the Minnesota River Flood Control system, and the many ravine systems around the community, Chaska's Storm Water Management activities are often more complex than non-river communities. This especially became apparent during the early summer of 2014, as we experienced significant rains in a short period of time. While we did experience some localized issues in our Storm water system, which the 2015 budget addressed, our system in general worked very well, demonstrating the need to have a well maintained and properly functioning system. However, it also helped expose what work needed to be done in the future to address increasing intensity of rain events to be prepared to protect the community.

2020 Revenues

When the initial fee was established in 2008, this fee was based on estimates that were developed to help complete each of the activities listed above. It was the intent that once we had the Storm Water Utility Fund fully up and running that we would come back and review our fee structure to determine if it had been set at the proper level. In 2012 it became clear that not only was our rate set too low to accommodate all of the activities that needed to be completed in this Fund and with future maintenance expenses, but that we were also very low compared to many of the surrounding cities who also have a Storm Water Utility Fund.

Based on what our actual costs are for Storm Water Management activities, and based on our low position in the cost of our Storm Water Fee, in 2012 it was approved to go up by \$1.50 per month, bringing it to \$4.50 per month, still below the area average. In 2013, this rate went up by \$0.25 to a total of \$4.75 per month. In 2014, this rate went up an additional 6%, which brought the total fee up to \$5.04 per residential lot, and in 2015 this rate went up by 6% to a total of \$5.35/month. Finally, in 2016 it was brought up to \$5.68 per month, even though the average for similar communities around the area was \$6.35 per month. In 2017, we did bring the monthly residential rate up to the area average, which was \$6.35 per month.

Based on continuing increases in the amount of Storm Water Work that municipalities are now required to take on, and especially because of large projects we will need to continue to undertake to deal with the storm water issues we did experience during the large rains of 2014, we have continued to realize that the activities that we thought were one-time activities to address the issues coming out of the summer of 2014, we are now realizing are activities that we will likely never see go away, as there are significantly more issues to deal with in the area of Storm Water being a river community with a flood control system, and many bluffs running down to the Minnesota River.

During the budgeting process for the 2018 budget, we did begin to realize that as we compared our rates to other cities, that we were likely not comparing ourselves to the right communities to truly give an "apples to apples" comparison of the work we

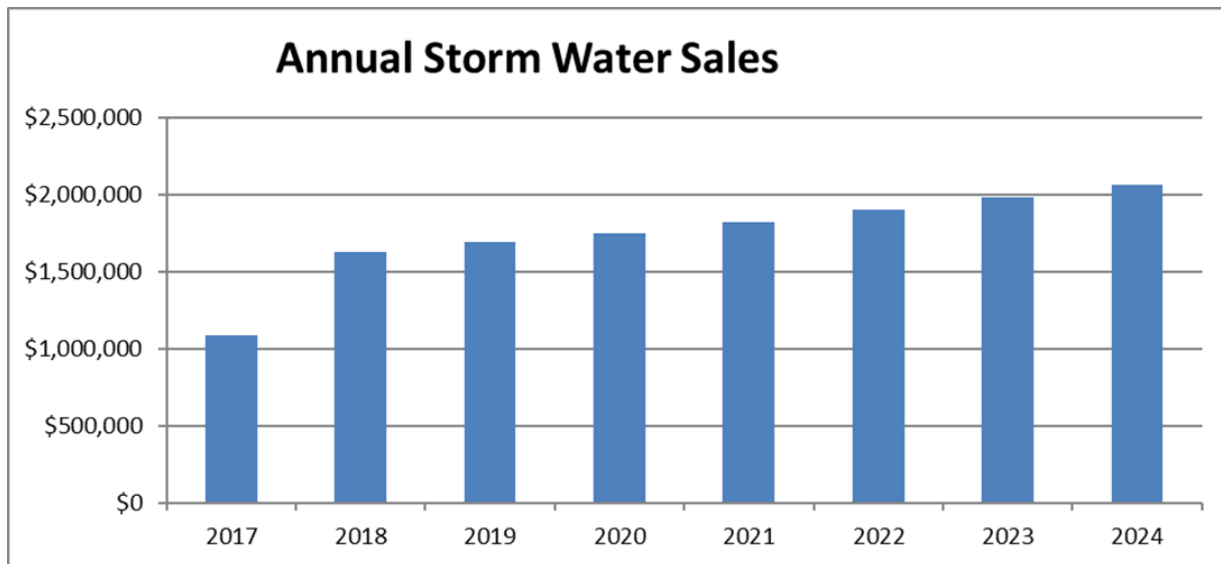
actually needing to undertake. While we always had looked at the surrounding communities as a comparison, we realized it was probably more important to compare ourselves to other Cities with similar types of Storm Water services that needed to be provided if we were to truly set our rates at the right amount. We used these comparisons, along with a projection that if we did not increase our rates that we would find ourselves in a \$900,000 deficit over a 5-year period with the work that we needed to complete, to establish our new base rate of \$9.50 per month. We adjusted off that rate in 2019 to bring our current rate up to \$9.79, which was less than the average of our comparable cities.

Below is a survey of 2019 monthly rates of the cities around the State that we feel our service requirements compare more accurately to, which have similar circumstances and types of systems to maintain:

Eden Prairie	\$15.10
Moorhead	\$10.21
Shakopee	\$7.80
Carver	\$9.26
Edina	\$11.60
Waconia	\$12.65
Eagan	\$10.00
Red Wing	\$11.50
Winona	\$5.81
Chaska	\$9.79
Average	\$10.44

As can be seen above, the average of these communities is at \$10.44 per month per residential unit. Based on our needs in the system for the upcoming year, along with comparing to these other communities, Staff does feel that the rate needs to go to \$10.14 per residential unit per month, which would be a 3.58% increase for 2020. This rate increase meets our needs for the upcoming year and keeps us lower than the average of these other community's 2019 rates assuming they have no change.

Based on this new rate, and assuming we would need approximately a 4% annual increase to keep up with our needs over the next 5-years, the following chart illustrates what would happen during the 5-year period with anticipated Storm Water Sales:



2020 Expenditures

Within the Storm Water system, there are really two distinct types of activities that occur. There is the day-to-day maintenance of our Storm Water system, and there is the inspection and reporting work that is required as part of the MS4 changes. In 2015, we also added one other category to this work, which is system improvements that need to be completed to address issues what became apparent during the 2014 heavy rain and flooding event.

From a maintenance perspective, the City of Chaska does utilize our Public Works crew to support the maintenance activities of the fund. The time that they put into Storm Water maintenance functions is charged directly back to the Storm Water Fund. One change that we first saw in 2013, and will continue to see in 2019, is the addition of significant work for maintenance of our Flood Control Levy system. In 2012, the Army Corp of Engineers went through an inspection process to re-certify our levy. This inspection included new standards for levy maintenance that were not in affect at the time our Flood Control System was completed in the mid-1990s. One component of the work identified is the annual Rock Channel Weed/Brush control program. This is a program we will have to complete each year and adds approximately \$10,000 annually to expenditures in our budget.

The other major maintenance work needed will be the regular maintenance schedule of the storm water ponds we have scattered throughout the community. For this, we have \$50,000 allocated annually. This was a change we first implemented in 2015, and will be an on-going program, just as the Rock Channel Weed/Brush control program.

Another maintenance activity comes through the maintenance of our Storm Water system as part of our Street Reconstruction Program. To support these activities, the Storm Water Fund has contributed \$200,000 annually to the Street Reconstruction program. In 2020, we are programming this to go to \$223,000 to accommodate bridge replacement work that will occur on the Beech Street Bridge as part of this upcoming summer's identified street reconstruction project.

To be able to address the ever-increasing areas that we need to address through our Storm Water system, the budget includes an \$80,000 allocation toward storm water system improvements. As we look at the necessary activities coming up over the next several years, it will include not only the replacement of the Beech Street bridge but also the 6th Street bridge as we complete that street reconstruction project.

The only other additional purchase in the 2020 budget is the replacement of a Track Skid steer for \$45,000. This is something that is due to be replaced as part of our annual equipment acquisition schedule.

The functions of inspections and reporting are mainly completed through our Engineering Department and through contract Engineering services. While the position was budgeted for and hired in 2019, it should be pointed out that we now have a Storm Water Coordinator position that has been added. This has helped take workload off our City Engineering Department as it relates to other areas of our City but has also helped us have more dedicated personnel towards dealing with the planning and reporting on our MS4 requirements with the State.

There are no additional Staff changes proposed for 2020. It should be noted that in our City-wide Staffing study that the Storm Water Department was determined to be short one maintenance worker position. As this is a 4-year plan to fill our current staffing gaps, this position is not planned to be brought on board until 2022. Based on the changes to our rate structure and our planned projects for 2020, below is a breakdown of the revenues and expenditures for 2020:

	2018	2019	2020		
Revenues	Actual	Budget	Budget	Change	% Change
Storm Water Fees	\$1,577,415	\$1,670,900	\$1,755,200	\$84,300	4.80%
Other	\$228,742	\$207,768	\$206,186	-\$1,582	-0.77%
Total	\$1,806,157	\$1,878,668	\$1,961,386	\$82,718	4.22%
Expenditures					
Transfer Out	\$200,400	\$200,000	\$223,000	\$23,000	10.31%
Transmission/Distribution	\$387,830	\$969,730	\$839,464	-\$130,266	-15.52%
Administration	\$321,389	\$328,906	\$573,326	\$244,420	42.63%
Utility Billing	\$49,774	\$23,187	\$23,420	\$233	0.99%
Capital Outlay	\$0	\$0	\$0	\$0	0.00%
Depreciation	\$172,867	\$30,000	\$30,000	\$0	0.00%
Debt Service Support	\$62,586	\$194,522	\$196,197	\$1,675	0.85%
Other	\$144,967	\$194,522	\$0	-\$194,522	
Total	\$1,277,227	\$1,746,345	\$1,885,407	\$139,062	7.38%

The Storm Water Fund is budgeted to add to our Fund Balance in 2020 by \$75,979, increasing the Fund Balance to approximately \$300,000 by the end of 2020. During the 5-year period we do anticipate growing the Fund Balance in 2021 and 2022. When we get into 2023 and 2024 we will have to pay particular attention to our rates as we do in those years start to build back in general improvement activities in our Storm Water Fund to \$200,000 annually which could decrease the Fund Balance if we do not set rates correctly.

Curling and Event Center Fund Budget

In 2015, the City of Chaska completed the redevelopment of Firemen's Park, and the Block 6 corner at the northwest intersection of Highways 212 and 61. This project was first identified in the Downtown Master Plan as a catalyst site, with the main objective of the redevelopment to create a destination in Downtown Chaska to drive more resident and visitor traffic into our downtown commercial district.

While the redevelopment included the entire renovation of Firemen's Park on the south side of Firemen's Lake, and Veteran's Park on the north side of the lake, and the addition of the Curling and Event Center building, the Curling and Event Center were set up as a separate Enterprise Fund, separate operationally from the Park, and run very similar to our other recreational Enterprise Funds including the Community Center, Town Course and Par 30. While the Curling and Event Center (CEC) and Firemen's/Veteran's Park functioned as one project, the CEC runs as a separate Enterprise Business with its own operational budget.

While the overall goal of the CEC and the Firemen's/Veteran's Park redevelopment was to help attract more people and activity into our historic downtown commercial district, the Curling and Event Center did identify key objectives to determine the success of this facility, including:

- Provide the necessary resources for the CED Fund to assure continuation of quality service to our customers, including providing a world-class curling facility
- Utilize the facility's amenities and newly renovated Firemen's Park, to attract people into downtown Chaska as a destination location
- Promote community gathering and interaction, with an emphasis on creating a variety of programs and services to draw people to this location throughout the year
- Be operationally self-supporting with no property tax support
- Reinvest back into the facility to keep it in good condition for future generations
- Work to build a cash reserve in the CEC Fund to support future maintenance and improvements

As a facility, the Chaska Curling and Event Center has three main components in the building, including the 300 seat Event Center and catering kitchen, the facility restaurant/bar, and the 6-sheet Curling Facility. All three of these components are tied together by the Great Hallway, which contains displays to help orient visitors to the history of Chaska and the businesses and organizations that currently make up the community. From an operational standpoint, the City of Chaska owns the entire facility, operating both the Event Center and the Curling Facility. The City of Chaska leases out the restaurant space to Crooked Pint, a restaurant that was chosen through an RFP process as the facility was being planned. The relationship with the restaurant in the CEC is very similar to the structure and relationship we have between the Chaska Town Course and the restaurant operator in the Clubhouse, who leases this space from the City based on a revenue sharing agreement.

2020 Revenues

As indicated previously, one of the main goals of the CEC Fund is to make this fund an operationally self-supporting entity. While the Debt service for the construction of the facility itself is supported by our "Community Building Fund", which derives its revenues from multiple sources including the Chaska Electric Fund, the Economic Development Authority and our expiring TIF District #4, the CEC is meant to support all of its own operations including Staffing, maintenance, utilities and programming.

There are four main sources of revenue for the CEC, including:

- Restaurant Lease Revenue
- Curling Membership and League Fees
- Event Center Rental/Event Center Food Alcohol Sales
- Corporate Curling Events

I will spend some time discussing each of these revenue sources in detail below.

Currently, the CEC has a lease with Crooked Pint Restaurant to operate the restaurant within the building. Crooked Pint was chosen as the vendor for the restaurant service after going through an RFP process while the facility was being developed. As part of our lease, the Crooked Pint is responsible for providing all food service within the facility, Staff, inventory, Point of Sales system and liquor license. While the Crooked Pint is not the exclusive provider of food service within our Event Center, they are the sole liquor license holder for the entire CEC building, and are the only vendor allowed for alcohol sales in the entire building. We structured it this way to make sure that we dealt with any potential liability issues relating to alcohol sales.

The Crooked Pint lease is currently structured so that lease payments are made based on a percentage of all gross sales in the building. Specifically, their lease is based on 7.5% of all food sales, and 10.5% of all alcohol sales. In 2019, the amount generated from this lease is on track to be \$400,000, with it being budgeted at \$428,000. While it is slightly slower than when it first opened, it has continued to perform at a much higher level than we had initially projected, which helps us meet both our goal for attracting more people and revenue to the facility. For 2020 operations, we are budgeting this number to be \$411,000, with us seeing potential for more growth in the Event Center banquet opportunities, especially throughout the weekdays, which tends to be the Event Center's slowest times.

The second major source of revenue is Curling Membership and League fees. In the 2016-2017 season, the CEC had over 1,200 members of the facility, and was considered the largest curling facility in the Country by membership. For the 2017-2018 season, the facility was at approximately 950 members, and ended up matching the first year for league and membership revenue. For the 2019 season, we increased the number of members to 974 members and the Leagues continue to be full through the heart of our two Winter seasons. It should be noted that we currently have 78% of our members or are non-residents, with 22% being residents. This is higher than the 75% non-residents we had in the 2018 season. In this sense, this facility has helped attract out

of town visitors to our downtown area on a weekly basis, which was a major objective of this overall project. We budgeted \$460,000 for Leagues and Membership in 2019. With membership fees increasing this fall, we expect to see this number go to \$498,000 in 2020.

New members are typically captured in the Spring as we have some different curlers during the Summer Sessions. Of our members, over 900 currently participate in League play, which occurs Sunday-Friday evening, with between 2-3 leagues per evening. These leagues have all levels of players involved from the beginners and mixed leagues to both men's and women's leagues. The annual membership cost for a resident is \$102 for adults, \$38 for Youth. Our non-resident fee is \$120 for Adults, \$45 for Youth. This fee provides members access into the facility to play throughout the year. Leagues cost \$400 per team, which breaks down to between \$80-\$100 per team, depending on how many players a team rosters.

We did change the rates prior to the beginning of the Winter 1 season, which will carry over into 2020. It should be noted that as part of a membership fee, each member also becomes a member of the United States Curling Association, which brings with it benefits including a subscription to their quarterly magazine. Being members of the USCA also makes our facility eligible to host larger bonspiels and has allowed us to be classified as a National Training Center for the USCA's High Performance Athletes. We recently extended our contract with the USCA to be a High-Performance Training Center through 2022, which does take us through the next Olympic cycle. Based on that, the revenue for 2020 in Membership and Leagues would be \$498,000.

The third major source of revenue in the CEC is from the Event Center itself. For the event center, we generate revenue off both the rental of the room for events, as well as from the sale of food and alcohol in the facility. For the room rental, we have groups renting the facility for anything as big as weddings, class reunions and Senior Proms, to renting it for non-profit fundraisers. Depending on the day, fees can be as low as \$400 for 4 hours on a Sunday-Thursday block, all the way to \$1,600 for an 8-hour block on a Saturday for non-residents.

It should be noted that the City Council did set up a Scholarship Fund with \$12,000 annually to help support non-profits with their fee for the use of the facility. Having completed a survey of similar facilities in the area, we do think that this fee remains very competitive. We will have to keep an eye on them moving into the future to make sure that we are not too cheap compared to similar area facilities. At the time, we also are trying to increase usage of the facilities during the week. While weekends are typically always pre-booked, weekdays have continued to be a challenge we will be working on over the next year. Moving into 2020, the following chart illustrates the new rate structure we would be going to:

Friday	2019 Resident	2020 Resident	2019 Non-Resident	2020 Non-Resident
8 hour minimum	\$1,000	\$1,100	\$1,200	\$1,300
Saturday				
8 hour minimum	\$1,250	\$1,350	\$1,500	\$1,600
Sunday				
2 hours	\$150	n.a.	\$200	n.a.
4 hours	\$300	\$400	\$375	\$475
8 hours	\$550	\$650	\$675	\$725

As mentioned previously, all alcohol sales for the Event Center are required to go through the Crooked Pint restaurant, as they are the liquor license holder for the entire facility. We receive 10.5% of all alcohol sales in the event center as we would in the restaurant. Users of the facility can utilize whatever caterer they want to for their event, with the caterer's fee being equal to 17% of their gross sales for outside vendors and a 12% fee for use of the Crooked Pint. The reason for this difference is because outside caterers are provided with the full caterer's kitchen as part of their package, and it takes more staff resources to be able to manage the outside vendor.

Our total revenue for 2019 in the Event Center is on track to be \$120,000, with its budget being \$148,000. For 2020, we are continuing to budget \$152,440 as we will have the new rates fully implemented, and we will be working on strategies to fill weekday spots.

Finally, our last source of revenue for the Curling facility is through Corporate Events in our Curling Facility. Our Corporate Events are booked on weekday afternoons within the Curling Center, and include the use of the Curler's Lounge in the front of the rink for business meetings and lunch, with a Learn to Curl session, complete with instructors, provided for the participants as a team building event. These Corporate Events have been very popular, with several afternoons per week booked for these events. The fee for these Corporate Events is \$45 per person. If a corporate event is held on the weekend, the fee is \$50 per person. Food is something that is provided separately from Crooked Pint, but they can order and be served directly in the Curler's Lounge Space. The total revenue generated for this service in 2019 is on track to be \$218,000, which is what was budgeted for 2019. We are continuing to budget \$218,000 for 2020 as we see the demand for this service continuing.

The final revenue source we have coming in is \$1,587,477 from the Community Building Fund to support the debt service on the construction of this project.

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Based on this, the total revenue for the Curling Center for 2020 is budgeted to be \$2,850,758, which is a 0.61% increase from 2019 which had \$2,833,545 in total revenues budgeted.

Below is a chart reflecting the actual revenue number for 2018, as well as the budgeted revenue for the 2019 and 2020 budget year. One thing that you will note is that we do have the transfer coming in from the Community Building Fund for debt service on the project. This is reflected in this fund as this is where we pay the debt for this project.

Revenues	Actual 2018	Budget 2019	Budget 2020	Change	%Change
Event Center Rental	\$111,744	\$148,000	\$152,440	\$4,440	3.00%
Curling Center Leagues/Memberships	\$472,590	\$461,158	\$493,581	\$32,423	7.03%
Corporate Curling Events	\$252,378	\$218,000	\$218,000	\$0	0.00%
Restaurant Lease	\$431,957	\$428,000	\$411,060	-\$16,940	-3.96%
Community Fund Transfer (Debt)	\$1,594,230	\$1,590,287	\$1,587,477	-\$2,810	-0.18%
Other Revenue	-\$42,764	-\$11,900	-\$11,800	\$100	
Total Operating Revenues	\$2,820,135	\$2,833,545	\$2,850,758	\$17,213	0.61%

2019 Expenditures

From an expenditure standpoint, there are two main types of expenses that we have within the Curling and Event Center. The first expense that we have is with Staffing as it relates both to scheduling and programming of the facility, as well as on-going and daily maintenance of the facility. The second major expense is with the day-to-day operational costs such as cleaning, utilities and on-going maintenance of mechanical systems within the building.

From a staffing standpoint, we currently have 4 full-time employees within the CEC facility office, 1 full-time employee for custodial care of the building, as well as some part-time help to staff the front desk and to put up and tear down equipment for different events happening within the CEC. It should be noted that as part of the 2017 budget, we did bring the function of custodial care in-house with the addition of a full-time staff member, as opposed to the contracted service that was provided when the facility was first opened. By adding that position we were able to more cost-effectively provide this service and do it to the unique service standards we have for the building and the different functions we have hosted within the building.

One position that was budgeted for and added in 2019 was a Facility Coordinator position. With us having multiple parts of the building to manage, and most of our business coming during the evening and weekend hours, we need to have a "Person in Charge" of the facility, to be able to assure that the facility is constantly able to operate no matter what time of day it is, and that patrons can expect to have the same level of staffing service during the evening/weekend hours as they would during business hours. From an operational standpoint, we have also found that we need more than our part-time staff to act as the Person in Charge as issues arise during these evening and weekend hours. The total cost of this position (wages and benefits) is \$73,000, with us fully funding this position in 2020. The addition of this position has allowed us to provide more consistent service throughout the entire building, no matter if it is during regular business hours or during the evening/weekend time periods.

Moving forward with this change, our full-time staff would consist of our Curling Manager, our Curling Ice Maker, the Event Center Manager, our Facility Coordinator Position, as well as our full time Custodian. Each are responsible for the day-to-day leadership of their individual areas, although we do see cross-over between the positions because of the interrelation of many things within the facility. As with the Community Center, because this facility falls under the general Parks and Recreation Department, we do get the benefits of efficiency being able to provide some shared staff both with the Park and Recreation Department out of the General Fund, and the Community Center staff through this Enterprise Fund. These are similar efficiencies we

see between other Enterprise Funds, and the General Fund, thus allowing us to keep our Administrative costs as low as possible in each of these funds.

From a day-to-day operational standpoint, the biggest expenses we have other than staffing in the CEC is the cost of Utilities, general custodial duties within the facility, and the cost of maintaining our mechanical systems within the building. From a utility perspective, we break down the cost of Utilities based on the area of the building based on the City versus leasable portions of the building. The utilities include sewer, water, electric, gas and garbage. Within the Event Center, Curling Center and general common areas of the facility, our Utility costs are approximately \$158,397 per year, with the costs within the restaurant area being approximately \$45,000 per year. We see this number staying relatively constant in 2020.

The only other thing to mention as part of the CEC budget is that all debt service is included in the overall budget for the entire project, including the Firemen's Park redevelopment components. Because this debt service is covered through dollars accumulated in our "Community Building Fund", the EDA and our expired TIF District #4, we do see a transfer of dollars coming into the CEC Fund, with those then going back out to support this debt service. This is not expenses related to day-to-day operations. Based on the total Revenue and Expense budget for 2020, the CEC Fund does balance from an operational standpoint in 2020, building the Fund Balance by \$1,912. Below is a summary of the total expenditures in the fund:

Expenditures	Actual 2018	Budget 2019	Budget 2020	Change	% Change
Administration/General Facilities	\$782,630	\$565,755	\$700,142	\$134,387	23.75%
Event Center	\$120,339	\$134,306	\$143,834	\$9,528	7.09%
Curling Center	\$489,340	\$484,448	\$359,067	-\$125,381	-25.88%
Crooked Pint	\$63,830	\$58,304	\$53,326	-\$4,978	-8.54%
Other	\$41,087	\$0	\$5,000	\$5,000	
Depreciation	\$628,588	\$0	\$0	\$0	
Debt Service	\$510,483	\$1,590,287	\$1,587,477	-\$2,810	-0.18%
Total Operating Expenses	\$2,636,297	\$2,833,100	\$2,848,846	\$15,746	0.56%

One final item that should be noted is work that we are currently completing to look at what we need to put back into the building from a Capital Improvement Schedule standpoint. Based on work completed in 2019, we have identified that we have an average of approximately \$85,000 we should be reinvesting back into this facility on an annual basis. Staff is currently working on putting together a sponsorship package program to unveil as our ice comes out for maintenance in the summer with the goal of raising additional dollars from this to support this CIP cost.

CITY OF CHASKA

State of Minnesota

****DRAFT****

2020 BUDGET

For the Fiscal Year Ending December 31, 2020

Proposed to Chaska City Council on:
December 16, 2019

City of Chaska
One City Hall Plaza
Chaska, MN 55318-1962

(952)-448-9200

www.chaskamn.com

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Revenues and Other
Financing Sources

And

Expenditures/Expenses and
Other Financing Uses

by Fund

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General Fund

(Fund 101)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

101-General Fund	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 101-General Fund	545,873.39	527,641.47	-77,038.91	1,750,223.28	.00	.00	.0%
TOTAL REVENUE	-13,831,495.55	-14,897,963.52	-16,034,407.70	-15,403,251.63	-16,939,617.00	-19,009,708.00	.0%
TOTAL EXPENSE	14,377,368.94	15,425,604.99	15,957,368.79	17,153,474.91	16,939,617.00	19,009,708.00	.0%
GRAND TOTAL	545,873.39	527,641.47	-77,038.91	1,750,223.28	.00	.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts 1

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

101-General Fund	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-10,873,051.21	-11,477,909.41	-12,882,530.55	-12,470,465.42	-13,302,825.00	-15,491,821.00	16.5%
Unassigned	-10,873,051.21	-11,477,909.41	-12,882,530.55	-12,470,465.42	-13,302,825.00	-15,491,821.00	16.5%
10 General Government							
Council	-1,811.80	-4,342.00	-1,500.00	-1,500.00	.00	.00	.0%
Communication	-328,964.06	-347,415.07	-334,536.06	-244,613.38	-340,471.00	-330,980.00	-2.8%
Administration	-76,219.26	-76,627.12	-79,131.25	-89,323.00	-64,731.00	-78,979.00	22.0%
Elections	-15.00	.00	-3,384.14	-1,052.44	.00	.00	.0%
AS:Finance	-12,714.10	-124,839.68	-53,914.46	-6,342.40	-56,049.00	-40,000.00	-28.6%
AS:Information Servies	-300,200.00	-300,000.00	-416,162.00	-428,817.45	-428,647.00	-505,000.00	17.8%
AS: Information Srvcs	.00	.00	.00	.00	-45,000.00	-45,000.00	.0%
Legal	.00	.00	.00	.00	.00	.00	.0%
Community Development	-1,047,633.07	-1,288,182.83	-864,535.72	-772,785.33	-1,348,495.00	-87,328.00	-93.5%
Engineering	-68,455.00	-54,562.50	-39,075.01	-30,337.50	-134,300.00	-60,000.00	-55.3%
Govt Bldgs - 1 City Ha	-9,943.08	-7,260.00	-4,477.22	-3,444.00	-11,446.00	-3,500.00	-69.4%
Govt Bldgs - 314 Walnu	.00	.00	.00	.00	.00	.00	.0%
Building Maintenance	.00	.00	.00	.00	.00	-125,000.00	.0%
Unallocated	-8,669.17	.00	.00	.00	.00	.00	.0%
General Government	-1,854,624.54	-2,203,229.20	-1,796,715.86	-1,578,215.50	-2,429,139.00	-1,275,787.00	-47.5%
20 Public Safety							
211 or 2110 Police	-425,882.00	-473,120.31	-541,463.43	-514,922.57	-474,920.00	-498,199.00	4.9%
State DUI Stat 169A.63	-12,214.00	-7,348.80	-6,696.30	-7,161.20	-10,201.00	-10,000.00	-2.0%
Forfeited Drug Propert	-8,363.00	-3,708.00	-1,584.00	-1,180.88	.00	.00	.0%
Crime Prevention Progr	.00	-2,733.00	-950.00	-2,080.43	.00	.00	.0%
Fire	-243,600.58	-284,563.13	-328,550.30	-364,453.57	-290,184.00	-318,332.00	9.7%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts 2

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

101-General Fund	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
Building Inspections	.00	.00	.00	.00	.00	-958,500.00	.0%
Civil Defense	.00	.00	.00	.00	.00	.00	.0%
Flood Control	.00	.00	.00	.00	.00	.00	.0%
Public Safety	-690,059.58	-771,473.24	-879,244.03	-889,798.65	-775,305.00	-1,785,031.00	130.2%
30 Public Works							
311 or 3110 PW Adminis	-759.50	-100.69	-2,464.00	-4,800.00	.00	.00	.0%
312 or 3120 Street	-123,009.75	-122,921.93	-121,868.28	-123,309.62	-120,000.00	-121,500.00	1.3%
313 or 3130 Snow Remov	-2,180.00	-1,175.00	-6,610.00	-5,375.00	-2,041.00	-5,000.00	145.0%
314 or 3140 Sign Machi	-3,777.77	-574.38	-1,170.31	-933.85	-1,063.00	-1,084.00	2.0%
Municipal Services Bui	-1,177.75	-6,387.43	.00	-4,073.40	.00	-2,000.00	.0%
Park Maintenance	-2,676.00	-17,283.90	-21,732.34	-1,338.41	.00	-1,300.00	.0%
ISD112 Grounds Maint	-112,719.40	-87,213.16	-86,088.43	-93,367.45	-105,564.00	-107,676.00	2.0%
Tree Contol	-23,035.00	-26,933.20	-38,814.57	-29,617.57	-19,017.00	-27,607.00	45.2%
Public Works	-269,335.17	-262,589.69	-278,747.93	-262,815.30	-247,685.00	-266,167.00	7.5%
50 Parks & Recreation							
511 or 5110 PRA Admin	-44,075.00	-64,503.27	-66,600.26	-71,351.25	-75,350.00	-66,250.00	-12.1%
521 or 5210 Youth	-17,945.00	-21,470.76	-24,020.07	-24,499.00	-18,042.00	-22,000.00	21.9%
522 or 5220 Senior	.00	.00	.00	.00	.00	.00	.0%
523 or 5230 Adult	-12,227.08	-22,910.55	-24,922.55	-28,036.03	-16,981.00	-24,000.00	41.3%
524 or 5240 Firemens P	-70,177.97	-73,877.40	-81,626.45	-78,070.48	-74,290.00	-78,652.00	5.9%
Parks & Recreation	-144,425.05	-182,761.98	-197,169.33	-201,956.76	-184,663.00	-190,902.00	3.4%
TOTAL 101-General Fund	-13,831,495.55	-14,897,963.52	-16,034,407.70	-15,403,251.63	-16,939,617.00	-19,009,708.00	12.2%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnrpts 1

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

101-General Fund	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	48,780.72	422,647.00	128,000.00	525,000.00	525,000.00	755,000.00	43.8%
Unassigned	48,780.72	422,647.00	128,000.00	525,000.00	525,000.00	755,000.00	43.8%
10 General Government							
Council	279,570.41	175,660.57	157,508.52	162,850.85	113,457.00	132,407.00	16.7%
Communication	51,364.32	55,637.72	109,182.27	90,036.50	113,507.00	99,774.00	-12.1%
Administration	652,410.87	707,426.77	961,726.38	947,536.88	802,158.00	864,219.00	7.7%
Human Resources	.00	.00	.00	.00	.00	241,025.00	.0%
Elections	27,996.00	.00	25,585.29	10,063.08	5,000.00	33,106.00	562.1%
AS:Finance	1,393,853.08	1,598,988.37	1,568,577.43	1,697,116.98	1,553,403.00	1,743,479.00	12.2%
AS:Information Servies	981,952.51	1,052,759.57	1,018,462.46	1,102,780.38	1,156,544.00	1,277,863.00	10.5%
AS: Information Srvc	.00	.00	.00	41,057.63	45,000.00	45,000.00	.0%
Legal	136,067.87	153,485.61	117,159.93	99,351.22	85,565.00	80,000.00	-6.5%
Community Development	875,355.89	1,137,743.18	967,518.76	903,613.09	1,028,557.00	330,418.00	-67.9%
Engineering	510,827.87	306,202.17	369,826.45	361,247.57	367,493.00	393,501.00	7.1%
Govt Bldgs - 1 City Ha	258,127.16	230,497.12	240,642.29	222,920.17	222,333.00	227,735.00	2.4%
Govt Bldgs - 314 Walnu	.00	.00	.00	.00	.00	.00	.0%
Building Maintenance	.00	.00	.00	.00	.00	409,973.00	.0%
Unallocated	-901.00	-19.70	263.79	67,534.03	-40,000.00	79,298.00	-298.2%
General Government	5,166,624.98	5,418,381.38	5,536,453.57	5,706,108.38	5,453,017.00	5,957,798.00	9.3%
20 Public Safety							
211 or 2110 Police	3,888,538.59	4,152,040.33	4,232,303.47	4,376,914.44	4,435,876.00	4,689,032.00	5.7%
State DUI Stat 169A.63	19,757.85	2,722.59	3,494.54	2,630.67	10,407.00	5,700.00	-45.2%
Forfeited Drug Propert	2,534.65	7,367.01	739.95	4,312.10	.00	1,000.00	.0%
Crime Prevention Progr	45.00	2,550.54	638.90	1,928.40	.00	350.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnrpts 2

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

101-General Fund	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
Fire	1,356,870.96	1,569,875.46	1,745,694.41	1,944,859.01	1,974,325.00	2,070,512.00	4.9%
Building Inspections	.00	.00	.00	.00	.00	687,157.00	.0%
Civil Defense	2,869.00	3,785.00	6,787.53	5,314.00	5,672.00	5,728.00	1.0%
Flood Control	.00	.00	.00	.00	.00	.00	.0%
Public Safety	5,270,616.05	5,738,340.93	5,989,658.80	6,335,958.62	6,426,280.00	7,459,479.00	16.1%
30 Public Works							
311 or 3110 PW Adminis	204,417.32	290,691.83	338,927.10	360,947.50	347,931.00	366,164.00	5.2%
312 or 3120 Street	1,503,529.06	1,242,599.60	1,419,668.83	1,547,904.26	1,591,783.00	1,782,805.00	12.0%
313 or 3130 Snow Remov	142,176.91	136,963.66	270,266.60	288,781.05	202,912.00	249,625.00	23.0%
314 or 3140 Sign Machi	13,881.93	5,648.80	6,734.16	6,679.45	14,440.00	11,324.00	-21.6%
Municipal Services Bui	152,454.59	196,759.07	253,483.51	222,657.82	220,339.00	232,202.00	5.4%
Park Maintenance	1,074,035.26	1,180,005.09	1,130,485.65	1,143,832.22	1,004,857.00	1,096,237.00	9.1%
ISD112 Grounds Maint	39,815.71	40,816.61	32,749.73	31,058.63	40,745.00	36,225.00	-11.1%
Tree Contol	32,140.05	27,880.15	53,744.68	27,463.57	37,547.00	37,597.00	.1%
Public Works	3,162,450.83	3,121,364.81	3,506,060.26	3,629,324.50	3,460,554.00	3,812,179.00	10.2%
50 Parks & Recreation							
511 or 5110 PRA Admin	460,433.76	445,592.27	369,241.03	517,418.07	513,853.00	608,218.00	18.4%
521 or 5210 Youth	53,905.10	62,382.27	148,890.56	158,093.47	172,889.00	175,519.00	1.5%
522 or 5220 Senior	.00	.00	.00	.00	.00	.00	.0%
523 or 5230 Adult	83,435.10	96,218.12	105,639.89	98,399.79	84,250.00	105,768.00	25.5%
524 or 5240 Firemens P	126,040.26	112,172.87	161,078.31	172,692.51	294,215.00	127,116.00	-56.8%
527 or 5270 Skating Ri	5,082.14	8,505.34	12,346.37	10,479.57	9,559.00	8,631.00	-9.7%
Parks & Recreation	728,896.36	724,870.87	797,196.16	957,083.41	1,074,766.00	1,025,252.00	-4.6%
TOTAL 101-General Fund	14,377,368.94	15,425,604.99	15,957,368.79	17,153,474.91	16,939,617.00	19,009,708.00	12.2%

Equipment Acquisition Fund

(Fund 448)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

448-Equipment Acquisition	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 448-Equipment Acquisition	1,594,638.24	-916,598.02	185,179.78	-1,041,747.37	.00	619,000.00	.0%
TOTAL REVENUE	-670,534.18	-3,104,860.01	-1,470,124.50	-2,578,502.21	-4,062,427.00	-3,775,000.00	.0%
TOTAL EXPENSE	2,265,172.42	2,188,261.99	1,655,304.28	1,536,754.84	4,062,427.00	4,394,000.00	.0%
GRAND TOTAL	1,594,638.24	-916,598.02	185,179.78	-1,041,747.37	.00	619,000.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnrpts 6

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
448-Equipment Acquisition							
00 Unassigned							
Unassigned	-636,330.18	-3,068,619.01	-1,429,474.00	-2,566,271.21	-4,058,427.00	-3,771,000.00	-7.1%
Unassigned	-636,330.18	-3,068,619.01	-1,429,474.00	-2,566,271.21	-4,058,427.00	-3,771,000.00	-7.1%
10 General Government							
Communication	-4,000.00	-4,000.00	-4,000.00	-4,000.00	-4,000.00	-4,000.00	.0%
Community Development	.00	.00	-704.00	.00	.00	.00	.0%
Govt Bldgs - 1 City Ha	-1,898.00	.00	.00	.00	.00	.00	.0%
General Government	-5,898.00	-4,000.00	-4,704.00	-4,000.00	-4,000.00	-4,000.00	.0%
20 Public Safety							
211 or 2110 Police	-4,876.00	-2,484.00	-4,538.50	-581.00	.00	.00	.0%
Fire	-17,450.00	-20,500.00	-30,000.00	-7,200.00	.00	.00	.0%
Public Safety	-22,326.00	-22,984.00	-34,538.50	-7,781.00	.00	.00	.0%
30 Public Works							
311 or 3110 PW Adminis	-5,980.00	-9,257.00	-1,408.00	-450.00	.00	.00	.0%
Public Works	-5,980.00	-9,257.00	-1,408.00	-450.00	.00	.00	.0%
90 Non Operating							
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Non Operating	.00	.00	.00	.00	.00	.00	.0%
TOTAL 448-Equipment Acquisti	-670,534.18	-3,104,860.01	-1,470,124.50	-2,578,502.21	-4,062,427.00	-3,775,000.00	-7.1%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnrpts 6

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

448-Equipment Acquisition	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	550,471.00	631,788.00	807,331.00	686,228.00	2,902,927.00	3,468,000.00	19.5%
Unassigned	550,471.00	631,788.00	807,331.00	686,228.00	2,902,927.00	3,468,000.00	19.5%
10 General Government							
Communication	76,361.58	.00	.00	.00	4,000.00	10,000.00	150.0%
AS:Finance	64,381.44	255,336.61	66,240.90	.00	40,000.00	23,000.00	-42.5%
AS:Information Servies	253,685.79	286,428.86	93,840.98	82,545.14	146,000.00	52,000.00	-64.4%
1999 Tech Upgrade	.00	.00	.00	.00	.00	.00	.0%
Community Development	.00	.00	.00	.00	.00	.00	.0%
Govt Bldgs - 1 City Ha	148,570.62	.00	127,807.40	.00	.00	.00	.0%
General Government	542,999.43	541,765.47	287,889.28	82,545.14	190,000.00	85,000.00	-55.3%
20 Public Safety							
211 or 2110 Police	185,474.21	57,948.07	69,157.64	166,954.82	70,000.00	201,000.00	187.1%
Fire	122,865.27	581,341.92	38,368.92	72,138.30	60,000.00	290,000.00	383.3%
Public Safety	308,339.48	639,289.99	107,526.56	239,093.12	130,000.00	491,000.00	277.7%
30 Public Works							
311 or 3110 PW Adminis	863,362.51	347,808.03	452,557.44	501,601.57	658,500.00	158,000.00	-76.0%
Public Works	863,362.51	347,808.03	452,557.44	501,601.57	658,500.00	158,000.00	-76.0%
70 Debt Service							
Debt Service Govt	.00	27,610.50	.00	27,287.01	181,000.00	192,000.00	6.1%
Debt Service	.00	27,610.50	.00	27,287.01	181,000.00	192,000.00	6.1%
TOTAL 448-Equipment Acquisti	2,265,172.42	2,188,261.99	1,655,304.28	1,536,754.84	4,062,427.00	4,394,000.00	8.2%

Mount Pleasant Fund

(Fund 202)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

202-Mount Pleasant	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 202-Mount Pleasant	5,174.76	2,197.75	2,851.88	5,122.71	4,800.00	4,800.00	.0%
TOTAL REVENUE	-6,864.35	-7,394.75	-9,388.12	-7,117.29	-8,700.00	-8,700.00	.0%
TOTAL EXPENSE	12,039.11	9,592.50	12,240.00	12,240.00	13,500.00	13,500.00	.0%
GRAND TOTAL	5,174.76	2,197.75	2,851.88	5,122.71	4,800.00	4,800.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

202-Mount Pleasant	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-6,864.35	-7,394.75	-9,388.12	-7,117.29	-8,700.00	-8,700.00	.0%
Unassigned	-6,864.35	-7,394.75	-9,388.12	-7,117.29	-8,700.00	-8,700.00	.0%
TOTAL 202-Mount Pleasant	-6,864.35	-7,394.75	-9,388.12	-7,117.29	-8,700.00	-8,700.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

202-Mount Pleasant	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
30 Public Works							
Park Maintenance	12,039.11	9,592.50	12,240.00	12,240.00	13,500.00	13,500.00	.0%
Public Works	12,039.11	9,592.50	12,240.00	12,240.00	13,500.00	13,500.00	.0%
TOTAL 202-Mount Pleasant	12,039.11	9,592.50	12,240.00	12,240.00	13,500.00	13,500.00	.0%

Chaska EDA Fund

(Fund 251)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts 1

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

251-Chaska EDA	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 251-Chaska EDA	43,970.72	91,875.83	303,284.11	124,602.99	.00	.00	.0%
TOTAL REVENUE	-723,908.90	-1,388,437.87	-631,525.20	-617,492.24	-656,843.00	-316,647.00	.0%
TOTAL EXPENSE	767,879.62	1,480,313.70	934,809.31	742,095.23	656,843.00	316,647.00	.0%
GRAND TOTAL	43,970.72	91,875.83	303,284.11	124,602.99	.00	.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

251-Chaska EDA	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-650,252.48	-670,011.95	-544,198.76	-587,063.45	-580,443.00	-245,347.00	-57.7%
Unassigned	-650,252.48	-670,011.95	-544,198.76	-587,063.45	-580,443.00	-245,347.00	-57.7%
65 Economic Development							
652 or 6520 Chaska EDA	-13,174.95	-647,168.00	-20,000.00	.00	-6,000.00	.00	-100.0%
ISD112 Peav 1999 Lease	.00	.00	.00	.00	.00	.00	.0%
Small Cities Develop P	.00	.00	.00	.00	.00	.00	.0%
Internal Housing Loan	.00	.00	.00	.00	.00	.00	.0%
Lead Hazard Control	.00	.00	.00	.00	.00	.00	.0%
Small Cities Develop P	.00	.00	.00	.00	.00	.00	.0%
Small Cities Develop P	.00	.00	.00	.00	.00	.00	.0%
Livable Comm.Grant-Met	.00	.00	.00	.00	.00	.00	.0%
BioScience	.00	.00	.00	.00	.00	.00	.0%
KleinMansion	.00	.00	.00	.00	.00	.00	.0%
Peacock Inn	-24,200.00	-30,400.00	-29,520.00	-30,405.60	-30,400.00	-31,300.00	3.0%
DEED-BDPI STATE GRANT	.00	.00	.00	.00	.00	.00	.0%
River Gables Min.TIF N	.00	.00	.00	.00	.00	.00	.0%
HIA Dist Bavaria Crt	.00	.00	.00	.00	.00	.00	.0%
HIA Dist Burlington Pa	.00	.00	.00	.00	.00	.00	.0%
HIA Dist Burlington Pr	.00	.00	.00	.00	.00	.00	.0%
HIA District Bavaria C	.00	.00	.00	.00	.00	.00	.0%
HIA-Center Green Assn	.00	.00	.00	.00	.00	.00	.0%
Special Service Distri	-36,281.47	-40,857.92	-37,806.44	-23.19	-40,000.00	-40,000.00	.0%
Stream Data-Tax Abatem	.00	.00	.00	.00	.00	.00	.0%
212-Medical Center-Tax	.00	.00	.00	.00	.00	.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts
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PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

251-Chaska EDA	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
Exactec-Tax Abatements	.00	.00	.00	.00	.00	.00	.0%
Life Core-Tax Abatemen	.00	.00	.00	.00	.00	.00	.0%
Economic Development	-73,656.42	-718,425.92	-87,326.44	-30,428.79	-76,400.00	-71,300.00	-6.7%
TOTAL 251-Chaska EDA	-723,908.90	-1,388,437.87	-631,525.20	-617,492.24	-656,843.00	-316,647.00	-51.8%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 4

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

251-Chaska EDA	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	304,046.40	330,000.00	335,000.00	355,000.00	355,000.00	.00	-100.0%
Unassigned	304,046.40	330,000.00	335,000.00	355,000.00	355,000.00	.00	-100.0%
65 Economic Development							
652 or 6520 Chaska EDA	364,076.90	1,018,763.16	279,785.69	189,741.80	214,958.00	239,065.00	11.2%
License Center 418 Pin	.00	.00	.00	.00	.00	.00	.0%
ISD112 Peav 1999 Lease	.00	.00	.00	.00	.00	.00	.0%
Small Cities Develop P	.00	.00	.00	.00	.00	.00	.0%
Internal Housing Loan	.00	.00	.00	.00	.00	.00	.0%
Lead Hazard Control	.00	.00	.00	.00	.00	.00	.0%
Small Cities Develop P	.00	.00	.00	.00	.00	.00	.0%
Small Cities Develop P	.00	.00	.00	.00	.00	.00	.0%
Livable Comm.Grant-Met	.00	.00	.00	.00	.00	.00	.0%
BioScience	.00	.00	.00	.00	.00	.00	.0%
KleinMansion	.00	.00	.00	.00	.00	.00	.0%
Brickyard Imp	.00	.00	627.00	.00	.00	.00	.0%
Peacock Inn	34,334.61	35,425.20	34,132.00	64,970.00	45,590.00	36,282.00	-20.4%
DEED-BDPI STATE GRANT	.00	.00	.00	.00	.00	.00	.0%
HIA Dist Bavaria Crt	.00	.00	.00	.00	.00	.00	.0%
HIA Dist Burlington Pa	.00	.00	.00	.00	.00	.00	.0%
HIA Dist Burlington Pr	.00	.00	.00	.00	.00	.00	.0%
HIA District Bavaria C	.00	.00	.00	.00	.00	.00	.0%
HIA-Center Green Assn	.00	.00	.00	.00	.00	.00	.0%
Special Service Distri	47,195.26	60,105.26	61,101.20	61,234.18	41,295.00	41,300.00	.0%
Stream Data-Tax Abatem	.00	.00	.00	.00	.00	.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnrpts 5

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
251-Chaska EDA							
212-Medical Center-Tax	.00	.00	.00	.00	.00	.00	.0%
Exactec-Tax Abatements	.00	.00	.00	.00	.00	.00	.0%
Life Core-Tax Abatemen Economic Development	.00 445,606.77	.00 1,114,293.62	.00 375,645.89	.00 315,945.98	.00 301,843.00	.00 316,647.00	.00% 4.9%
66 Economic Opportunity							
City Square West Economic Opportunity	18,226.45 18,226.45	36,020.08 36,020.08	224,163.42 224,163.42	71,149.25 71,149.25	.00 .00	.00 .00	.00% .0%
90 Non Operating							
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Non Operating	.00	.00	.00	.00	.00	.00	.0%
TOTAL 251-Chaska EDA	767,879.62	1,480,313.70	934,809.31	742,095.23	656,843.00	316,647.00	-51.8%

Electric Fund

(Fund 601)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

601-Electric	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 601-Electric	-1,228,890.71	-1,086,419.33	-2,114,760.20	1,607,975.81	-398,989.00	-14,412.00	-96.4%
TOTAL REVENUE	-37,987,341.08	-38,304,981.09	-41,717,378.94	-36,173,283.67	-37,335,400.00	-39,762,500.00	6.5%
TOTAL EXPENSE	36,758,450.37	37,218,561.76	39,602,618.74	37,781,259.48	36,936,411.00	39,748,088.00	7.6%
GRAND TOTAL	-1,228,890.71	-1,086,419.33	-2,114,760.20	1,607,975.81	-398,989.00	-14,412.00	-96.4%

** END OF REPORT - Generated by Matthew Burt **

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnrpts 7

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

601-Electric	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-37,931,552.97	-38,267,308.43	-41,627,815.15	-36,117,246.59	-37,323,400.00	-39,750,500.00	6.5%
Unassigned	-37,931,552.97	-38,267,308.43	-41,627,815.15	-36,117,246.59	-37,323,400.00	-39,750,500.00	6.5%
80 Enterprise							
Transmission/Distrib/C	.00	-78.59	-489.77	-5,123.35	.00	.00	.0%
Load Conservation	-44,626.46	-11,722.08	-8,179.98	-2,930.00	.00	.00	.0%
Administration Billing	-11,125.08	-10,148.92	-9,158.65	-2,628.49	-12,000.00	-12,000.00	.0%
Capital Project Codes	.00	-5,315.69	-29,840.71	-18,584.50	.00	.00	.0%
TIF Admin Expenses	.00	-10,407.38	-41,894.68	-26,770.74	.00	.00	.0%
Enterprise	-55,751.54	-37,672.66	-89,563.79	-56,037.08	-12,000.00	-12,000.00	.0%
90 Non Operating							
Proj Code - Divn	-36.57	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Non Operating	-36.57	.00	.00	.00	.00	.00	.0%
TOTAL 601-Electric	-37,987,341.08	-38,304,981.09	-41,717,378.94	-36,173,283.67	-37,335,400.00	-39,762,500.00	6.5%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

601-Electric	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	1,340,175.20	1,081,311.81	1,375,808.53	1,744,000.00	1,672,000.00	5,784,000.00	245.9%
Unassigned	1,340,175.20	1,081,311.81	1,375,808.53	1,744,000.00	1,672,000.00	5,784,000.00	245.9%
80 Enterprise							
Product/Production	26,053,783.03	26,415,969.86	28,654,422.55	24,242,118.37	25,055,000.00	25,991,000.00	3.7%
Transmission/Distrib/C	1,854,367.75	2,020,691.23	1,670,301.66	3,657,996.02	2,626,451.00	2,964,193.00	12.9%
Load Conservation	551,033.16	505,403.14	555,059.69	502,735.26	681,434.00	663,974.00	-2.6%
Administration Sys	1,914,663.78	1,879,118.61	2,255,726.81	2,441,797.61	1,774,619.00	3,099,452.00	74.7%
Administration Billing	463,117.11	396,305.14	457,035.90	615,265.42	394,093.00	418,255.00	6.1%
Franchise Fee	3,458,900.00	3,521,540.00	3,820,670.00	3,310,990.00	3,899,000.00	.00	-100.0%
Depreciation	979,636.83	1,013,192.72	1,131,126.07	.00	.00	.00	.0%
Capital Project Codes	.00	117,920.59	834,349.10	909,218.41	.00	.00	.0%
TIF Admin Expenses	.00	-105,051.85	-1,513,313.10	124,830.39	.00	.00	.0%
Enterprise	35,275,501.66	35,765,089.44	37,865,378.68	35,804,951.48	34,430,597.00	33,136,874.00	-3.8%
90 Non Operating							
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	-185.49	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Non-Oprt Dbt Srv Propr	142,959.00	372,160.51	361,431.53	232,308.00	833,814.00	827,214.00	-.8%
Non Operating	142,773.51	372,160.51	361,431.53	232,308.00	833,814.00	827,214.00	-.8%
TOTAL 601-Electric	36,758,450.37	37,218,561.76	39,602,618.74	37,781,259.48	36,936,411.00	39,748,088.00	7.6%

Water Fund

(Fund 602)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

602-Water	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 602-Water	-457,968.65	-504,808.94	-323,021.52	-678,253.71	-167,041.00	-15,014.00	-91.0%
TOTAL REVENUE	-3,429,594.68	-3,469,530.39	-3,406,968.80	-3,341,876.10	-3,722,380.00	-3,471,300.00	-6.7%
TOTAL EXPENSE	2,971,626.03	2,964,721.45	3,083,947.28	2,663,622.39	3,555,339.00	3,456,286.00	-2.8%
GRAND TOTAL	-457,968.65	-504,808.94	-323,021.52	-678,253.71	-167,041.00	-15,014.00	-91.0%

** END OF REPORT - Generated by Matthew Burt **

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnrpts 8

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
602-Water							
00 Unassigned							
Unassigned	-3,395,680.88	-3,440,919.17	-3,377,857.31	-3,312,254.36	-3,689,380.00	-3,441,300.00	-6.7%
Unassigned	-3,395,680.88	-3,440,919.17	-3,377,857.31	-3,312,254.36	-3,689,380.00	-3,441,300.00	-6.7%
80 Enterprise							
Water Treatment Plant	.00	.00	.00	.00	.00	.00	.0%
815 or 8150 Bnd Cp Cst	-33,913.80	-28,611.22	-29,111.49	-29,621.74	-33,000.00	-30,000.00	-9.1%
Enterprise	-33,913.80	-28,611.22	-29,111.49	-29,621.74	-33,000.00	-30,000.00	-9.1%
90 Non Operating							
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Non Operating	.00	.00	.00	.00	.00	.00	.0%
TOTAL 602-Water	-3,429,594.68	-3,469,530.39	-3,406,968.80	-3,341,876.10	-3,722,380.00	-3,471,300.00	-6.7%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 8

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
602-Water							
00 Unassigned							
Unassigned	-111,421.07	-49,449.74	66,500.00	56,000.00	56,000.00	76,000.00	35.7%
Unassigned	-111,421.07	-49,449.74	66,500.00	56,000.00	56,000.00	76,000.00	35.7%
80 Enterprise							
Pumping	278,278.37	356,238.59	220,813.85	370,089.60	362,761.00	365,137.00	.7%
Water Treatment	267,770.78	274,698.95	294,743.66	273,417.46	267,140.00	269,812.00	1.0%
Transmission/Distrib/C	868,516.15	684,326.15	713,927.29	863,448.08	1,149,739.00	866,835.00	-24.6%
Administration Sys	418,221.28	422,820.93	479,729.76	581,960.24	584,587.00	717,064.00	22.7%
Administration Billing	147,097.88	147,396.63	151,200.30	169,130.07	160,192.00	171,907.00	7.3%
Water Treatment Plant	.00	.00	.00	.00	.00	.00	.0%
815 or 8150 Bnd Cp Cst	822.00	9,686.73	534.00	1,781.38	.00	.00	.0%
Depreciation	734,816.93	753,759.65	791,339.92	.00	.00	.00	.0%
Enterprise	2,715,523.39	2,648,927.63	2,652,288.78	2,259,826.83	2,524,419.00	2,390,755.00	-5.3%
90 Non Operating							
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	-92.74	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Non-Opert Dbt Srv Propr	367,616.45	365,243.56	365,158.50	347,795.56	974,920.00	989,531.00	1.5%
Non Operating	367,523.71	365,243.56	365,158.50	347,795.56	974,920.00	989,531.00	1.5%
TOTAL 602-Water	2,971,626.03	2,964,721.45	3,083,947.28	2,663,622.39	3,555,339.00	3,456,286.00	-2.8%

Sewer Fund

(Fund 603)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

603-Sewer	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 603-Sewer	-282,425.41	-199,956.82	-81,369.82	397,235.87	68,336.00	231,009.00	238.0%
TOTAL REVENUE	-3,738,711.87	-3,822,009.84	-4,010,985.88	-3,567,985.87	-4,118,452.00	-4,451,852.00	8.1%
TOTAL EXPENSE	3,456,286.46	3,622,053.02	3,929,616.06	3,965,221.74	4,186,788.00	4,682,861.00	11.8%
GRAND TOTAL	-282,425.41	-199,956.82	-81,369.82	397,235.87	68,336.00	231,009.00	238.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 9

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
603-Sewer							
00 Unassigned							
Unassigned	-3,632,485.80	-3,821,890.15	-4,010,893.54	-3,567,944.45	-4,118,452.00	-4,451,852.00	8.1%
Unassigned	-3,632,485.80	-3,821,890.15	-4,010,893.54	-3,567,944.45	-4,118,452.00	-4,451,852.00	8.1%
80 Enterprise							
Transmission/Distrib/C	-106,226.07	-119.69	-92.34	-41.42	.00	.00	.0%
Enterprise	-106,226.07	-119.69	-92.34	-41.42	.00	.00	.0%
90 Non Operating							
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Non Operating	.00	.00	.00	.00	.00	.00	.0%
TOTAL 603-Sewer	-3,738,711.87	-3,822,009.84	-4,010,985.88	-3,567,985.87	-4,118,452.00	-4,451,852.00	8.1%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 9

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
603-Sewer							
00 Unassigned							
Unassigned	96,762.21	-48,998.23	126,500.00	116,000.00	116,000.00	116,000.00	.0%
Unassigned	96,762.21	-48,998.23	126,500.00	116,000.00	116,000.00	116,000.00	.0%
80 Enterprise							
Pumping	77,675.53	17,352.86	82,680.74	11,423.66	48,571.00	49,056.00	1.0%
Water Treatment	2,025,367.08	2,181,822.36	2,308,938.00	2,433,857.16	2,433,857.00	2,675,539.00	9.9%
Transmission/Distrib/C	537,005.02	748,700.43	592,018.37	582,387.89	634,293.00	744,711.00	17.4%
Administration Sys	418,169.97	416,666.29	475,091.70	570,643.45	577,932.00	706,805.00	22.3%
Administration Billing	152,142.78	147,638.22	151,789.97	173,080.47	160,001.00	171,714.00	7.3%
Depreciation	73,154.95	83,161.31	112,330.31	.00	.00	.00	.0%
Enterprise	3,283,515.33	3,595,341.47	3,722,849.09	3,771,392.63	3,854,654.00	4,347,825.00	12.8%
90 Non Operating							
Proj Code - Divn	-92.75	.00	.00	.00	.00	.00	.0%
Non-Opert Dbt Srv Propr	76,101.67	75,709.78	80,266.97	77,829.11	216,134.00	219,036.00	1.3%
Non Operating	76,008.92	75,709.78	80,266.97	77,829.11	216,134.00	219,036.00	1.3%
TOTAL 603-Sewer	3,456,286.46	3,622,053.02	3,929,616.06	3,965,221.74	4,186,788.00	4,682,861.00	11.8%

Community Center Fund

(Fund 604)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

604-Community Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 604-Community Center	1,258,798.31	1,003,324.44	1,249,951.28	210,096.79	-3,611.00	241,869.00	-6798.1%
TOTAL REVENUE	-3,174,318.04	-3,597,624.20	-3,510,986.37	-3,480,947.97	-3,827,549.00	-3,880,176.00	1.4%
TOTAL EXPENSE	4,433,116.35	4,600,948.64	4,760,937.65	3,691,044.76	3,823,938.00	4,122,045.00	7.8%
GRAND TOTAL	1,258,798.31	1,003,324.44	1,249,951.28	210,096.79	-3,611.00	241,869.00	-6798.1%

** END OF REPORT - Generated by Matthew Burt **

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 10
bgnrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

604-Community Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-439,707.06	-433,655.10	-425,007.44	-432,726.21	-425,206.00	-462,600.00	8.8%
Unassigned	-439,707.06	-433,655.10	-425,007.44	-432,726.21	-425,206.00	-462,600.00	8.8%
80 Enterprise							
Administration Sys	-1,034,729.85	-1,506,796.62	-1,487,786.42	-1,460,781.54	-1,639,269.00	-1,644,195.00	.3%
Café	.00	.00	.00	.00	.00	.00	.0%
Community Events	-4,445.50	-7,085.49	-1,572.38	-2,370.00	-8,094.00	-3,000.00	-62.9%
Community Room	-24,726.77	-33,897.62	-39,256.40	-61,036.37	-38,523.00	-40,257.00	4.5%
Craft Rooms	-32,448.78	-37,671.83	-37,912.10	-31,183.92	-41,669.00	-43,544.00	4.5%
Wellness Add Water Aer	-1,147.50	-1,506.75	-378.00	-336.00	-1,402.00	-1,465.00	4.5%
Wellness Add Studio Ae	-90,883.50	-113,334.66	-104,662.00	-104,647.00	-136,241.00	-120,000.00	-11.9%
Rainbow Room	-3,179.79	-4,030.38	-7,572.10	-4,323.32	-5,557.00	-7,500.00	35.0%
Wellness Add Programs	-55,941.60	-53,405.78	-48,043.46	-42,799.59	-78,654.00	-59,707.00	-24.1%
Gym	-29,905.28	-31,286.88	-42,090.55	-36,139.61	-51,055.00	-53,353.00	4.5%
Gym Batting Cage	-347.82	-289.85	-996.00	-1,862.00	-1,385.00	-1,447.00	4.5%
Gym Gymnastics	-22,755.50	-21,946.99	-24,932.00	-20,257.30	-21,633.00	-22,606.00	4.5%
Ice Arena	-644,374.80	-674,455.16	-643,633.10	-684,756.11	-684,443.00	-700,000.00	2.3%
Maintenance	-19,623.89	-21,287.28	-40,385.66	-23,669.27	-35,241.00	-40,241.00	14.2%
Wellness Add Cycling	-415.75	-8.50	.00	.00	-1,682.00	-1,758.00	4.5%
Wellness Add Pers Trai	-17,750.00	-14,560.00	-34,528.00	-26,403.50	-30,305.00	-35,000.00	15.5%
Wellness Add	-385.00	-1,140.00	-465.00	-225.00	-338.00	-353.00	4.4%
Play & Daycare Room	-24,205.76	-30,724.13	-16,254.84	-12,114.37	-15,678.00	-15,000.00	-4.3%
Trek & Trails	-89,434.56	-91,827.53	-80,811.02	-73,297.14	-90,764.00	-90,000.00	-.8%
Club Extreme	-104,225.50	-102,191.98	-101,018.50	-99,987.00	-110,556.00	-110,000.00	-.5%
Racquetball	-12,775.46	-12,716.36	-10,527.00	-8,897.37	-15,813.00	-16,526.00	4.5%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 11
bgnyrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

604-Community Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
Swimming Pool	-13,473.25	-19,804.79	-14,178.57	-9,630.85	-14,370.00	-15,017.00	4.5%
Swim Lessons	-111,466.05	-121,119.16	-105,471.00	-100,157.50	-123,200.00	-128,744.00	4.5%
Swim Chaska Middle Sch	.00	.00	.00	.00	.00	.00	.0%
Swim Lake Grace	.00	.00	.00	.00	.00	.00	.0%
Theater	-79,374.60	-88,817.96	-98,587.56	-95,824.53	-88,550.00	-98,000.00	10.7%
Lodge	-47,909.90	-69,361.98	-51,198.41	-58,867.23	-56,647.00	-59,196.00	4.5%
Birthday Party	-35,075.20	-40,528.99	-33,346.39	-35,263.50	-40,780.00	-37,000.00	-9.3%
Tot-Time Preschool	-6,529.26	-6,718.34	-7,217.75	-5,416.00	-11,459.00	-11,975.00	4.5%
General Facility	.00	.00	.00	.00	.00	.00	.0%
Future Use	.00	.00	.00	.00	.00	.00	.0%
Adventure Prgm State G	-3,296.00	-4,593.00	-3,131.00	-3,047.00	-11,724.00	-12,252.00	4.5%
Before & After School	-10,175.00	-8,871.50	-8,383.50	-7,130.00	-9,499.00	-9,926.00	4.5%
Vending	-49,809.11	-43,989.59	-41,640.22	-37,798.74	-37,812.00	-39,514.00	4.5%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	-163,800.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
CCC: Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Enterprise	-2,734,610.98	-3,163,969.10	-3,085,978.93	-3,048,221.76	-3,402,343.00	-3,417,576.00	.4%
90 Non Operating							
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code-Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Fireman's Park Redevel	.00	.00	.00	.00	.00	.00	.0%
Non Operating	.00	.00	.00	.00	.00	.00	.0%
TOTAL 604-Community Center	-3,174,318.04	-3,597,624.20	-3,510,986.37	-3,480,947.97	-3,827,549.00	-3,880,176.00	1.4%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 10
bgnrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

604-Community Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-19,584.02	-327,393.48	1,434.33	2,340.71	.00	.00	.0%
Unassigned	-19,584.02	-327,393.48	1,434.33	2,340.71	.00	.00	.0%
80 Enterprise							
Administration Sys	879,195.51	864,196.82	734,543.36	685,944.27	692,118.00	769,762.00	11.2%
Café	.00	.00	.00	.00	492.00	.00	-100.0%
Community Events	8,132.37	11,011.70	6,256.53	4,160.94	5,846.00	5,872.00	.4%
Craft Rooms	13,988.24	13,520.24	15,664.40	11,279.69	13,548.00	13,572.00	.2%
Wellness Add Water Aer	1,866.07	4,396.19	743.43	1,846.32	4,229.00	3,050.00	-27.9%
Wellness Add Studio Ae	21,622.21	38,076.70	47,117.28	48,389.31	36,810.00	48,612.00	32.1%
Front Desk	115,279.16	119,488.35	140,789.44	138,639.41	120,555.00	116,224.00	-3.6%
Rainbow Room	.00	.00	.00	.00	.00	.00	.0%
Wellness Add Programs	42,228.10	31,388.52	34,762.79	31,475.82	30,815.00	32,044.00	4.0%
Gym	19,246.81	19,171.65	29,415.57	25,775.51	19,577.00	19,623.00	.2%
Gym Batting Cage	546.96	437.22	996.00	.00	1,717.00	.00	-100.0%
Gym Gymnastics	14,385.37	15,781.96	15,698.18	14,062.34	16,435.00	16,259.00	-1.1%
Ice Arena	240,699.10	243,580.99	256,057.38	189,166.56	221,195.00	292,885.00	32.4%
Maintenance	1,102,715.85	1,144,955.24	1,219,448.23	1,154,730.19	1,099,932.00	1,104,485.00	.4%
Wellness Add Cycling	1,136.66	128.41	40.00	14.00	552.00	.00	-100.0%
Wellness Add Pers Trai	17,547.91	11,105.77	35,249.27	39,130.66	21,150.00	37,712.00	78.3%
Wellness Add	131,525.01	114,602.73	118,948.05	119,159.34	129,699.00	127,947.00	-1.4%
Play & Daycare Room	53,153.40	52,664.97	76,648.40	76,618.62	62,918.00	47,147.00	-25.1%
Trek & Trails	78,586.25	86,678.01	97,039.44	99,731.54	94,556.00	102,183.00	8.1%
Club Extreme	80,412.47	74,728.45	76,396.32	85,733.14	74,894.00	86,945.00	16.1%
Racquetball	1,098.47	1,115.58	859.67	815.30	1,697.00	1,705.00	.5%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 11
bgnyrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

604-Community Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
Swimming Pool	325,323.20	361,519.03	365,442.72	388,132.38	345,892.00	429,208.00	24.1%
Swim Lessons	32,651.40	31,187.95	25,956.04	30,973.65	32,165.00	33,435.00	3.9%
Swim Chaska Middle Sch	.00	.00	.00	.00	.00	.00	.0%
Swim Lake Grace	.00	.00	.00	.00	.00	.00	.0%
Theater	7,109.19	7,404.66	9,899.97	13,518.92	7,414.00	7,452.00	.5%
Lodge	111,983.92	118,431.49	99,043.47	104,605.35	97,876.00	246,134.00	151.5%
Birthday Party	8,771.06	7,565.03	8,883.06	3,270.26	6,775.00	6,845.00	1.0%
Tot-Time Preschool	5,868.47	6,623.67	4,692.90	2,651.32	5,994.00	5,985.00	-.2%
General Facility	61,261.12	403,688.06	278,076.82	107,244.74	50,000.00	50,000.00	.0%
Future Use	.00	.00	.00	.00	.00	.00	.0%
Future Use	.00	.00	.00	.00	.00	.00	.0%
Adventure Prgm State G	102,823.27	119,457.44	120,237.26	115,304.88	117,540.00	1,765.00	-98.5%
Before & After School	9,887.53	8,725.21	3,598.66	4,873.56	5,294.00	5,643.00	6.6%
Vending	19,866.78	25,754.37	18,342.90	17,177.39	12,707.00	12,771.00	.5%
Depreciation	725,577.51	710,668.51	729,337.81	723.49	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	7,844.20	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
CCC: Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
CCC: Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
CCC: Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Enterprise	4,234,489.37	4,655,899.12	4,570,185.35	3,515,148.90	3,330,392.00	3,625,265.00	8.9%
90 Non Operating							
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
604-Community Center							
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code-Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
CCC - Project - Activi	.00	.00	.00	23,160.15	.00	.00	.0%
Fireman's Park Redevel	.00	.00	.00	.00	.00	.00	.0%
Non-Oprt Dbt Srv Propr	218,211.00	272,443.00	189,317.97	150,395.00	493,546.00	496,780.00	.7%
Non Operating	218,211.00	272,443.00	189,317.97	173,555.15	493,546.00	496,780.00	.7%
TOTAL 604-Community Center	4,433,116.35	4,600,948.64	4,760,937.65	3,691,044.76	3,823,938.00	4,122,045.00	7.8%

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Par Thirty Fund

(Fund 605)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts
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PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
605-Par 30 Golf Course							
TOTAL 605-Par 30 Golf Course	65,281.93	17,535.16	35,788.93	67,602.03	7,925.00	49,508.00	524.7%
TOTAL REVENUE	-171,139.26	-176,570.77	-153,742.16	-136,903.06	-189,926.00	-144,226.00	-24.1%
TOTAL EXPENSE	236,421.19	194,105.93	189,531.09	204,505.09	197,851.00	193,734.00	-2.1%
GRAND TOTAL	65,281.93	17,535.16	35,788.93	67,602.03	7,925.00	49,508.00	524.7%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 12
bgnyrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
605-Par 30 Golf Course								
00	Unassigned							
	Unassigned	-168,516.05	-174,255.58	-151,940.19	-134,982.61	-187,400.00	-141,700.00	-24.4%
	Unassigned	-168,516.05	-174,255.58	-151,940.19	-134,982.61	-187,400.00	-141,700.00	-24.4%
80	Enterprise							
	Merchandise	-2,623.21	-2,315.19	-1,801.97	-1,920.45	-2,526.00	-2,526.00	.0%
	Enterprise	-2,623.21	-2,315.19	-1,801.97	-1,920.45	-2,526.00	-2,526.00	.0%
	TOTAL 605-Par 30 Golf Course	-171,139.26	-176,570.77	-153,742.16	-136,903.06	-189,926.00	-144,226.00	-24.1%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

605-Par 30 Golf Course	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	.00	.00	.00	.00	.00	.00	.0%
Unassigned	.00	.00	.00	.00	.00	.00	.0%
80 Enterprise							
Maintenance	130,183.52	100,129.81	110,196.86	116,569.93	110,517.00	105,587.00	-4.5%
Administration/Clubhou	97,370.39	76,453.92	70,571.12	72,141.29	83,294.00	84,067.00	.9%
Merchandise	4,927.65	4,768.36	4,823.49	3,730.37	4,040.00	4,080.00	1.0%
GC Capital/Equipment	.00	.00	.00	12,410.50	.00	.00	.0%
Depreciation	3,939.63	12,753.84	3,939.62	.00	.00	.00	.0%
Enterprise	236,421.19	194,105.93	189,531.09	204,852.09	197,851.00	193,734.00	-2.1%
TOTAL 605-Par 30 Golf Course	236,421.19	194,105.93	189,531.09	204,852.09	197,851.00	193,734.00	-2.1%

Town Course Fund

(Fund 606)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts
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PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

606-Chaska Town Course	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 606-Chaska Town Course	346,917.48	453,076.07	483,394.01	85,264.44	93,811.00	-21,162.00	-122.6%
TOTAL REVENUE	-2,144,214.47	-2,134,695.72	-1,972,955.31	-2,069,504.91	-2,142,100.00	-2,169,300.00	1.3%
TOTAL EXPENSE	2,491,131.95	2,587,771.79	2,456,349.32	2,154,769.35	2,235,911.00	2,148,138.00	-3.9%
GRAND TOTAL	346,917.48	453,076.07	483,394.01	85,264.44	93,811.00	-21,162.00	-122.6%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON
P 13
bgnyrpts
PROJECTION: 20001 2020 Budget All Funds
FOR PERIOD 99
ACCOUNTS FOR:

		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
606-Chaska Town Course								
00	Unassigned							
	Unassigned	-1,880,458.35	-1,886,656.61	-1,712,208.82	-1,835,672.13	-1,913,100.00	-1,854,800.00	-3.0%
	Unassigned	-1,880,458.35	-1,886,656.61	-1,712,208.82	-1,835,672.13	-1,913,100.00	-1,854,800.00	-3.0%
80	Enterprise							
	Maintenance	.00	.00	.00	.00	.00	.00	.0%
	Merchandise	-263,756.12	-248,039.11	-260,746.49	-233,832.78	-229,000.00	-314,500.00	37.3%
	Enterprise	-263,756.12	-248,039.11	-260,746.49	-233,832.78	-229,000.00	-314,500.00	37.3%
	TOTAL 606-Chaska Town Course	-2,144,214.47	-2,134,695.72	-1,972,955.31	-2,069,504.91	-2,142,100.00	-2,169,300.00	1.3%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

606-Chaska Town Course	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-254,051.26	-231,869.72	.00	.00	.00	.00	.0%
Unassigned	-254,051.26	-231,869.72	.00	.00	.00	.00	.0%
80 Enterprise							
Administration Sys	.00	.00	.00	.00	.00	.00	.0%
Maintenance	938,709.80	1,210,911.29	853,496.65	1,039,660.37	1,076,033.00	959,648.00	-10.8%
Administration/Clubhou	1,127,325.34	975,301.42	935,112.21	907,134.66	882,403.00	906,973.00	2.8%
Merchandise	188,436.80	171,950.26	195,740.49	187,227.32	171,700.00	173,417.00	1.0%
Depreciation	480,571.27	452,067.54	453,363.97	.00	.00	.00	.0%
Enterprise	2,735,043.21	2,810,230.51	2,437,713.32	2,134,022.35	2,130,136.00	2,040,038.00	-4.2%
90 Non Operating							
Non-Oprt Dbt Srv Propr	10,140.00	9,411.00	18,636.00	21,757.00	105,775.00	108,100.00	2.2%
Non Operating	10,140.00	9,411.00	18,636.00	21,757.00	105,775.00	108,100.00	2.2%
TOTAL 606-Chaska Town Course	2,491,131.95	2,587,771.79	2,456,349.32	2,155,779.35	2,235,911.00	2,148,138.00	-3.9%

Gas Turbine Fund

(Fund 607)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts
1

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

607-PP#2 Turbine	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 607-PP#2 Turbine	-789,630.68	-772,831.13	-751,636.46	-247,655.76	-187,708.00	-121,308.00	-35.4%
TOTAL REVENUE	-1,847,013.92	-1,792,502.22	-1,768,176.17	-1,243,833.90	-2,605,403.00	-2,590,403.00	-.6%
TOTAL EXPENSE	1,057,383.24	1,019,671.09	1,016,539.71	996,178.14	2,417,695.00	2,469,095.00	2.1%
GRAND TOTAL	-789,630.68	-772,831.13	-751,636.46	-247,655.76	-187,708.00	-121,308.00	-35.4%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 14
bgnyrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

607-PP#2 Turbine	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-1,847,013.92	-1,792,502.22	-1,768,176.17	-1,243,833.90	-2,605,403.00	-2,590,403.00	-.6%
Unassigned	-1,847,013.92	-1,792,502.22	-1,768,176.17	-1,243,833.90	-2,605,403.00	-2,590,403.00	-.6%
TOTAL 607-PP#2 Turbine	-1,847,013.92	-1,792,502.22	-1,768,176.17	-1,243,833.90	-2,605,403.00	-2,590,403.00	-.6%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON
P 15
bgnyrpts
PROJECTION: 20001 2020 Budget All Funds
FOR PERIOD 99
ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
607-PP#2 Turbine							
00 Unassigned							
Unassigned	.00	1,219.00	.00	.00	.00	.00	.0%
Unassigned	.00	1,219.00	.00	.00	.00	.00	.0%
80 Enterprise							
Administration Sys	304,331.84	307,824.09	342,286.71	327,066.14	332,045.00	382,345.00	15.1%
Enterprise	304,331.84	307,824.09	342,286.71	327,066.14	332,045.00	382,345.00	15.1%
90 Non Operating							
Non-Oprt Dbt Srv Propr	753,051.40	710,628.00	674,253.00	669,112.00	2,085,650.00	2,086,750.00	.1%
Non Operating	753,051.40	710,628.00	674,253.00	669,112.00	2,085,650.00	2,086,750.00	.1%
TOTAL 607-PP#2 Turbine	1,057,383.24	1,019,671.09	1,016,539.71	996,178.14	2,417,695.00	2,469,095.00	2.1%

Storm Water Fund

(Fund 609)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts
1

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
609-Storm Water							
TOTAL 609-Storm Water	-371,061.00	-273,222.03	-609,579.23	-857,208.09	-132,323.00	-75,979.00	-42.6%
TOTAL REVENUE	-1,594,330.11	-1,478,539.99	-1,886,805.83	-2,010,816.56	-1,878,668.00	-1,961,386.00	4.4%
TOTAL EXPENSE	1,223,269.11	1,205,317.96	1,277,226.60	1,153,608.47	1,746,345.00	1,885,407.00	8.0%
GRAND TOTAL	-371,061.00	-273,222.03	-609,579.23	-857,208.09	-132,323.00	-75,979.00	-42.6%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 15
bgnyrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
609-Storm Water							
00 Unassigned							
Unassigned	-1,213,712.82	-1,319,297.93	-1,806,157.01	-1,889,030.89	-1,878,668.00	-1,961,386.00	4.4%
Unassigned	-1,213,712.82	-1,319,297.93	-1,806,157.01	-1,889,030.89	-1,878,668.00	-1,961,386.00	4.4%
80 Enterprise							
Proj Code - Divn	-290,000.00	-147,856.39	.00	-110,400.00	.00	.00	.0%
Proj Code - Divn	-79,231.62	.00	-69,263.15	.00	.00	.00	.0%
Enterprise	-369,231.62	-147,856.39	-69,263.15	-110,400.00	.00	.00	.0%
90 Non Operating							
Proj Code - Divn	-11,385.67	-11,385.67	-11,385.67	-11,385.67	.00	.00	.0%
Non Operating	-11,385.67	-11,385.67	-11,385.67	-11,385.67	.00	.00	.0%
TOTAL 609-Storm Water	-1,594,330.11	-1,478,539.99	-1,886,805.83	-2,010,816.56	-1,878,668.00	-1,961,386.00	4.4%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 16
bgnyrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
609-Storm Water							
00 Unassigned							
Unassigned	-466,689.69	106,930.13	200,400.00	200,000.00	200,000.00	223,000.00	11.5%
Proj Code - Divn	3,827.04	.00	.00	.00	.00	.00	.0%
Unassigned	-462,862.65	106,930.13	200,400.00	200,000.00	200,000.00	223,000.00	11.5%
80 Enterprise							
Transmission/Distrib/C	516,811.84	546,314.20	387,830.12	452,583.99	969,730.00	839,464.00	-13.4%
Administration Sys	254,755.37	242,910.18	321,389.09	353,805.94	328,906.00	573,326.00	74.3%
Administration Billing	26,043.42	43,962.02	49,773.88	54,483.09	23,187.00	23,420.00	1.0%
Depreciation	134,217.87	170,418.80	172,866.82	.00	30,000.00	30,000.00	.0%
Capital Project Codes	-5,238.32	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	464,966.05	1,276.38	13,117.43	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	723.50	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	148,390.70	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	40,075.12	.00	.00	.0%
Proj Code - Divn	79,231.62	.00	69,263.15	.00	.00	.00	.0%
Proj Code - Divn	5,238.32	29,691.55	.00	88.50	.00	.00	.0%
Enterprise	1,624,416.87	1,035,296.63	1,014,240.49	901,036.64	1,351,823.00	1,466,210.00	8.5%
90 Non Operating							
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 17
bgnyrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

609-Storm Water	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	950.75	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Non-Oprt Dbt Srv Propr	61,714.89	62,140.45	62,586.11	52,571.83	194,522.00	196,197.00	.9%
Non Operating	61,714.89	63,091.20	62,586.11	52,571.83	194,522.00	196,197.00	.9%
TOTAL 609-Storm Water	1,223,269.11	1,205,317.96	1,277,226.60	1,153,608.47	1,746,345.00	1,885,407.00	8.0%

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Curling Center Fund

(Fund 610)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

610-Curling and Event Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 610-Curling and Event	-140,127.82	-375,689.03	-183,837.30	-1,116,385.21	-445.00	-1,912.00	329.7%
TOTAL REVENUE	-1,661,781.74	-2,707,968.62	-2,820,134.56	-2,611,828.53	-2,833,545.00	-2,850,758.00	.6%
TOTAL EXPENSE	1,521,653.92	2,332,279.59	2,636,297.26	1,495,443.32	2,833,100.00	2,848,846.00	.6%
GRAND TOTAL	-140,127.82	-375,689.03	-183,837.30	-1,116,385.21	-445.00	-1,912.00	329.7%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 16
bgnrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

610-Curling and Event Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-487,487.54	-1,486,496.33	-1,520,137.56	-1,478,941.98	-1,578,387.00	-1,575,677.00	-.2%
Unassigned	-487,487.54	-1,486,496.33	-1,520,137.56	-1,478,941.98	-1,578,387.00	-1,575,677.00	-.2%
80 Enterprise							
Administration Sys	-13.83	54.10	-13.11	-55.21	.00	.00	.0%
Curling Center Event C	-83,676.66	-113,622.99	-111,743.69	-115,897.53	-148,000.00	-152,440.00	3.0%
Chaska Curling Center	-576,742.96	-629,799.55	-724,968.05	-673,262.45	-679,158.00	-711,581.00	4.8%
Crooked Pint Ale House	-513,360.83	-478,103.85	-431,957.14	-343,621.36	-428,000.00	-411,060.00	-4.0%
NonRecurring Event	.00	.00	-31,315.01	-50.00	.00	.00	.0%
Enterprise	-1,173,794.28	-1,221,472.29	-1,299,997.00	-1,132,886.55	-1,255,158.00	-1,275,081.00	1.6%
90 Non Operating							
Proj Code - Divn	-499.92	.00	.00	.00	.00	.00	.0%
Non Operating	-499.92	.00	.00	.00	.00	.00	.0%
TOTAL 610-Curling and Event	-1,661,781.74	-2,707,968.62	-2,820,134.56	-2,611,828.53	-2,833,545.00	-2,850,758.00	.6%
TOTAL REVENUE	-70,981,248.15	-76,883,078.99	-79,393,579.54	-73,243,343.94	-80,321,010.00	-84,391,956.00	5.1%
TOTAL EXPENSE	.00	.00	.00	.00	.00	.00	.0%
GRAND TOTAL	-70,981,248.15	-76,883,078.99	-79,393,579.54	-73,243,343.94	-80,321,010.00	-84,391,956.00	5.1%

** END OF REPORT - Generated by Matthew Burt **

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 18
bgnyrpts

PROJECTION: 20001 2020 Budget All Funds

FOR PERIOD 99

ACCOUNTS FOR:

610-Curling and Event Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-682,984.90	-121,671.00	-717.56	.00	.00	.00	.0%
Unassigned	-682,984.90	-121,671.00	-717.56	.00	.00	.00	.0%
80 Enterprise							
Administration Sys	363,563.25	546,569.95	782,630.40	533,245.56	565,755.00	700,142.00	23.8%
Curling Center Event C	105,653.34	140,095.78	120,338.87	102,302.65	134,306.00	143,834.00	7.1%
Chaska Curling Center	406,802.66	430,473.73	489,340.40	444,222.51	484,448.00	359,067.00	-25.9%
Crooked Pint Ale House	49,292.06	63,417.70	63,830.18	127,736.22	58,304.00	53,326.00	-8.5%
NonRecurring Event	.00	8,465.54	41,804.66	66.88	.00	.00	.0%
Depreciation	51,977.08	628,089.64	628,587.56	.00	.00	5,000.00	.0%
Proj Code - Divn	273,033.73	27,528.49	.00	.00	.00	.00	.0%
Curling Center Enterprise	.00	.00	.00	.00	.00	.00	.0%
Enterprise	1,250,322.12	1,844,640.83	2,126,532.07	1,207,573.82	1,242,813.00	1,261,369.00	1.5%
90 Non Operating							
Proj Code - Divn	414,951.17	82,192.51	.00	.00	.00	.00	.0%
Non-Oprt Dbt Srv Propr	539,365.53	527,117.25	510,482.75	287,869.50	1,590,287.00	1,587,477.00	-.2%
Non Operating	954,316.70	609,309.76	510,482.75	287,869.50	1,590,287.00	1,587,477.00	-.2%
TOTAL 610-Curling and Event	1,521,653.92	2,332,279.59	2,636,297.26	1,495,443.32	2,833,100.00	2,848,846.00	.6%
TOTAL REVENUE	.00	.00	.00	.00	.00	.00	.0%
TOTAL EXPENSE	71,571,798.71	74,849,204.41	77,512,786.09	73,551,574.72	79,605,765.00	85,288,355.00	7.1%
GRAND TOTAL	71,571,798.71	74,849,204.41	77,512,786.09	73,551,574.72	79,605,765.00	85,288,355.00	7.1%

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**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/16/2019 **RESOLUTION NO.** 2019-131

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

**A Resolution Adopting 2020 Fund Budgets and
Property Tax Levies for Payable 2020**

WHEREAS, the City has conducted a public hearing on December 2, 2019, to receive comments from the public on a proposed 2020 Budget and tax levies recommended therein; and,

WHEREAS, the City must certify to the County Auditor on or before December 28, 2019, property tax levies for Assessed 2019 Payable 2020.

NOW, THEREFORE, BE IT RESOLVED, that the following Assessed 2019 Payable 2020 property tax levies be adopted consistent with the 2020 Budget:

Fund	Levy Amount
General Fund	\$ 6,926,682
Equipment Acquisition Fund	3,182,000
Mt Pleasant Cemetery Fund	<u>6,000</u>
Total All City Operating Levies	10,114,682
Abatement District Levy	<u>235,703</u>
Total All City Levies	<u>\$10,350,385</u>
 Total EDA Fund Levy, HRA Levy	 <u>\$ 165,747</u>

FURTHER, BE IT RESOLVED, that the following levy supported and special revenue fund budgets for 2020 be adopted:

Fund	Revenues and Other Sources	Expenditures and Other Uses	Fund Balance Increase (Decrease)
General Fund	\$19,009,708	\$19,009,708	\$ 0
Equipment / Street Fund	3,775,000	4,394,000	(619,000)
Mt. Pleasant Cemetery Fund	<u>8,700</u>	<u>13,500</u>	<u>(4,800)</u>
Total City Funds	<u>\$22,793,408</u>	<u>\$23,417,208</u>	<u>\$(623,800)</u>
 EDA Fund	 <u>\$ 316,647</u>	 <u>\$ 316,647</u>	 <u>\$ 0</u>

FURTHER BE IT RESOLVED, that the following enterprise fund budgets for 2020 be adopted:

Fund	Revenues and Other Sources	Expenses and Other Uses	Net Position Increase (Decrease)
Electric	\$39,762,500	\$39,748,088	\$14,412
Water	3,471,300	3,456,286	15,014
Sanitary Sewer	4,451,852	4,682,861	(231,009)
Community Center	3,880,176	4,122,045	(241,869)
Par 30	144,226	193,734	(49,508)
Town Course	2,169,300	2,148,138	21,162
Turbine	2,590,403	2,469,095	121,308
Storm Water Mgmt.	1,961,386	1,885,407	75,979
Curling Center	2,850,758	2,848,846	1,912

FURTHER BE IT RESOLVED, that the City Clerk is directed to file these approved levies with the Carver County Auditor on or before December 28, 2019.

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

Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/16/2019

Subject: Establish 2020 Utility Fund Rates

Prepared By: Matt Podhradsky, City Administrator and
Noel Graczyk, Administrative Services Director

Overview

Both the 2020-2024 Financial Forecast and the 2020 Budget include rate increases in each of the electric, water, sewer and storm water utility funds. In 2020 these proposed rate changes will increase the average residential customer utility bill by 4.8%, or an average increase of \$7.70 per month.

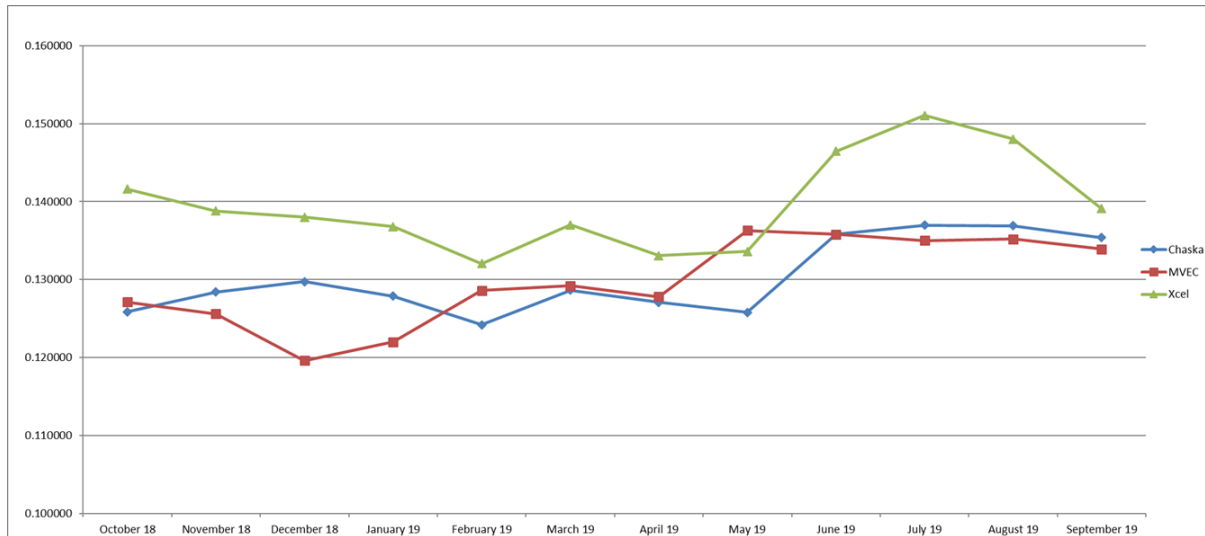
This overall increase of 4.8% is due to a 3.5% increase in electric rates, a 6.2% increase in water rates, a 7.9% increase in sewer rates, and a 3.6% increase in storm water charges. Estimated billed amounts for each utility for an average customer are as follows.

Utility Fund	2019	2020 Increase	%-Increase
Electric (800-kWh)	\$ 96.91	\$ 100.31	\$ 3.41 3.5%
Water (7000-Gal)	21.45	22.79	1.34 6.2%
Sewer (7000-Gal)	33.12	35.73	2.61 7.9%
Storm Water (1-REF)	9.79	10.14	0.35 3.6%
Total	\$ 161.27	\$ 168.97	\$ 7.70 4.8%

Electric Utility

The 2020 Budget for the electric utility anticipates an effective increase of 3.5% across all rate classes. This increase has been distributed across both fixed monthly customer charges, energy charges and demand charges. This increase is needed due to purchased power costs increases from MMPA, wholesale supplier to the City. The effective cost of purchase power to the City is expected to increase by at least 1% and is included in the 3.5% rate increase. The additional rate increase funds operations and system improvements needed to maintain the expanding distribution system. Staff has prepared the attached ordinance to implement these electric rate adjustments.

As you will see in the chart below, electric rates for Chaska electric customers remains very competitive compared to Xcel Energy for 2019, and with adjustments for 2020 will remain very competitive.



The chart above shows that the averaged total bill for a residential user is ~7% below what Xcel charged in 2019, and about the same as Minnesota Valley Electric Cooperative.

For 2020 Xcel will be implementing an interim rate increase after submitting in 2019 to the State Public Utilities Commission a request for a permanent rate increase. In 2020 and future years we expect to be competitive in each of our user categories (residential, commercial and industrial) as Xcel continues to seek rate increases.

Water Utility

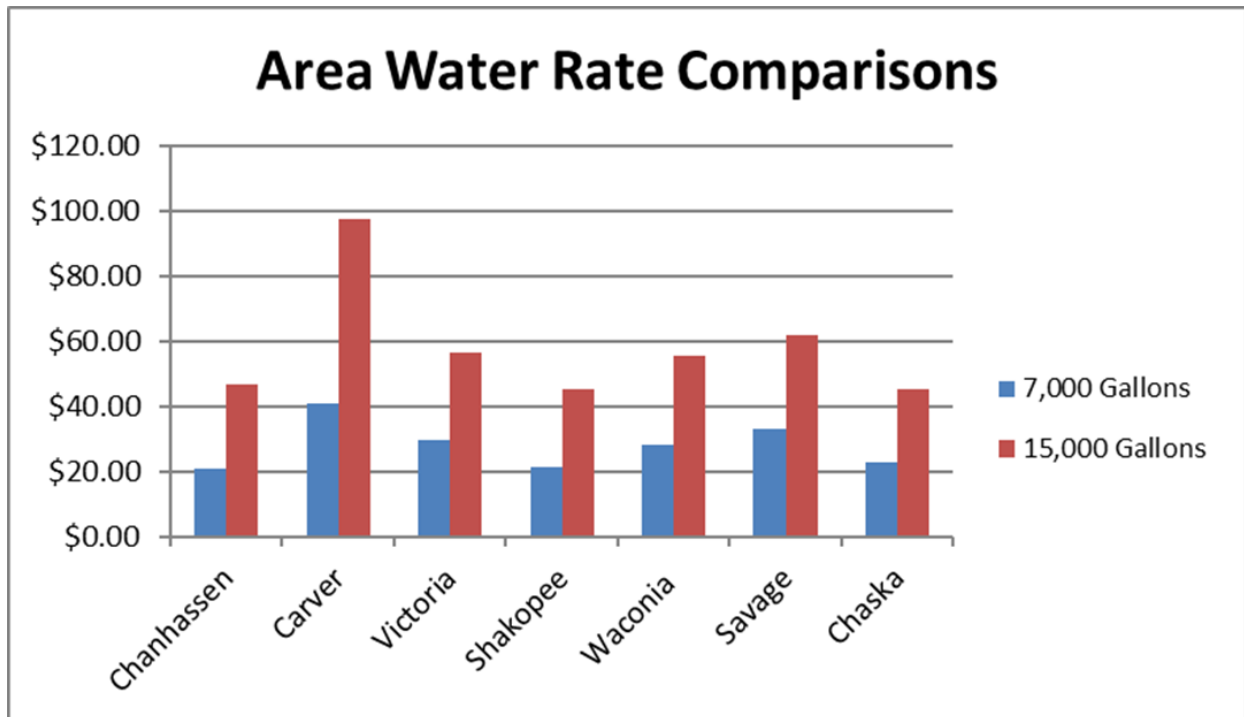
In 2009 the City adopted water rates for 2010 and 2011 based on a water rate study performed to evaluate the long-term operating and capital needs of the water utility. These water rates for 2010 and 2011 also implemented a step rate schedules as required by the State to encourage water conservation efforts.

As part of the development of both the 2020-2024 Financial Forecasts and the 2020 Budget a rate increase of 5% in the water utility is anticipated to continue to fund the water utility operations and capital needs. The 5% increase applies to the first-rate step for an average residential customer. Additional steps within the residential rate increase from 6% to 71% at the highest step to encourage conservation of water usage as required by the State.

In 2020 there is also an increase in the State Clean Water Fee from \$0.53 to \$0.81 per month. This fee is billed monthly as a separate item on the utility bill.

As pointed out in the budget presentations, even though we have seen large percentage increases in our water rates, Chaska's total water rates are very competitive in comparison to other cities around the Metro Area. The following chart shows that while we have increased our water rates, we have been able to do so in a manner that keeps them very competitive with other surrounding municipalities.

The following chart illustrates both winter and summer water usage of an average residential customer.

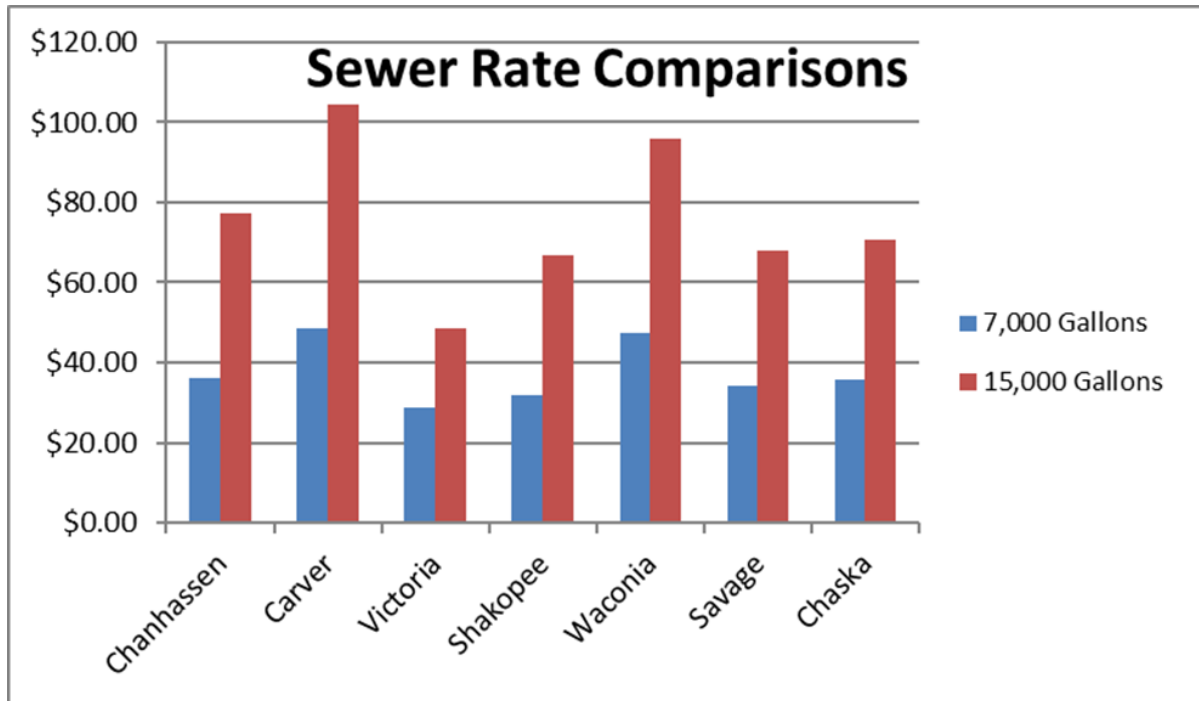


Sanitary Sewer Utility

For 2020 a 5.5% increase in the sewer rental rate is proposed. There will also be a \$1 increase in the residential Sewer Service Charge (SSC) from \$4 to \$5 which provides funding towards fixed costs and capital costs. These rate increases were included as part of both the 2020-2024 Financial Forecasts and the 2020 Budget. Together these increases in the sewer rental rate and the SSC results in an overall 7.9% increase in billed sewer charges.

For 2020, it is proposed that both the sewer rental fee and the monthly pumping fee for customers connected to the 201 Sanitary Sewer Project increase 5.5%. The monthly sewer rental fee will increase to \$23.90 up from \$22.65 and the pumping fee will increase to \$7.75 up from \$7.35.

The following chart shows that while we have increased and adjusted the allocation of our sewer rates, we have been able to do so in a manner that keeps them very competitive with other surrounding municipalities.



Proposed sewer rates for 2020 continue the fourth year of a multiple year implementation to establish a flat rate SSC. A flat rate SSC is based on customer type and is set to recover fixed costs as incurred by the City in providing sewer service. By establishing a SSC in the Sewer Fund, fixed costs are being “unbundled” and billed separately from the sewer rental rate. Under a SSC billing method, costs incurred by the City to provide sewer services are shown on the utility bill not just as a single amount but as a billed amount for sewer rental along with a SSC for fixed costs. Adding a SSC to the Sewer Fund is consistent with the Electric Fund and the Water Fund which each bill a service charge.

For 2020 the residential flat rate SSC increases by \$1 from \$4 to \$5 per month. To offset effects from this increase, the minimum sewer rental bill for the residential customer class has been reduced from \$5.65 to \$5.20. The SSC for industrial customers increases by \$10 from \$40 to \$50 per month. There is no minimum sewer rental bill for industrial customers but the SSC of \$50 will be billed each month as a minimum bill.

Storm Water Utility

In 2008 the City established a storm water utility to account for services that support a City-wide storm-water system and to also account for capital items related to constructing and maintaining a storm water system. The City first billed for storm water utility services as a separate utility in December 2008 based on a rate of \$3.00 per Residential Equivalency Factor (REF).

Based on actual operations over the past ten years and based on current maintenance and inspection needs the City needs to adjust the storm water REF to properly reflect the actual costs incurred by the utility to operate, maintain and improve the storm water system. As part of the development of both the 2020-2024 Financial Forecasts and the 2020 Budget, a rate increase of

\$0.29 per REF is needed to continue to operate the Storm Water Utility Fund. This is an 3.1% increase for a new REF rate set at \$9.79 per REF.

As shown in the following table of surrounding City's storm water utility rates from 2018 even after this change for 2019, Chaska will still be comparable to the 2018 area average:

Eden Prairie	\$15.10
Moorhead	\$10.21
Shakopee	\$7.80
Carver	\$9.26
Edina	\$11.60
Waconia	\$12.65
Eagan	\$10.00
Red Wing	\$11.50
Winona	\$5.81
Chaska	\$9.79
Average	\$10.44

Electric Franchise Fee Rate

The City of Chaska has a policy of transferring a portion of annual Electric Fund revenues to the General Fund as a Payment In Lieu of Taxes (PILOT). This annual PILOT payment to the General Fund helps to reduce General Fund property taxes.

Prior to 1997 it was the policy of the City to transfer 10% of annual gross electric sales. Starting in 1997 this policy changed to a franchise fee rate that is charged on all electrical energy sold or delivered on a per kilowatt-hour (kWh) basis within the City. This change to a franchise fee rate generates an equivalent total annual revenue amount to the General Fund compared to using annual electric sales. Since 1998, the franchise fee rate has been adjusted proportionately each year as the City has adjusted electric rates.

Historically, the City has not collected a franchise fee on the monthly energy adjustment clause. The franchise fee rate is applied only to base sales and excludes any energy adjustments. This ensures that energy adjustments, as billed to customers, neither increase nor decrease the amount of franchise fees paid to the General Fund by the Electric Fund.

The franchise fee rate was last set at \$0.01049 per kWh, effective January 1, 2019. For 2020 a rate of \$0.01086 per kWh is needed to target 10% of total sales. Enclosed for consideration by Council is a proposed resolution that establishes the Electric Franchise Fee Rate at \$0.01086 per kWh, effective January 1, 2020.

Staff Recommendation

Staff recommends adoption of each of three proposed ordinances to establish 2020 utility rates for electric, water, and sewer utilities. Staff also recommends adoption of each of two proposed resolutions establishing 2020 storm-water utility rates and a 2020 electric franchise fee rate.

CITY COUNCIL ACTION REQUESTED

(Note, a separate motion is needed to adopt each ordinance and resolution)

Motion to adopt Ordinance No. 973 establishing 2020 Electric Utility Rates.

Motion to adopt Ordinance No. 974 establishing 2020 Water Utility Rates.

Motion to adopt Ordinance No. 975 establishing 2020 Sewer Utility Rates.

Motion to adopt Resolution No. 2019-129 establishing 2020 Storm Water Utility Rates.

Motion to adopt Resolution No. 2019-130 establishing 2020 Electric Franchise Fee Rate

ORDINANCE NO. 973
AN ORDINANCE AMENDING CHAPTER 8, ARTICLE II, SECTIONS 17(c); 17.1(c);
17.3; 19; 20(c); 20.1(c) and (e); and, 20.1.1(c), OF THE CODE OF ORDINANCES,
CITY OF CHASKA, MINNESOTA
RELATING TO USER CHARGES FOR ELECTRIC

MOTION BY COUNCILMEMBER _____, SECOND BY COUNCILMEMBER _____

The City Council of the City of Chaska do ordain:

Section 1. Section 17 (c) Residential Service Rates of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

(c) Rates – Residential Service

Service Charge		\$10.30 per month
Energy Charge	October-May	\$0.10779 per kWh
Energy Charge	June-September	\$0.12196 per kWh

The minimum monthly bill shall be the service charge.

Section 2. Section 17.1 (c), Senior Citizen Residential Lighting Service Rates, of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

(c) Rates – Senior Citizen Residential Lighting Service

Service Charge		\$9.25 per month
Energy Charge	October-May	\$0.09702 per kWh
Energy Charge	June-September	\$0.10977 per kWh

The minimum monthly bill shall be the service charge.

Section 3. Section 17.3 Off-Peak Electric Space Heating of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

Section 17.3. Off-Peak Electric Heating/Cooling

- (a) *Defined.* The Off-Peak Electric Heating/Cooling classification shall include all Chaska electric customers with electric resistance heating and or heat pumps (ground or air source) separately metered from all other electrical use.
- (b) *Service provided.* An off-peak electrical service rate shall be available to all electrical customers for electric resistance heating or heat pumps only. On-

peak hours: shall be defined as from 7:00 a.m. to 7:00 p.m. inclusive of Monday through Friday. Off-peak hours: shall be defined as all hours not defined as on-peak. Service shall be available through one (1) time-of-day electric meter. In place of a time-of-day meter the City may install one (1) standard single register meter and energy usage may be estimated to be 35% on-peak and 65% off-peak. All wiring shall be done by the customer's electrician at their expense and shall be installed as a separate electric service and not as a sub-meter.

(c) Rates- On and Off-Peak Electric Heating/Cooling

Service Charge		\$6.20 per month
On Peak Energy Charge	October-May	\$0.09553 per KWH
On Peak Energy Charge	June-September	\$0.11007 per KWH
Off Peak Energy Charge	October-May	\$0.07024 per KWH
Off Peak Energy Charge	June-September	\$0.07491 per KWH

Section 4. Section 19 Rates. Security Lighting Service of the Code of Ordinances, City of Chaska, Minnesota, is hereby amended to read as follows:

50 watt	\$9.85 per month
100 watt	\$13.50 per month
150 watt	\$16.15 per month
200 watt	\$20.55 per month
250 watt	\$25.80 per month
400 watt	\$28.15 per month

Section 5. Section 20 (c) General Service Rates of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

(c.) Rates – General Service – below 20 KW Demand. The rates for general service shall be as follows:

Service Charge		\$19.35 per month
Energy Charge	October – May	\$0.11120 per kWh
Energy Charge	June – September	\$0.12513 per kWh

The minimum monthly bill shall be the service charge.

Section 6. Section 20.1 (c) and (e), Large General Service Rates of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

c. Rates – Large General Service – 20 KW demand and above. The monthly bill under the large general service classification shall be the sum of the

demand and energy charges calculated according to the following schedule:

Service Charge		\$56.95 per month
Energy Charge	October-May	\$0.06451 per kWh
Energy Charge	June-September	\$0.07036 per kWh
Demand Charge	October-May	\$11.39 per kW
Demand Charge	June-September	\$14.55 per kW

The minimum monthly bill shall be the service charge.

- e. Power factor clause. The customer agrees to maintain an average power factor as close to one hundred percent (100%) as possible. If the average power factor for the billing period is less than ninety percent (90%) lagging, the billing demand shall be adjusted by multiplying the actual fifteen (15) minute demand measured during the month by the ratio of ninety percent (90%) divided by the customer's average monthly power factor expressed in percent. This calculation only applies to three phase customers with a demand greater than 50 kW.

Section 7. Section 20.1.1 (c), City of Chaska Service Classification Rates of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

- c. Rates – City of Chaska Services

Service Charge		\$19.35 per month
Energy Charge	All Energy Used	\$0.08936 per kWh

The minimum monthly bill shall be the service charge.

Section 8. Effective Date.

This Ordinance shall be in full force and effect from and after its date of passage, adoption, and publication according to law.

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

Mark Windschitl, Mayor

Deputy Clerk

ORDINANCE NO. 974

**AMENDING CHAPTER 25, ARTICLE III, DIVISION 1, SECTIONS 58; AND 59, OF THE
CODE OF ORDINANCES, CITY OF CHASKA, MINNESOTA
RELATING TO USER CHARGES FOR WATER**

MOTION BY COUNCILMEMBER _____, SECOND BY COUNCILMEMBER _____

The City Council of the City of Chaska do ordain:

Section 1. Chapter 25, Article III, Division 1, Section 58 of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

Section 58. Basic rates.

The rate due and payable to the City from each water user within the City for water taken during any month from the water supply system shall be as follows:

Basic Rates as of January 2020:

Residential:

Billing Period Consumption:	January 2020
Per Thousand Gallons (PTG) at -	
0-7,000 gallons	\$ 2.69 PTG
7,001 to 20,000 gallons	\$ 2.85 PTG
20,001 to 30,000 gallons	\$ 3.20 PTG
30,001 to 40,000 gallons	\$ 3.71 PTG
Above 40,001 gallons	\$ 4.59 PTG

Commercial:

Billing Period Consumption:	January 2020
Per Thousand Gallons (PTG) at -	
0 to 20,000 gallons	\$ 2.29 PTG
Above 20,001 gallons	\$ 2.54 PTG
Bulk Water (Hydrant)	\$ 6.72 PTG

Industrial:

Billing Period Consumption:	January 2020
Per Thousand Gallons (PTG) at -	
0 to 90,000	\$ 2.04 PTG
Above 90,001 gallons	\$ 2.28 PTG

City of Chaska:

Billing Period	January
Consumption:	2020

Per Thousand Gallons (PTG) at -	
0-7,000 gallons	\$ 1.75 PTG
7,001 to 20,000 gallons	\$ 1.86 PTG
20,001 to 30,000 gallons	\$ 2.08 PTG
30,001 to 40,000 gallons	\$ 2.42 PTG
Above 40,001 gallons	\$ 2.99 PTG

Irrigation Only Meters:

Billing Period	January
Consumption:	2020

Per Thousand Gallons (PTG) at -	
0 to 20,000 gallons	\$ 2.98 PTG
20,001 to 40,000 gallons	\$ 3.71 PTG
Above 40,001 gallons	\$ 4.59 PTG

Section 2. Chapter 25, Article III, Division 1, Section 59 of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

Section 59. Customer charges, minimum charges and minimum flat-rate charges.

Charges as of January 2020:

Notwithstanding the schedule of charges listed herein each water user shall pay a Customer Charge and a Minimum Flat Rate Charge for each monthly period during which water service is furnished as follows:

<u>Meter Size</u>	<u>Monthly Flat Rate, Customer Charges (Per Occupancy Unit)</u>	<u>Monthly Flat-Rate, Charge for Safe Drinking Water (Per Service Connection)</u>
5/8 to 3/4 inch	\$ 3.15	\$ 0.81
1 inch	\$ 4.30	\$ 0.81
1 1/2 inch	\$ 5.35	\$ 0.81
2 inch	\$ 8.60	\$ 0.81
3 inch	\$ 32.65	\$ 0.81
4 inch	\$ 41.65	\$ 0.81
6 inch and over	\$ 62.35	\$ 0.81

The above stated Customer Charge as applied to single-family dwellings, townhomes, condominiums, apartments and duplex homes shall be three dollars and fifteen cents (\$3.15) for each living unit contained therein.

Section 3. Effective Date

This ordinance shall be in full force and effect from and after its date of passage, adoption, and publication according to law.

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

Mark Windschitl, Mayor

Deputy Clerk

ORDINANCE NO. 975

**AN ORDINANCE AMENDING CHAPTER 19, ARTICLE VI, DIVISION 2,
SECTIONS 221; 222; OF THE CODE OF ORDINANCES, CITY OF CHASKA, MINNESOTA
RELATING TO USER CHARGES FOR SEWER**

MOTION BY COUNCILMEMBER _____, SECOND BY COUNCILMEMBER _____

The City Council of the City of Chaska do ordain:

Section 1. Chapter 19, Article VI, Division 2, Section 221, of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

Section 221. Imposed.

The sewer rates, charges and rentals to be charged against property shall be based upon the quantity of water used thereon and the quality of sewage generated there from and shall be determined as follows:

- a. The charges each calendar month shall be based on the amount of water used on said property measured as provided in Section 19-122 and are hereby established as follows:

Four dollars and thirty-nine cents (\$4.39) per thousand (1,000) gallons per calendar month.

- b. The charges each calendar month for residential properties located on Co Rd 10 within the City of Chaska and those units in that portion of Planning Area 9-B/9-C located in Chaska Township involved in the 201 Sanitary Sewer Project, and elect to choose a flat sewer user fee for on-site wastewater treatment systems are hereby established as follows:

Sewer Rental Fee, Per Month	\$ 23.90
Pumping Fee, Per Month	\$ 7.75

Section 2. Chapter 19, Article VI, Division 2, Section 222, of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

Section 222. Minimum Charges

Notwithstanding anything to the contrary otherwise appearing in this article the minimum sewer rental charge and minimum service charge, according to classification of property use as provided by the article, shall be as follows:

		Minimum Charges	
		Sewer Rental Charge	Service Charge
Class 1	Residential, per month	\$ 5.20	\$ 5.00
Class 2	Commercial, per month	\$ 5.20	\$ 5.00

Class 3	Industrial, per month	\$0	\$50
Class 4	Sewer Rental Fee, per month	\$23.90	n/a
Class 5	Sewer Pumping Fee, per month	\$ 7.75	n/a

The above stated minimum service charge as applied to single-family dwelling townhouses, condominiums, apartments and duplex homes shall be five dollars and zero cents (\$5.00) for each living unit contained therein.

Section 3. Effective Date

This ordinance shall be in full force and effect from and after its date of passage, adoption, and publication according to law.

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

Mark Windschitl, Mayor

Deputy Clerk

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/16/2019 **RESOLUTION NO.** 2019-129

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

A Resolution Adopting a Storm Water Utility Residential Equivalency Factor

WHEREAS, the City Council on September 12, 2011 adopted Ordinance No. 853 amending Chapter 22 of the Code of Ordinances of the City of Chaska relating to a storm water utility; and,

WHEREAS, Item (b), Section 09, Article 2, Chapter 22 of the Code of Ordinances as amended by Ordinance No. 853 states "The storm water management fee for single-family residential property shall be calculated by dividing the storm water management budget by the total number of REFs (Residential Equivalency Factor). The monthly storm water utility fee shall be set annually by the City Council."; and,

WHEREAS, the City Council on December 16, 2019 approved a 2020 Budget for the Storm Water Utility Fund based on \$1,885,407 in total expenses and 185,938 in total REFs for a REF rate of \$10.14 per REF.

NOW, THEREFORE, BE IT RESOLVED, that a rate of Ten Dollars and Fourteen Cents (\$10.14) per REF be established for the Storm Water Utility.

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

Mark Windschitl, Mayor

Attest: _____
Deputy Clerk

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/16/2019 **RESOLUTION NO.** 2019-130

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

A Resolution to Establish Electric Franchise Fee Rates

WHEREAS, the Chaska City Code requires electric utilities operating in the City of Chaska to execute a Franchise Agreement with the City; and,

WHEREAS, City of Chaska Ordinance 611 requires the City Council to establish a per kilowatt-hour Electric Franchise Fee Rate; and,

WHEREAS, City of Chaska Ordinance 611 further provides that Chaska Public Electric Utility (Chaska Electric Fund) would pay an Electric Franchise Fee equal to the specific charges per kilowatt-hour as established by City of Chaska resolution; and,

WHEREAS, both the adopted 2020 Chaska Electric Fund Budget and adopted electric rates for 2020 increase the 2020 Electric Franchise Fee Rate based on a \$0.00021 per kilowatt-hour increase in the Franchise Fee Rate from \$0.01049 to \$0.01086 per kilowatt-hour.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Chaska, that Electric Franchise Fee Rates for 2020 be established as follows:

\$0.01086 per kilowatt-hour of electric energy transmitted, furnished, delivered or received effective January 1, 2020.

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

Mark Windschitl, Chaska Mayor

Attest _____
Deputy Clerk

CLAIMS ROSTER REPORT

FOR COUNCIL MEETING:

December 16, 2019

Paid and Unpaid Invoices:

Check #'s 330787-330993

\$5,515,304.91

Paid Electronic Invoices:

Wire #'s 2133-2149

\$7,356,663.04

Amount for Approval-Council Meeting:

December 16, 2019

\$12,871,967.95

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City of Chaska
VENDOR INVOICE LIST



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CHECK DATE: 12/17/2019									
100097 AMERICAN TIME & SIGNAL CO									
825358		11/21/2019	121719	330822	103.14	12/21/2019	INV	PD	wire guards for clocks
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100103 ANCOM TECHNICAL CENTER									
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100119 SHAKOPEE VALLEY FORD									
257758FOW		11/25/2019	121719	330824	50.40	12/27/2019	INV	PD	Squad 1163 trottle wire p
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257759FOW		11/26/2019	121719	330824	50.40	12/27/2019	INV	PD	Squad trottle wire plugs
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104056 AQUA LOGIC INC									
49558		12/03/2019	121719	330825	814.40	01/03/2020	INV	PD	Leisure Pool filter sand
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100122 ARAMARK REFRESHMENT SERVICES									
1386679		10/31/2019	121719	330826	54.46	11/30/2019	INV	PD	COFFEE FOR FD
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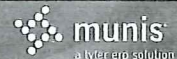


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City of Chaska
VENDOR INVOICE LIST

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apinvlst

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BTMA2985		11/25/2019	121719	330829	17,565.00	12/25/2019	INV	PD	2019E COSTS OF ISSUANCE
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BTMA3078		12/04/2019	121719	330829	850.00	01/04/2020	INV	PD	ARB CALC 2009A FOR 2019
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BTMA3109		12/05/2019	121719	330829	3,100.00	01/05/2020	INV	PD	ARB CALC 2009B-FINAL
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					67,325.00				
100174 BAUER BUILT TIRE AND BATTERY									
180255818		11/19/2019	121719	330830	120.00	12/19/2019	INV	PD	SERVICE CALL FOR #312 FIR
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180256370		11/19/2019	121719	330830	117.00	12/19/2019	INV	PD	#113 INSTALL NEW TIRES



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City of Chaska
VENDOR INVOICE LIST

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apinvlst

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919017840		11/26/2019	121719	330834	540.12	12/26/2019	INV	PD	ELECTRICAL TAPE AND WIRE
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100226 BRAUN INTERTEC CORPORATION					1,058.82				
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CHECK DATE: 12/17/2019									
100301 CARVER COUNTY									

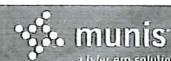


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City of Chaska
VENDOR INVOICE LIST

P 5
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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
30.0061200-2019 CHECK DATE: 12/17/2019		12/04/2019	121719	330837	2,771.87	12/31/2019	INV	PD	PROP TAX-4460 BIG WOODS B
100302 CARVER COUNTY									
2398 CHECK DATE: 12/17/2019		12/09/2019	121719	330838	8,563.25	01/08/2020	INV	PD	PAY 2020 TNT BILLING
100299 CARVER COUNTY PARKS & RECREATION									
193141 CHECK DATE: 12/17/2019		12/10/2019	121719	330839	1,860.75	01/06/2020	INV	PD	Summer Programming 6/3-8/
193262 CHECK DATE: 12/17/2019		12/06/2019	121719	330839	253.00	01/06/2020	INV	PD	Archery Series 9/24
100319 CARVER COUNTY					2,113.75				
PW-5131 CHECK DATE: 12/17/2019		11/25/2019	121719	330840	2,046,357.70	12/25/2019	INV	PD	CSAH 61 & CREEK RD CITY C
PW-5132 CHECK DATE: 12/17/2019		11/25/2019	121719	330840	1,193,427.80	12/25/2019	INV	PD	TH 41 EXPANSION CITY COST
107966 CAUBLE, AMY					3,239,785.50				
2005725.002 CHECK DATE: 12/05/2019		12/04/2019	120519	330788	500.00	01/04/2020	INV	PD	DAMAGE DEPOSIT REFUND PAYER: CAUBLE, AMY
100323 CDW GOVERNMENT INC									
VTH6431 CHECK DATE: 12/17/2019		11/18/2019	121719	330841	464.30	12/18/2019	INV	PD	UPS REPLACEMENTS
VTV0807 CHECK DATE: 12/17/2019		11/19/2019	121719	330841	719.22	12/19/2019	INV	PD	UPS REPLACEMENTS
ZR00102219 CHECK DATE: 12/05/2019		08/29/2019	120519	330789	49.00	12/26/2019	INV	PD	WEBEX LICENSING
100332 CENTERPOINT ENERGY RESOURCES CORP					1,232.52				
105010300/NOV19 CHECK DATE: 12/17/2019		12/05/2019	121719	330842	3,823.24	01/02/2020	INV	PD	NOV 2019 3210 CHASKA BLVD



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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
109045922/OCT19 CHECK DATE: 12/11/2019		11/05/2019	121119	330808	4,373.21	12/03/2019	INV	PD	OCT 2019 1661	PARK RIDGE
109052076/OCT19 CHECK DATE: 12/11/2019		11/05/2019	121119	330808	3,616.05	12/03/2019	INV	PD	OCT 2019 1611	PARK RIDGE
					11,812.50					
100337 QWEST CORPORATION										
1480537720 CHECK DATE: 12/11/2019		11/15/2019	121119	330810	11,950.52	12/15/2019	INV	PD	NOV 2019	INTERNET SERVICE
313692512/DEC19 CHECK DATE: 12/11/2019		12/01/2019	121119	330809	255.92	12/27/2019	INV	PD	DEC 2019	TC CLUBHS LOC PH
313773369/DEC19 CHECK DATE: 12/11/2019		12/01/2019	121119	330809	84.17	12/27/2019	INV	PD	DEC 2019	CCC BURGLAR ALAR
					12,290.61					
100338 QWEST CORPORATION										
202000790/NOV19 CHECK DATE: 12/11/2019		11/21/2019	121119	330811	3,626.63	12/17/2019	INV	PD	NOV 2019	PHN/LONG DIST SV
202001327/NOV19 CHECK DATE: 12/05/2019		11/21/2019	120519	330790	40.95	12/17/2019	INV	PD	NOV 2019	T1 FOR PHONE SYS
					3,667.58					
100374 CHANHASSEN, CITY OF										
72953 CHECK DATE: 12/17/2019		11/30/2019	121719	330843	14.88	12/21/2019	INV	PD	STORMWATER 6/1/19-11/30/1	
73014 CHECK DATE: 12/17/2019		12/03/2019	121719	330843	20.11	12/25/2019	INV	PD	OCT 2019	TH41/82ND ST SIG
					34.99					
100346 CHASKA DOWNTOWN BUSINESS ALLIANCE										
Q4 2019 CHECK DATE: 12/17/2019		12/03/2019	121719	330844	14,525.00	01/03/2020	INV	PD	4TH QTR	SPECIAL SERVICES
100377 CHASKA ROTARY CLUB										
73032 CHECK DATE: 12/17/2019		12/06/2019	121719	330845	2,000.00	01/06/2020	INV	PD	CHASKA CARES	GOLF EVENT
103233 CLARK, MATT										



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VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
72631		11/19/2019	121719	330846	37.05	12/27/2019	INV	PD	COFFEE FOR CONDEMNATION H
CHECK DATE: 12/17/2019									
100418 CLEARSOFT INC									
11/25/19		11/25/2019	121719	330847	1,223.04	12/25/2019	INV	PD	salt
CHECK DATE: 12/17/2019									
121-318		11/01/2019	121719	330847	76.13	11/27/2019	INV	PD	NOV FD WATER SOFTENER REN
CHECK DATE: 12/17/2019									
122-317		12/01/2019	121719	330847	76.14	12/27/2019	INV	PD	DEC FD WATER SOFTENER REN
CHECK DATE: 12/17/2019									
					1,375.31				
104831 PACIFIC RIM VENTURES INC									
1087377-00		12/10/2019	121719	330848	177.00	02/10/2020	INV	PD	GOLF PUSH CART RESALE
CHECK DATE: 12/17/2019									
100768 CODE 4 SERVICES INC									
4996		08/08/2019	121719	330849	1,765.77	09/08/2019	INV	PD	ROUTERS FOR CHASKA PARKS
CHECK DATE: 12/17/2019									
5150		11/06/2019	121719	330849	3,252.14	12/22/2019	INV	PD	Squad 1193 set up
CHECK DATE: 12/17/2019									
					5,017.91				
100436 COMCAST CORPORATION									
0033141Dec19CCC		11/25/2019	121119	330812	42.01	12/20/2019	INV	PD	CCC cable
CHECK DATE: 12/11/2019									
0055482/NOV19		11/12/2019	120519	330791	6.76	12/07/2019	INV	PD	NOV FD CABLE
CHECK DATE: 12/05/2019									
0318609Dec19fitness		11/23/2019	121119	330812	319.78	12/18/2019	INV	PD	fitness cable tv
CHECK DATE: 12/11/2019									
					368.55				
102867 TILLER CORPORATION									
191031		10/31/2019	121719	330850	20,072.82	11/30/2019	INV	PD	CCC LOT + INTEREST (1 MN
CHECK DATE: 12/17/2019									
102258 COMMERCIAL FLOORING SERVICES LLC									
113245-1		11/08/2019	121719	330851	14,774.00	12/08/2019	INV	PD	CCC entrance carpet & mat

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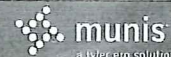
City of Chaska
VENDOR INVOICE LIST



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/17/2019									
107399 OCCUPATIONAL HEALTH CENTERS OF MN PC									
103088160		11/27/2019	121719	330852	145.00	12/27/2019	INV	PD	New Officer Wolf medical
CHECK DATE: 12/17/2019									
100429 COORDINATED BUSINESS SYSTEMS LTD									
INV58270		12/05/2019	121719	330853	22.72	12/15/2019	INV	PD	TC COPIER CONTRACT
CHECK DATE: 12/17/2019									
INV58432		12/05/2019	121719	330854	528.64	01/03/2020	INV	PD	Contract invoice-PD month
CHECK DATE: 12/17/2019									
					551.36				
106301 CORE AND MAIN LP									
L537828	190211	11/27/2019	121719	330855	1,043.84	12/27/2019	INV	PD	WATER STOCK SCREWS AND AD
CHECK DATE: 12/17/2019									
L537836	190210	11/27/2019	121719	330855	354.95	12/27/2019	INV	PD	9 LB ANODES
CHECK DATE: 12/17/2019									
L562354		11/20/2019	121719	330855	93.96	12/20/2019	INV	PD	STORM SEWER REPAIRS ON PA
CHECK DATE: 12/17/2019									
L596729	190212	11/27/2019	121719	330855	702.38	12/27/2019	INV	PD	WATER STOCK ALPHA, MEGALU
CHECK DATE: 12/17/2019									
L619477		12/03/2019	121719	330855	-119.89	12/30/2019	CRM	PD	PRICE ADJUSTMENT (OVER PR
CHECK DATE: 12/17/2019									
					2,075.24				
107964 CRUZ, JENNA									
17247		11/15/2019	121719	330856	227.50	12/15/2019	INV	PD	HRC REIMBURSE RENTAL FEE
CHECK DATE: 12/17/2019									
100475 CRYSTEEL TRUCK EQUIPMENT INC									
LP193448		11/19/2019	121719	330857	345.00	12/19/2019	INV	PD	#130 SNOW BLOWER
CHECK DATE: 12/17/2019									
100479 CULLIGAN-METRO BROOKLYN PARK									
73158		11/30/2019	121719	330858	65.21	12/20/2019	INV	PD	TC MAINT BLDG WATER & COO
CHECK DATE: 12/17/2019									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION								
100555 D R HORTON INC																	
2631		11/19/2019	121719	330859	750.00	12/19/2019	INV	PD	BLDRS DEP REF-2631 CLOVER								
CHECK DATE: 12/17/2019																	
2637		11/19/2019	121719	330859	750.00	12/19/2019	INV	PD	BLDRS DEP REF-2637 CLOVER								
CHECK DATE: 12/17/2019																	
2662		11/19/2019	121719	330859	750.00	12/19/2019	INV	PD	BLDRS DEP REF-2662 CLOVER								
CHECK DATE: 12/17/2019																	
					2,250.00												
107812 SCOTT CONGDON																	
3499		12/04/2019	121719	330860	51.00	01/03/2020	INV	PD	BUSINESS CARDS - E. HANSO								
CHECK DATE: 12/17/2019																	
100549 DORSEY AND WHITNEY LLP																	
3536006		11/05/2019	120519	330792	38,000.00	12/05/2019	INV	PD	2019B/C BOND COUNSEL FEES								
CHECK DATE: 12/05/2019																	
105629 DICKS SANITATION SERVICE INC																	
DT0002980214		11/30/2019	121719	330861	640.32	12/30/2019	INV	PD	DEC CCC TRASH PICK UP								
CHECK DATE: 12/17/2019																	
DT0002984369		11/30/2019	121719	330861	1,516.65	12/30/2019	INV	PD	MSB								
CHECK DATE: 12/17/2019																	
DT0002984370		11/30/2019	121719	330861	178.32	12/30/2019	INV	PD	FIRE STATION								
CHECK DATE: 12/17/2019																	
DT0002984371		11/30/2019	121719	330861	473.82	12/16/2019	INV	PD	CITY HALL								
CHECK DATE: 12/17/2019																	
DT0002984372		11/30/2019	121719	330861	64.03	12/16/2019	INV	PD	ATHLETIC PARK								
CHECK DATE: 12/17/2019																	
DT0002984373		11/30/2019	121719	330861	44.23	12/16/2019	INV	PD	LION'S PARK								
CHECK DATE: 12/17/2019																	
DT0002984374		11/30/2019	121719	330861	133.38	12/16/2019	INV	PD	VETERAN'S PARK								
CHECK DATE: 12/17/2019																	
DT0002984375		11/30/2019	121719	330861	44.23	12/16/2019	INV	PD	COMMUNITY PARK								
CHECK DATE: 12/17/2019																	
DT0002984376		11/30/2019	121719	330861	40.01	12/16/2019	INV	PD	MCKNIGHT PARK								
CHECK DATE: 12/17/2019																	



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
DT0002984377		11/30/2019	121719	330861	40.01	12/16/2019	INV	PD	SUNSET PARK
CHECK DATE: 12/17/2019									
					3,175.00				
107969 ECCS COMMUNITY EDUCATION									
2005742.002		12/09/2019	121119	330813	62.50	12/31/2019	INV	PD	REFUND PERMIT CHARGES-CHA
CHECK DATE: 12/11/2019									PAYEE: ECCS COMMUNITY EDUCATION
105728 FIDELITY SECURITY LIFE INSURANCE COMPANY									
164128434		11/26/2019	120519	330793	592.60	12/26/2019	INV	PD	DEC 2019 EMP VISION INS P
CHECK DATE: 12/05/2019									
105908 FAMILY SUPPORT REGISTRY									
PR12061910859189		12/06/2019	120919	330800	34.00	12/06/2019	INV	PD	120619 Payroll Child Supp
CHECK DATE: 12/09/2019									
100649 FEDERAL EXPRESS CORPORATION									
6-851-14861		11/27/2019	121119	330814	36.36	12/27/2019	INV	PD	SHIPPING
CHECK DATE: 12/11/2019									
100655 FERRELLGAS 7780961									
1108952333		11/20/2019	121719	330862	49.00	12/20/2019	INV	PD	PROPANE FOR FORKLIFT
CHECK DATE: 12/17/2019									
1109038975		11/25/2019	121719	330862	71.71	12/25/2019	INV	PD	PROPANE
CHECK DATE: 12/17/2019									
					120.71				
106319 CHAD JEREMY FIGG									
NOV 2019		12/05/2019	121719	330863	605.70	01/05/2020	INV	PD	NOV TAE KWON DO
CHECK DATE: 12/17/2019									
107221 FIRST ARRIVING LLC									
1628		11/16/2019	121719	330864	518.00	01/01/2020	INV	PD	PSIN LICENSE RENEWAL
CHECK DATE: 12/17/2019									
106486 FLOYD TOTAL SECURITY									
1332961		11/26/2019	121719	330865	2,739.94	12/26/2019	INV	PD	LOCKS & KEYS FOR SUBSTATI
CHECK DATE: 12/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100745 DEBBIE M BACKLUND									
73159 CHECK DATE: 12/17/2019		11/30/2019	121719	330866	320.63	12/30/2019	INV	PD	CLUBHOUSE WINTER ARRANGEM
106901 INFLECTION.COM INC									
CIT02939017 CHECK DATE: 12/17/2019		11/30/2019	121719	330867	164.00	12/15/2019	INV	PD	BACKGROUND CHECKS
101463 GOPHER STATE ONE CALL									
9110279 CHECK DATE: 12/17/2019		11/30/2019	121719	330868	299.70	12/30/2019	INV	PD	NOVEMBER LOCATES
100752 GPSI LEASING II ACCORD LLC									
REP0007058 CHECK DATE: 12/17/2019		11/25/2019	121719	330869	215.00	12/25/2019	INV	PD	GPS REPAIR
100763 GRACZYK, NOEL									
72857 CHECK DATE: 12/17/2019		11/21/2019	121719	330870	670.14	01/02/2020	INV	PD	FLIGHT, TRNSP, MEALS-GFOA
100759 GRAINGER									
9358526672 CHECK DATE: 12/17/2019		11/18/2019	121719	330871	806.00	12/18/2019	INV	PD	HEATER FOR WATER DEPARTME
9363177321 CHECK DATE: 12/17/2019		11/20/2019	121719	330871	435.36	12/20/2019	INV	PD	Replacement filters-curli
9370100779 CHECK DATE: 12/17/2019		11/27/2019	121719	330871	326.43	12/27/2019	INV	PD	replacement microwave Lod
9370400203 CHECK DATE: 12/17/2019		11/27/2019	121719	330871	20.82	12/27/2019	INV	PD	pool plumbing supplies
					1,588.61				
100772 MINNEAPOLIS ST PAUL REG ECON DEV PAR									
2279 CHECK DATE: 12/17/2019		06/13/2019	121719	330872	10,000.00	12/22/2019	INV	PD	2019 ANNUAL INVESTMENT
107449 GRINNELL, KELLY									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
72829		11/21/2019	121719	330873	28.80	01/02/2020	INV	PD	MILEAGE-BAKER TILLY SYMPO
CHECK DATE: 12/17/2019									
102333 HANSON, ELIZABETH									
73096		11/08/2019	121719	330874	256.94	12/31/2019	INV	PD	MILEAGE 8/29-11/8
CHECK DATE: 12/17/2019									
100810 HAWKINS INC									
4619311		11/21/2019	121719	330875	15.00	12/21/2019	INV	PD	DEMURRAGE
CHECK DATE: 12/17/2019									
4619411		11/21/2019	121719	330875	10.00	12/21/2019	INV	PD	DEMURRAGE
CHECK DATE: 12/17/2019									
4619790		11/18/2019	121719	330875	2,903.94	12/18/2019	INV	PD	WTP CHEMICALS
CHECK DATE: 12/17/2019									
					2,928.94				
100827 HEGERS DAIRY LLC									
72958		12/04/2019	121719	330876	7.78	12/31/2019	INV	PD	November milk for Treks &
CHECK DATE: 12/17/2019									
100834 HENNEPIN COUNTY FIRE CHIEFS ASSOC									
19-042		12/04/2019	121719	330877	450.00	01/04/2020	INV	PD	BLUE CARD TEST FOR FF - C
CHECK DATE: 12/17/2019									
107645 HENNING PROFESSIONAL SERVICES INC									
954-6		12/04/2019	121719	330878	829.50	01/04/2020	INV	PD	CITY SQUARE WEST ACQUISIT
CHECK DATE: 12/17/2019									
955-6		12/04/2019	121719	330878	738.00	01/04/2020	INV	PD	CREEK RD-COTTRELL PROPERT
CHECK DATE: 12/17/2019									
					1,567.50				
107965 HENRICKSON, ABBY									
2005720.002		12/03/2019	120519	330794	300.00	01/03/2020	INV	PD	DAMAGE DEPOSIT REFUND-CRA
CHECK DATE: 12/05/2019									
100848 HIGH TECH CLEANING INC									
15356		12/01/2019	121719	330879	3,092.25	12/30/2019	INV	PD	CITY HALL



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/17/2019									
15357		12/01/2019	121719	330879	485.16	12/30/2019	INV	PD	COMMUNITY ROOM - CLOVER R
CHECK DATE: 12/17/2019									
15358		12/01/2019	121719	330879	1,495.91	12/30/2019	INV	PD	FIRE STATION
CHECK DATE: 12/17/2019									
15359		12/01/2019	121719	330879	1,140.83	12/30/2019	INV	PD	HISTORY CENTER
CHECK DATE: 12/17/2019									
15360		12/01/2019	121719	330879	202.15	12/30/2019	INV	PD	IT DEPARTMENT
CHECK DATE: 12/17/2019									
15361		12/01/2019	121719	330879	1,971.55	12/30/2019	INV	PD	MSB
CHECK DATE: 12/17/2019									
15362		12/01/2019	121719	330879	161.72	12/30/2019	INV	PD	STANTEC BUILDING
CHECK DATE: 12/17/2019									
15363		12/01/2019	121719	330879	625.00	12/30/2019	INV	PD	WTP
CHECK DATE: 12/17/2019									
					9,174.57				
100859 HOISINGTON KOEGLER GROUP INC									
017-038-25		12/08/2019	121719	330880	2,160.00	01/08/2020	INV	PD	CITY SQUARE WEST
CHECK DATE: 12/17/2019									
018-022-17		12/08/2019	121719	330880	342.50	01/08/2020	INV	PD	COMPREHENSIVE PLAN 2040
CHECK DATE: 12/17/2019									
019-047-3		12/08/2019	121719	330880	4,775.13	01/08/2020	INV	PD	SAVANNA PARK ENGINEERING
CHECK DATE: 12/17/2019									
019-053-2		12/08/2019	121719	330880	1,680.74	01/08/2020	INV	PD	LION'S PARK SHELTER DESIG
CHECK DATE: 12/17/2019									
019-44-4		12/09/2019	121719	330880	12,811.64	01/09/2020	INV	PD	HOLASEK PROPERTY-HEARING
CHECK DATE: 12/17/2019									
					21,770.01				
100878 HUEBSCH									
84176/NOV2019		11/30/2019	121719	330881	985.55	12/10/2019	INV	PD	NOV 2019 RUG/MAT SVC
CHECK DATE: 12/17/2019									
100889 INTERNATIONAL CITY MGMT ASSN RETIREMENT CORP									
2019/1206-ICMA		12/06/2019	120919	330801	3,785.01	12/06/2019	INV	PD	20191206 - Payroll 457 &
CHECK DATE: 12/09/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
104751 IMPACT MAILING OF MINNESOTA INC									
144086		11/21/2019	121719	330882	473.54	12/21/2019	INV	PD	Disconnect Notices 11/08/
CHECK DATE: 12/17/2019									
144087		11/21/2019	121719	330882	280.89	12/21/2019	INV	PD	Final Bills 11/14/2019
CHECK DATE: 12/17/2019									
					754.43				
103041 IP STREAM MINNEAPOLIS LLC									
5		12/05/2019	121719	330883	18,357.00	12/31/2019	INV	PD	TAX ABATEMENT PAYMENT #5
CHECK DATE: 12/17/2019									
100905 ISC COMPANIES INC									
1460901		11/25/2019	121719	330884	1,127.66	12/25/2019	INV	PD	replacement drive belts
CHECK DATE: 12/17/2019									
100941 JANSEN, SANDRA									
ACHreturn100291		12/03/2019	120519	330795	50.00	01/03/2020	INV	PD	PARTIAL ACH RETURN FOR CL
CHECK DATE: 12/05/2019									
100943 JEFFERSON FIRE & SAFETY INC									
IN112208		11/15/2019	121719	330885	3,439.60	12/15/2019	INV	PD	HOSE FOR FIRE TRUCK
CHECK DATE: 12/17/2019									
IN112728		12/02/2019	121719	330885	769.80	01/01/2020	INV	PD	FIRE HOOKS ALUM WEDGE FOR
CHECK DATE: 12/17/2019									
IN112858		12/03/2019	121719	330885	905.96	01/02/2020	INV	PD	SMALL TOOLS FOR TRUCKS
CHECK DATE: 12/17/2019									
					5,115.36				
100967 JORDAN TRANSFORMER LLC									
14842	180129	11/26/2019	121719	330886	4,129.00	12/26/2019	INV	PD	WEST CREEK SUB -NITROGEN
CHECK DATE: 12/17/2019									
100972 JT SERVICES OF MINNESOTA									
JT19-339-04	190213	12/05/2019	121719	330887	7,974.00	01/04/2020	INV	PD	LENSE GLASS GRANVILLE, FI
CHECK DATE: 12/17/2019									
102949 KENNEDY & GRAVEN, CHARTERED									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CH145-00019 SEP CHECK DATE: 12/17/2019		12/05/2019	121719	330888	702.50	01/05/2020	INV	PD	BLDG CTR SITE-CONTRACT FO
100992 KEYS WELL DRILLING COMPANY									
WELL 5 CHECK DATE: 12/17/2019		11/15/2019	121719	330889	63,815.00	12/27/2019	INV	PD	WELL NO 5 REHAB Pay Req 1
106300 KIBBLE EQUIPMENT LLC									
2158217 CHECK DATE: 12/17/2019		11/19/2019	121719	330890	174.84	12/19/2019	INV	PD	#226 BLOCK HEATER (PARK T
2165662 CHECK DATE: 12/17/2019		11/25/2019	121719	330890	-56.76	12/25/2019	CRM	PD	CREDIT #226 BLOCK HEATER
					118.08				
101007 KODRU EQUIPMENT INC									
17639 CHECK DATE: 12/17/2019		11/21/2019	121719	330891	1,436.00	12/21/2019	INV	PD	WATER MAINTENANCE (NEEDLE
103247 RACHAEL KROOG									
11/2019-02 CHECK DATE: 12/17/2019		12/10/2019	121719	330892	40.00	01/10/2020	INV	PD	Pickleball Clinic-2 Staff
101022 KUSSKE CONSTRUCTION CO LLC									
52492000-6 CHECK DATE: 12/17/2019		12/06/2019	121719	330893	264,154.94	01/06/2020	INV	PD	2019 DT ST RECONSTRUCTION
101043 LANO EQUIPMENT INC									
01-718471 CHECK DATE: 12/17/2019		11/23/2019	121719	330894	605.63	12/25/2019	INV	PD	ASPHALT WHEEL SAW REPAIR
101050 LAW ENFORCEMENT LABOR SERVICES INC									
December 2019 CHECK DATE: 12/09/2019		12/06/2019	120919	330802	1,122.00	12/06/2019	INV	PD	December 2019 Police Unio
107009 TRITECH SOFTWARE SYSTEMS									
262333 CHECK DATE: 12/17/2019		12/06/2019	121719	330895	296.00	01/05/2020	INV	PD	Thermal paper for squads

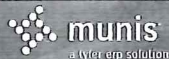


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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101056 LEAGUE OF MINNESOTA CITIES									
5377		11/15/2019	121719	330896	7,794.69	12/15/2019	INV	PD	SQUAD REAR-ENDED CLAIMANT
CHECK DATE: 12/17/2019									
101694 RUSSELL LEISTIKO									
20195015		12/08/2019	121719	330897	11,590.00	01/08/2020	INV	PD	FALL CLEANUP AND CITYWIDE
CHECK DATE: 12/17/2019									
101071 LENZEN CHEVROLET BUICK INC									
79807		11/22/2019	121719	330898	59.58	12/22/2019	INV	PD	#503 TOWN COURSE CAR
CHECK DATE: 12/17/2019									
107698 LTR INTERMEDIATE HOLDINGS INC									
1709603		11/16/2019	121719	330899	490.05	12/16/2019	INV	PD	OLD TIRE DISPOSAL
CHECK DATE: 12/17/2019									
104708 LIFECORE BIOMEDICAL INC									
3		12/05/2019	121719	330900	4,199.00	01/05/2020	INV	PD	TAX ABATEMENT PAYMENT #3
CHECK DATE: 12/17/2019									
101093 LITTLE FALLS MACHINE INC									
356659		11/20/2019	121719	330901	150.70	12/20/2019	INV	PD	SNOW PLOW PARTS FOR DUMP/
CHECK DATE: 12/17/2019									
103842 LOCAL GOVERNMENT INFORMATION SYSTEMS									
47908		12/01/2019	121719	330902	686.00	12/31/2019	INV	PD	DEC 2019 SA SUPPORT
CHECK DATE: 12/17/2019									
105139 LUBE TECH AND PARTNERS LLC									
1502425		11/21/2019	121719	330903	377.60	12/21/2019	INV	PD	GREASE FOR GREASE GUNS
CHECK DATE: 12/17/2019									
103042 CARNEY, KENNETH EDWARD									
4		12/05/2019	121719	330904	7,690.00	01/05/2020	INV	PD	TAX ABATEMENT PAYMENT #4
CHECK DATE: 12/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
103449 MADDEN GALANTER HANSEN LLP								
72609		11/18/2019	121719	330905	1,649.00 12/18/2019	INV	PD	OCT LEGAL FEES
CHECK DATE: 12/17/2019								
107968 MARNITAS TABLE INC								
2033		12/06/2019	121719	330906	17,500.00 01/05/2020	INV	PD	Social Interaction Divers
CHECK DATE: 12/17/2019								
101179 METRO CHIEF FIRE OFFICERS ASSOCIATION								
72594		11/20/2019	121719	330907	100.00 12/20/2019	INV	PD	2020 DUES FOR CHIEF ASSOC
CHECK DATE: 12/17/2019								
101183 METROPOLITAN COUNCIL								
NOV 2019 SAC		11/30/2019	121719	330908	17,221.05 12/31/2019	INV	PD	NOV 2019 SAC CHARGES
CHECK DATE: 12/17/2019								
101187 METRO SALES INC								
INV1477437		11/21/2019	121719	330909	159.00 12/21/2019	INV	PD	DEC 2019 COPIER - FD
CHECK DATE: 12/17/2019								
INV1487305		12/05/2019	121719	330909	197.00 01/04/2020	INV	PD	Contract Invoice-PD month
CHECK DATE: 12/17/2019								
INV1487481		12/05/2019	121719	330909	295.59 01/04/2020	INV	PD	Contract Invoice-PD qtr u
CHECK DATE: 12/17/2019								
					651.59			
101196 MID COUNTY COOP #122622								
37915		11/26/2019	121719	330910	342.52 12/26/2019	INV	PD	PAR30-132 GLS GAS
CHECK DATE: 12/17/2019								
37916		11/26/2019	121719	330910	446.87 12/30/2019	INV	PD	PAR30-155 GLS WINTER DIES
CHECK DATE: 12/17/2019								
					789.39			
101217 MINNESOTA CHILD SUPPORT PMT CTR								
PR1206190014172152		12/06/2019	120919	330804	195.66 12/06/2019	INV	PD	120619 Payroll Child Supp
CHECK DATE: 12/09/2019								
PR120619001510208001		12/06/2019	120919	330803	179.04 12/06/2019	INV	PD	120619 Payroll Child Supp
CHECK DATE: 12/09/2019								



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					374.70				
101222 MINNESOTA CLAY CO USA									
112613		12/03/2019	121719	330911	36.05	12/31/2019	INV	PD	Pottery Supplies
CHECK DATE: 12/17/2019									
101227 MINNESOTA ELEVATOR INC									
831402		12/02/2019	121719	330912	394.10	01/02/2020	INV	PD	DEC CCC ELEVATOR SERVICE
CHECK DATE: 12/17/2019									
101303 MINNESOTA TEAMSTERS LOCAL #320									
December 2019		11/26/2019	120919	330805	3,740.00	12/06/2019	INV	PD	December 2019 Local #320
CHECK DATE: 12/09/2019									
100343 MINNESOTA VALLEY COMMUNITY BAND									
72957		12/04/2019	121719	330913	1,000.00	12/31/2019	INV	PD	DONATION FROM CHASKA LION
CHECK DATE: 12/17/2019									
101276 MINNESOTA VALLEY ELECTRIC COOPERATIVE									
107050711/NOV19		11/26/2019	121119	330815	804.87	12/22/2019	INV	PD	NOV 2019 ST LITES - TOWN
CHECK DATE: 12/11/2019									
101341 MINNESOTA DEPT OF LABOR & INDUSTRY									
NOVEMBER0190352019		11/30/2019	121719	330914	1,559.91	12/31/2019	INV	PD	NOV 2019 PERMIT SURCHARGE
CHECK DATE: 12/17/2019									
105995 MONEY MOVERS INC									
124317		12/03/2019	121719	330915	81.50	01/03/2020	INV	PD	Nov health reimbursements
CHECK DATE: 12/17/2019									
103088 SID TOOL CO INC									
3423477001		11/08/2019	121719	330916	895.70	12/08/2019	INV	PD	SHOP MAINTENANCE SUPPLIES
CHECK DATE: 12/17/2019									
3423496001		11/07/2019	121719	330916	260.74	12/07/2019	INV	PD	SHOP MAINTENANCE STOCK
CHECK DATE: 12/17/2019									
3423511001		11/08/2019	121719	330916	199.61	12/08/2019	INV	PD	S/W MAINTENANCE
CHECK DATE: 12/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					1,356.05				
106657 MUNICIPAL ASSET MANAGEMENT INC									
0617499		11/01/2019	121119	330816	4,357.03	12/15/2019	INV	PD	CCC FITNESS EQUIPMENT LEA
CHECK DATE: 12/11/2019									
0617537		12/01/2019	121719	330917	4,357.03	01/15/2020	INV	PD	CCC FITNESS EQUIP LEASE P
CHECK DATE: 12/17/2019									
0617538		12/01/2019	121719	330917	151.05	01/15/2020	INV	PD	CCC SCIFIT PRO LEASE PMT
CHECK DATE: 12/17/2019									
					8,865.11				
106198 NAVIANT INC									
0139747-IN		12/02/2019	121719	330918	2,955.00	12/22/2019	INV	PD	NOV ONBASE HOSTING FEE
CHECK DATE: 12/17/2019									
107873 STACEY NELSON-KUMAR									
72935		11/07/2019	121719	330919	264.24	12/22/2019	INV	PD	HRC-EXPENSES FOR RACE-THE
CHECK DATE: 12/17/2019									
102654 NORTH AMERICAN SAFETY INC									
44165		07/25/2019	121719	330920	252.00	12/09/2019	INV	PD	MARKING PAINT-BLUE & GREE
CHECK DATE: 12/17/2019									
46164		10/31/2019	121719	330920	165.33	12/31/2019	INV	PD	SAFETY CLOTHING (CITY ISS
CHECK DATE: 12/17/2019									
46871		11/29/2019	121719	330920	20.00	12/29/2019	INV	PD	SHOE COVERS FOR BLDG INSP
CHECK DATE: 12/17/2019									
					437.33				
101417 NORTHERN GREEN									
73087		12/06/2019	121719	330921	1,357.00	12/20/2019	INV	PD	NORTHERN GREEN EXPO REGIS
CHECK DATE: 12/17/2019									
101436 NUCO2 INC									
61293535		12/01/2019	121719	330922	157.97	01/01/2020	INV	PD	Pool chemicals
CHECK DATE: 12/17/2019									
61398700		11/18/2019	121719	330922	231.79	12/18/2019	INV	PD	pool chemicals, inspectio
CHECK DATE: 12/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
61513535		11/29/2019	121719	330922	136.77	12/29/2019	INV	PD	pool supplies
CHECK DATE: 12/17/2019									
					526.53				
101445 OFFICE DEPOT									
400309003001		11/08/2019	121719	330923	110.58	12/14/2019	INV	PD	File Folders and Pocket F
CHECK DATE: 12/17/2019									
403869931001		11/20/2019	121719	330924	55.98	12/20/2019	INV	PD	Self Ink Stamps
CHECK DATE: 12/17/2019									
405097406001-1		11/19/2019	121719	330923	40.99	12/21/2019	INV	PD	Copy Paper
CHECK DATE: 12/17/2019									
405097406001-2		11/19/2019	121719	330923	11.76	12/21/2019	INV	PD	Highlighters
CHECK DATE: 12/17/2019									
405097781001		11/19/2019	121719	330923	5.88	12/21/2019	INV	PD	Markers
CHECK DATE: 12/17/2019									
405478446001-1		11/20/2019	121719	330923	5.88	12/21/2019	INV	PD	Markers for work room
CHECK DATE: 12/17/2019									
405478446001-2		11/20/2019	121719	330923	60.41	12/21/2019	INV	PD	Mouse Pad for Kelly S and
CHECK DATE: 12/17/2019									
406093073001		11/21/2019	121719	330924	18.49	12/27/2019	INV	PD	Sharpies
CHECK DATE: 12/17/2019									
406093127001		11/21/2019	121719	330924	8.03	12/27/2019	INV	PD	Sharpies
CHECK DATE: 12/17/2019									
406436351001-1		11/22/2019	121719	330923	251.95	12/28/2019	INV	PD	Pocket file folders for K
CHECK DATE: 12/17/2019									
406436351001-2		11/22/2019	121719	330923	21.58	12/28/2019	INV	PD	Magic Tape and add machin
CHECK DATE: 12/17/2019									
406436351002		11/25/2019	121719	330923	50.39	12/28/2019	INV	PD	Pocket folders for Kari
CHECK DATE: 12/17/2019									
406437865001		11/22/2019	121719	330924	16.99	12/27/2019	INV	PD	CD/DVD Sleeves
CHECK DATE: 12/17/2019									
410006927001		12/03/2019	121719	330924	19.99	01/03/2020	INV	PD	Date stamp
CHECK DATE: 12/17/2019									
					678.90				
101462 KIM LINETTE MAXWELL									
Chaska DD Ball 2019		11/22/2019	121719	330925	1,188.00	12/31/2019	INV	PD	Daddy Daughter Dance 2019
CHECK DATE: 12/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
107912 WHITNEY PANKONIN ZAPPA									
73092		11/07/2019	121719	330926	9.98	12/31/2019	INV	PD	MILEAGE-YR END PREP CLASS
CHECK DATE:		12/17/2019							
73099		12/10/2019	121719	330926	18.68	12/31/2019	INV	PD	MILEAGE-SEMINAR ON EMPLOY
CHECK DATE:		12/17/2019							
					28.66				
101491 PATCHIN MESSNER APPRAISALS INC									
21815-B		11/26/2019	121719	330927	14,575.00	12/26/2019	INV	PD	INTERCHANGE-APPRAISAL REP
CHECK DATE:		12/17/2019							
101510 PERFORMANCE PLUS LLC									
5911		12/04/2019	121719	330928	889.00	01/04/2020	INV	PD	FLU SHOTS FOR FF
CHECK DATE:		12/17/2019							
101539 PLAISTED COMPANIES INC									
29525		11/30/2019	121719	330929	2,365.41	12/20/2019	INV	PD	#8 FWY BUNKER - SAND
CHECK DATE:		12/17/2019							
101551 POPPITZ CONSTRUCTION INC									
1116		11/11/2019	121719	330930	2,500.00	12/11/2019	INV	PD	WM DIG BY BRICKYARD ROAD
CHECK DATE:		12/17/2019							
1117		11/11/2019	121719	330930	2,500.00	12/11/2019	INV	PD	WM DIG AUBURN MANOR
CHECK DATE:		12/17/2019							
1118		11/11/2019	121719	330930	9,118.46	12/11/2019	INV	PD	REGRADING OF ALLEYS ON CE
CHECK DATE:		12/17/2019							
					14,118.46				
101557 POWER SYSTEM ENGINEERING INC									
9031663		11/11/2019	121719	330931	12,395.00	12/11/2019	INV	PD	MRS - 115 KV BREAKER ADDI
CHECK DATE:		12/17/2019							
9032004		12/04/2019	121719	330931	19,677.56	12/31/2019	INV	PD	WEST CREEK SUB BUS 2 ADD'
CHECK DATE:		12/17/2019							
9032005		12/04/2019	121719	330931	3,237.50	12/31/2019	INV	PD	MRS 115kv BREAKER ADD'N -
CHECK DATE:		12/17/2019							



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101571 PREMIUM WATERS INC					35,310.06				
417080-11-19		11/30/2019	121719	330932	21.38	12/31/2019	INV	PD	TC WATER
CHECK DATE: 12/17/2019									
101581 PROMOTION SELECT									
44073		12/10/2019	121719	330933	254.25	01/10/2020	INV	PD	Promo Item-Power Clips fo
CHECK DATE: 12/17/2019									
103055 QUALITY PROPANE INC									
186774T		11/18/2019	121719	330934	152.26	12/18/2019	INV	PD	L P gas-CCC
CHECK DATE: 12/17/2019									
188223T		11/11/2019	121719	330934	155.44	12/11/2019	INV	PD	L P gas-CCC
CHECK DATE: 12/17/2019									
189506T		11/25/2019	121719	330934	169.86	12/25/2019	INV	PD	L P gas-CCC
CHECK DATE: 12/17/2019									
					477.56				
107855 STAPLES INC									
2614103		11/13/2019	121719	330935	98.05	12/13/2019	INV	PD	Deposit Tickets for the C
CHECK DATE: 12/17/2019									
2849742		11/21/2019	121719	330936	57.77	12/21/2019	INV	PD	OFFICE SUPPLIES
CHECK DATE: 12/17/2019									
					155.82				
101684 R & R SPECIALTIES OF WISCONSIN INC									
0069104-IN		11/20/2019	121719	330937	113.80	12/20/2019	INV	PD	blades sharpen
CHECK DATE: 12/17/2019									
101620 RECREATION SUPPLY CO INC									
374399		11/22/2019	121719	330938	145.33	12/22/2019	INV	PD	pool supplies
CHECK DATE: 12/17/2019									
103286 CAROLINE SWANSON									
72956		12/04/2019	121719	330939	500.00	01/01/2020	INV	PD	DONATION FROM CHASKA LION
CHECK DATE: 12/17/2019									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
102948	ROAD MACHINERY & SUPPLIES CO								
560028		10/29/2019	121719	330940	392.27	11/30/2019	INV	PD	#167 STREET (PAVER PARTS)
CHECK DATE:	12/17/2019								
103251	ROBERT THOMAS HOMES INC								
4446		12/10/2019	121719	330941	750.00	01/10/2020	INV	PD	BLDRS DEP REF - 4446 MILL
CHECK DATE:	12/17/2019								
5006		12/10/2019	121719	330941	750.00	01/10/2020	INV	PD	BLDRS DEP REF - 5006 BOUL
CHECK DATE:	12/17/2019								
5007		12/10/2019	121719	330941	750.00	01/10/2020	INV	PD	BLDRS DEP REF - 5007 BOUL
CHECK DATE:	12/17/2019								
5014		12/10/2019	121719	330941	1,500.00	01/10/2020	INV	PD	BLDRS DEP REF - 5014 BOUL
CHECK DATE:	12/17/2019								
5018		12/10/2019	121719	330941	750.00	01/10/2020	INV	PD	BLDRS DEP REF - 5018 BOUL
CHECK DATE:	12/17/2019								
5022		12/10/2019	121719	330941	1,500.00	01/10/2020	INV	PD	BLDRS DEP REF - 5022 BOUL
CHECK DATE:	12/17/2019								
5027		12/10/2019	121719	330941	1,500.00	01/10/2020	INV	PD	BLDRS DEP REF - 5027 BOUL
CHECK DATE:	12/17/2019								
5034		12/10/2019	121719	330941	1,500.00	01/10/2020	INV	PD	BLDRS DEP REF - 5034 BOUL
CHECK DATE:	12/17/2019								
5046		12/10/2019	121719	330941	750.00	01/10/2020	INV	PD	BLDRS DEP REF - 5046 BOUL
CHECK DATE:	12/17/2019								
5062		12/10/2019	121719	330941	750.00	01/10/2020	INV	PD	BLDRS DEP REF - 5062 BOUL
CHECK DATE:	12/17/2019								
5063		12/10/2019	121719	330941	750.00	01/10/2020	INV	PD	BLDRS DEP REF - 5063 BOUL
CHECK DATE:	12/17/2019								
5086		12/10/2019	121719	330941	750.00	01/10/2020	INV	PD	BLDRS DEP REF - 5086 BOUL
CHECK DATE:	12/17/2019								
5090		12/10/2019	121719	330941	1,500.00	01/10/2020	INV	PD	BLDRS DEP REF - 5090 BOUL
CHECK DATE:	12/17/2019								
5113		12/10/2019	121719	330941	750.00	01/10/2020	INV	PD	BLDRS DEP REF - 5113 BOUL
CHECK DATE:	12/17/2019								
5118		12/10/2019	121719	330941	1,500.00	01/10/2020	INV	PD	BLDRS DEP REF - 5118 BOUL
CHECK DATE:	12/17/2019								



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101673 ROCHESTER MIDLAND CORP					15,750.00				
INV00157667		11/25/2019	121719	330942	33.27	12/25/2019	INV	PD	FIREMAN'S PARK
CHECK DATE:	12/17/2019								
105155 RESCUE INC SAFETY SPECIALISTS									
1883		12/09/2019	121719	330943	771.00	12/09/2019	INV	PD	HEATER INSIDE FIRE TAHOE
CHECK DATE:	12/17/2019								
1884		12/09/2019	121719	330943	646.00	12/09/2019	INV	PD	HEATER INSIDE FIRE TAHOE
CHECK DATE:	12/17/2019								
					1,417.00				
101703 SALVATION ARMY									
NOV/19 HS		12/11/2019	121719	330944	137.00	12/31/2019	INV	PD	NOV 2019 HEATSHARE CONTRI
CHECK DATE:	12/17/2019								
101717 SCAN AIR FILTER INC									
147459		11/22/2019	121719	330945	2,678.22	12/22/2019	INV	PD	replacement air filters
CHECK DATE:	12/17/2019								
101738 SCHILLING SUPPLY COMPANY									
745779-00		11/14/2019	121719	330946	2,695.87	12/14/2019	INV	PD	cleaning supplies-CCC
CHECK DATE:	12/17/2019								
101775 THE SHERWIN-WILLIAMS COMPANY-CHANHASSEN									
9324-7		12/02/2019	121719	330947	103.11	12/30/2019	INV	PD	WTP PAINT
CHECK DATE:	12/17/2019								
9363-5		12/03/2019	121719	330948	59.95	01/20/2020	INV	PD	Paint for Pool Office
CHECK DATE:	12/17/2019								
					163.06				
107957 SIMMONS, SARAH									
73089		11/21/2019	121719	330949	59.62	12/21/2019	INV	PD	FOOD & BEVERAGE FOR YMCA
CHECK DATE:	12/17/2019								
101803 SM HENTGES & SONS INC									
SP1017-103-6		12/06/2019	121719	330950	751,355.81	01/06/2020	INV	PD	TH 212 INTERCHANGE & CSAH



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City of Chaska
VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/17/2019									
107195 SOCIAL INDOOR LLC									
3234		11/30/2019	121719	330951	500.00	12/30/2019	INV	PD	ADVERTISING
CHECK DATE: 12/17/2019									
101914 SOUTHWEST METRO CHAMBER OF COMMERCE									
23972		11/15/2019	121719	330952	30.00	11/25/2019	INV	PD	Mayors Luncheon Tim Wiebe
CHECK DATE: 12/17/2019									
23975		11/15/2019	121719	330952	60.00	11/25/2019	INV	PD	Mayors Luncheon Podhradsk
CHECK DATE: 12/17/2019									
					90.00				
101828 SOUTHWEST NEWS MEDIA									
2082016		11/21/2019	121719	330953	214.00	12/25/2019	INV	PD	COMMISSION VACANCY AD
CHECK DATE: 12/17/2019									
2083266		11/28/2019	121719	330953	237.24	12/25/2019	INV	PD	BLDG REG ORD AMEND
CHECK DATE: 12/17/2019									
2083267		11/28/2019	121719	330953	227.36	12/25/2019	INV	PD	GOLF CART ORD AMEND
CHECK DATE: 12/17/2019									
					678.60				
101847 SRF CONSULTING GROUP INC									
12504.00-6		10/31/2019	121719	330954	151,003.68	12/14/2019	INV	PD	TH 212 INTERCHANGE & CSAH
CHECK DATE: 12/17/2019									
13082.00-2		10/31/2019	121719	330954	13,295.07	12/19/2019	INV	PD	CSAH 44 SITE PLAN & HYDRA
CHECK DATE: 12/17/2019									
					164,298.75				
107488 STAFNE, KJERSTEN									
73090		11/23/2019	121719	330955	63.10	12/23/2019	INV	PD	MILEAGE-FD TRAINING IN WA
CHECK DATE: 12/17/2019									
101859 STANDARD & POORS GLOBAL RATINGS									
11381124		11/01/2019	121719	330956	12,750.00	12/12/2019	INV	PD	2019D & 2019E RATING AGEN
CHECK DATE: 12/17/2019									
101850 STANTEC CONSULTING SERVICES INC									



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City of Chaska
VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1590652 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	18,266.10	12/22/2019	INV	PD	OCT 2019-GENERAL ENGINEER
1590653 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	1,035.00	12/22/2019	INV	PD	OCT 2019-ENGINEERING DEPA
1590655 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	415.00	12/22/2019	INV	PD	OCT 2019-DT RECONSTRUCTIO
1590656 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	320.50	12/22/2019	INV	PD	OCT 2019-MN RIVER FLOODPL
1590657 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	988.96	12/22/2019	INV	PD	OCT 2019-CLOVER RIDGE DR
1590658 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	195.00	12/22/2019	INV	PD	OCT 2019-NE COLLECTOR IN
1590659 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	2,535.00	12/22/2019	INV	PD	OCT 2019-RECORD PLAN/BASE
1590660 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	2,007.00	12/22/2019	INV	PD	OCT 2019-MCKNIGHT WETLAND
1590663 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	2,208.00	12/22/2019	INV	PD	OCT 2019-CREEK RD SW COLL
1590664 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	736.08	12/22/2019	INV	PD	OCT 2019-LAKE HAZELTINE S
1590665 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	23,159.10	12/22/2019	INV	PD	OCT 2019-SE COLLECTOR
1590666 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	874.80	12/22/2019	INV	PD	OCT 2019-VETERANS PARK ME
1590667 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	8,406.55	12/22/2019	INV	PD	OCT 2019-NE COLLECTOR IN
1590668 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	20,714.75	12/22/2019	INV	PD	OCT 2019-LAKE GRACE TRAIL
1590669 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	1,869.00	12/22/2019	INV	PD	OCT 2019-CREEK CENTER/CRE
1590670 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	265.50	12/22/2019	INV	PD	OCT 2019-2018 COMPREHENS
1590671 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	978.75	12/22/2019	INV	PD	OCT 2019-2018 WATER MASTE
1590672 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	3,102.50	12/22/2019	INV	PD	OCT 2019-ADA TRANSITION P



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VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1590673 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	2,064.40	12/22/2019	INV	PD	OCT 2019-PIONEER TRL/MCKN
1590674 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	40,024.61	12/22/2019	INV	PD	OCT 2019-2019 DT RECONSTR
1590675 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	3,366.66	12/22/2019	INV	PD	OCT 2019-FACILITY CONDITI
1590676 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	1,106.00	12/22/2019	INV	PD	OCT 2019-WELL 5 REHABILIT
1590677 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	823.00	12/22/2019	INV	PD	OCT 2019-HILL TOWER REVIS
1590678 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	325.00	12/22/2019	INV	PD	OCT 2019-HAZELTINE BLUFF
1590679 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	30,635.90	12/22/2019	INV	PD	OCT 2019-2020 DT RECONSTR
1590680 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	4,137.75	12/22/2019	INV	PD	OCT 2019-DRAINAGE IMPROVE
1590681 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	2,614.75	12/22/2019	INV	PD	OCT 2019-BAVARIA DOWNS ST
1590682 CHECK DATE: 12/17/2019		11/22/2019	121719	330957	973.50	12/22/2019	INV	PD	OCT 2019-SHADOW WOOD
106630 STEINMETZ CORPORATION					174,149.16				
9518 CHECK DATE: 12/17/2019	180232	11/30/2019	121719	330958	17,820.00	12/30/2019	INV	PD	WEST CREEK SUB - BUS 2 CO
101888 STREICHERS									
I1399734 CHECK DATE: 12/17/2019		11/26/2019	121719	330959	687.50	12/27/2019	INV	PD	Department patches
I1399815 CHECK DATE: 12/17/2019		11/26/2019	121719	330959	289.99	12/27/2019	INV	PD	Wolf-Initial Issue Jacket
101892 STUART C IRBY CO					977.49				
S011551900.001 CHECK DATE: 12/17/2019	190209	11/20/2019	121719	330960	1,725.00	12/20/2019	INV	PD	PED 46X20X12
101224 MINNESOTA CONWAY FIRE & SAFETY INC									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1455058 CHECK DATE: 12/17/2019		11/21/2019	121719	330961	55.00	12/21/2019	INV	PD	TC FIRE EXTINGUISHER INSP
1455230 CHECK DATE: 12/17/2019		11/21/2019	121719	330961	198.00	12/21/2019	INV	PD	FIRE EXTINGUISHER INSPECT
1455318 CHECK DATE: 12/17/2019		11/22/2019	121719	330961	40.00	12/22/2019	INV	PD	WTP FIRE EXTINGUISHER INS
1455929 CHECK DATE: 12/17/2019		11/25/2019	121719	330961	1,813.00	12/25/2019	INV	PD	MSB VEHICLE FIRE EXTINGUI
					2,106.00				
103677 SUN LIFE ASSURANCE COMPANY OF CANADA									
237741/DEC19 CHECK DATE: 12/05/2019		12/01/2019	120519	330796	4,177.25	01/01/2020	INV	PD	DEC 2019 EMP LIFE INS PRE
101956 THE HARTFORD									
852715203353 CHECK DATE: 12/09/2019		12/02/2019	120919	330806	2,559.29	12/15/2019	INV	PD	DEC 2019 EMP LTD INS PREM
104850 BARBARA J GUTZMER									
201 CHECK DATE: 12/17/2019		11/25/2019	121719	330962	915.00	12/25/2019	INV	PD	blade sharpening-curling
100964 THE JONATHAN ASSOCIATION									
1093030801-2020 CHECK DATE: 12/17/2019		11/27/2019	121719	330963	290.00	01/01/2020	INV	PD	2020 ASSOCIATION DUES
101964 PMT EMBROIDERY LLC									
17667 CHECK DATE: 12/17/2019		11/25/2019	121719	330964	16.00	12/25/2019	INV	PD	EMBROIDER LOGO ON JACKET
104908 TIMESAVER OFF SITE SECRETARIAL INC									
M25254 CHECK DATE: 12/17/2019		11/28/2019	121719	330965	360.25	12/28/2019	INV	PD	Mtg minutes 11/18 CC, 11/
101977 TOLL COMPANY									
10327345 CHECK DATE: 12/17/2019		11/20/2019	121719	330966	255.59	12/20/2019	INV	PD	WEST CREEK SUB - TANK FOR



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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
101990 KANDI KOUNTRY EXPRESS LTD									
421888		11/13/2019	121719	330967	746.95	12/13/2019	INV	PD	#108 SNOW (MOTOR)
CHECK DATE: 12/17/2019									
101995 TRANE									
310437677		11/26/2019	121719	330968	3,965.00	12/26/2019	INV	PD	REPAIRS TO WATER PUMP ON
CHECK DATE: 12/17/2019									
103946 TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC									
1549467/NOV19		12/01/2019	121719	330969	130.50	12/31/2019	INV	PD	Data processing
CHECK DATE: 12/17/2019									
102016 CRYSTEEL MANUFACTURING INC									
LC00060972		10/30/2019	121719	330970	131.40	11/30/2019	INV	PD	#119 TRUCK TAIL GATE
CHECK DATE: 12/17/2019									
102026 API GARAGE DOOR INC									
Z118691		11/26/2019	121719	330971	1,562.00	12/26/2019	INV	PD	MSB GARAGE DOOR
CHECK DATE: 12/17/2019									
102028 TWIN CITY WATER CLINIC INC									
13971		12/02/2019	121719	330972	510.00	12/30/2019	INV	PD	NOVEMBER SAMPLES
CHECK DATE: 12/17/2019									
102129 UNITED FARMERS COOPERATIVE									
930859		12/06/2019	121719	330973	119.90	01/06/2020	INV	PD	PLASTIC TWINE
CHECK DATE: 12/17/2019									
102037 ULINE INC									
114720917		11/26/2019	121719	330974	218.47	12/26/2019	INV	PD	sound system cart
CHECK DATE: 12/17/2019									
102038 ULTIMATE SAFETY CONCEPTS INC									
185717		11/25/2019	121719	330975	74.00	12/15/2019	INV	PD	STRAP FOR BATTERY FOR TOO
CHECK DATE: 12/17/2019									



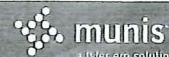
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City of Chaska
VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
102056 GREAT RIVER ENERGY									
M1 18211		11/25/2019	121719	330976	22,586.18	12/25/2019	INV	PD	ANNUAL SCADA LICENSE
CHECK DATE:	12/17/2019								
105730 PROVIDENT LIFE & ACCIDENT INSURANCE COMPANY									
E0665216/NOV19		11/25/2019	120519	330797	503.24	12/25/2019	INV	PD	NOV 2019 BMP LIFE INS PRE
CHECK DATE:	12/05/2019								
102064 US BANK									
5558360		11/20/2019	121719	330977	850.00	12/20/2019	INV	PD	2019B PAYING AGENT/ACCEPT
CHECK DATE:	12/17/2019								
5558498		11/21/2019	121719	330977	850.00	12/21/2019	INV	PD	2019C PAYING AGENT/ACCEPT
CHECK DATE:	12/17/2019								
5559131		11/25/2019	121719	330977	450.00	12/25/2019	INV	PD	2017B AGENT FEES
CHECK DATE:	12/17/2019								
5559132		11/25/2019	121719	330977	450.00	12/25/2019	INV	PD	2017C AGENT FEES
CHECK DATE:	12/17/2019								
					2,600.00				
107745 US BANK NATIONAL ASSOCIATION									
400403366		11/20/2019	120519	330798	439.53	12/15/2019	INV	PD	CCC COLOR COPIER LEASE PM
CHECK DATE:	12/05/2019								
104522 US FOODS INC									
3825718		10/01/2019	121719	330978	252.65	11/01/2019	INV	PD	TC PAPER TOWELS
CHECK DATE:	12/17/2019								
107004 UNITED STATES WOMENS CURLING ASSOCIATION									
72858		11/01/2019	121719	330979	15.00	01/15/2020	INV	PD	USWCA Club Dues
CHECK DATE:	12/17/2019								
102102 VERIZON WIRELESS									
9842775503		11/23/2019	120519	330799	616.35	12/12/2019	INV	PD	NOV 2019 CRADLEPOINTS
CHECK DATE:	12/05/2019								
102104 VESSCO INC									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
78489 CHECK DATE: 12/17/2019		12/04/2019	121719	330980	115.00	12/30/2019	INV	PD	BRACKET FOR POLYMER @ WTP
103552 VFW POST 1791									
72644 CHECK DATE: 12/17/2019		12/02/2019	121719	330981	300.00	01/02/2020	INV	PD	2018 MEMORIAL DAY REIMBUR
72645 CHECK DATE: 12/17/2019		12/02/2019	121719	330981	300.00	01/02/2020	INV	PD	2019 MEMORIAL DAY REIMBUR
					600.00				
102227 ONVOY LLC									
009426/DEC19 CHECK DATE: 12/17/2019		12/01/2019	121719	330982	1,853.53	12/25/2019	INV	PD	DEC 2019 EDU CTR ETHERNET
009486/DEC19 CHECK DATE: 12/17/2019		12/01/2019	121719	330982	889.21	12/25/2019	INV	PD	DEC 2019 CITY HALL
					2,742.74				
102133 WAGNER PRESS & GRAPHICS									
32387 CHECK DATE: 12/17/2019		12/04/2019	121719	330983	137.00	12/30/2019	INV	PD	METER INSP SHEETS
32478 CHECK DATE: 12/17/2019		11/24/2019	121719	330983	191.86	12/04/2019	INV	PD	NOV UTILITY INSERT-WHAT'S
					328.86				
102141 WASTE MANAGEMENT-SAVAGE									
8195853-2282-2 CHECK DATE: 12/17/2019		12/02/2019	121719	330984	37.98	01/01/2020	INV	PD	TC WASTE REMOVAL
102146 WATER SPECIALTY OF MINNESOTA INC									
11828 CHECK DATE: 12/17/2019		12/05/2019	121719	330985	4,846.40	12/20/2019	INV	PD	POOL CHEMICALS
105265 WETZEL, DENISE									
72587 CHECK DATE: 12/17/2019		11/20/2019	121719	330986	19.37	12/20/2019	INV	PD	MILEAGE-LIQUOR LICENSE TR
102192 WILSON SPORTING GOODS CO									
4528318160		07/04/2019	121719	330987	259.76	10/02/2019	INV	PD	PAR 30 RESALE + INTEREST



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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
CHECK DATE: 12/17/2019									
102189 WM MUELLER & SONS									
250746		11/19/2019	121719	330988	91.61	12/25/2019	INV	PD	DRAIN TILE REPAIR ON PARK
CHECK DATE: 12/17/2019									
250910		11/25/2019	121719	330988	255.85	12/25/2019	INV	PD	POTHOLE PATCHING
CHECK DATE: 12/17/2019									
					347.46				
102220 NORTHLAND SYSTEMS INC									
77601		12/04/2019	121719	330989	6,895.00	01/08/2020	INV	PD	DEC 2019 RECOVERY SVC
CHECK DATE: 12/17/2019									
77602		12/04/2019	121719	330989	16,010.00	01/08/2020	INV	PD	DEC 2019 SUPPORT SVC
CHECK DATE: 12/17/2019									
					22,905.00				
107954 YOUNG MENS CHRISTIAN ASSN OF THE GREATER TWIN CITI									
2016429218		10/22/2019	121719	330990	46,500.00	11/22/2019	INV	PD	EQUITY INSTITUTE PMT 1 OF
CHECK DATE: 12/17/2019									
102226 ZARNOTH BRUSH WORKS INC									
0178082-IN		11/21/2019	121719	330991	1,567.50	12/21/2019	INV	PD	STORM PARTS FOR MAINTENAN
CHECK DATE: 12/17/2019									
105150 ZAYO GROUP HOLDINGS INC									
2019120011266		12/01/2019	121719	330992	1,319.23	12/31/2019	INV	PD	CITY FIBER MAINTENANCE
CHECK DATE: 12/17/2019									
102231 ZIEGLER INC									
F2092901		11/08/2019	121719	330993	1,940.00	12/08/2019	INV	PD	IRRIGATION WINTERIZATION
CHECK DATE: 12/17/2019									
					1,940.00				
=====									
367 INVOICES					5,515,304.91				
=====									

** END OF REPORT - Generated by Michelle Robbin **

Wires

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100005 MINNESOTA MUNICIPAL MONEY MARKET FUND									
72916		12/03/2019	120319	2138	6,000,000.00	12/03/2019	DIR	PD	XFER ONB TO 4M-CASH FLOW
CHECK DATE: 12/03/2019									
100522 DEPOSITORY TRUST COMPANY									
2019/12/01 DS-INT		11/27/2019	112719	2135	171,450.01	11/27/2019	DIR	PD	DTC DS PMT DUE 12/1/19-IN
CHECK DATE: 11/27/2019									
2019/12/01 DS-PRI		11/27/2019	112719	2136	850,000.00	11/27/2019	DIR	PD	DTC DS PMT DUE 12/1/19-PR
CHECK DATE: 11/27/2019									
					1,021,450.01				
107490 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY									
72923		12/06/2019	120919	2147	1,265.27	12/09/2019	DIR	PD	120619 Payroll HCSP Contr
CHECK DATE: 12/09/2019									
107744 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY									
72924		12/06/2019	120919	2148	200.00	12/09/2019	DIR	PD	120619 Payroll MNDP 457
CHECK DATE: 12/09/2019									
101756 MII LIFE INCORPORATED									
39243637		11/26/2019	120219	2133	3,261.58	12/02/2019	DIR	PD	11/29/19 FSA REIMBURSEMEN
CHECK DATE: 12/02/2019									
39249063		12/03/2019	120519	2140	592.02	12/05/2019	DIR	PD	12/5/19 FSA REIMBURSEMENT
CHECK DATE: 12/05/2019									
39255982		12/10/2019	121219	2149	1,161.88	12/12/2019	DIR	PD	12/12/19 FSA REIMBURSEMEN
CHECK DATE: 12/12/2019									
					5,015.48				
100927 INTERNAL REVENUE SERVICE									
72917		12/06/2019	120619	2141	128,564.48	12/06/2019	DIR	PD	120619 Payroll FICA Feder
CHECK DATE: 12/06/2019									
101343 MINNESOTA DEPT OF REVENUE-PAYROLL WIRES									
72918		12/06/2019	120919	2145	25,332.02	12/09/2019	DIR	PD	120619 Payroll MN State T
CHECK DATE: 12/09/2019									
101376 NATIONWIDE RETIREMENT SOLUTIONS (USCM)									



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VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
72919 CHECK DATE: 12/06/2019		12/06/2019	120619	2142	11,452.39	12/06/2019	DIR	PD	120619 Payroll 457 Contr
106955 NATIONWIDE RETIREMENT SOLUTIONS (USCM)									
72922 CHECK DATE: 12/06/2019		12/06/2019	120619	2144	1,151.00	12/06/2019	DIR	PD	120619 Payroll Roth Contr
107499 OLD NATIONAL BANK									
6334832-SEP-NOV/19 CHECK DATE: 12/02/2019		12/02/2019	120219	2137	25,467.11	12/02/2019	DIR	PD	INTEREST ON TEMPORARY BON
104668 OPTUM BANK INC									
72921 CHECK DATE: 12/09/2019		12/06/2019	120919	2146	13,407.38	12/09/2019	DIR	PD	120619 Payroll HSA Contr
101498 PCARD									
2019/1112-PC CHECK DATE: 11/27/2019		11/12/2019	112719	2134	25,513.10	11/27/2019	DIR	PD	NOV 2019 PCARD PURCHASES
101525 PITNEY BOWES POSTAGE									
2019/1203-PB CHECK DATE: 12/04/2019		12/03/2019	120419	2139	1,200.00	12/04/2019	DIR	PD	12/3/19 REPLENISH POSTAGE
101506 PUBLIC EMPLOYEES RETIREMENT ASSOCIATION									
72920 CHECK DATE: 12/06/2019		12/06/2019	120619	2143	96,644.80	12/06/2019	DIR	PD	120619 Payroll PERA Contr
					96,644.80				
=====					=====				
17 INVOICES					7,356,663.04				
=====					=====				

** END OF REPORT - Generated by Michelle Robbin **

**Biweekly Report
December 16, 2019
By
Matt Podhradsky**

Upcoming Meeting Schedules:

With upcoming changes to the meeting schedule over the next couple of months because of holidays, I wanted to take this opportunity to lay out our meeting schedule, so you can plan ahead.

December 16th: We will have our regular Council meeting with no Work Session scheduled for the evening. The main purpose of the meeting on Monday will be to set our 2020 budgets and tax levies, as well as complete end-of-the-year tasks such as setting our rates, fees, and pay classification plan based on what is being adopted in the annual budget.

December 30th: We will not be having a meeting on this night

January 6th: We will have a regular meeting this evening, along with a Work Session from 5:45-7:00 pm. We are going to use the work session to finish up unfinished work from our Retreat this past fall by having each of the department heads talk about their departments, the challenges and opportunities they see coming up over the next several years. This was something we had planned to do during the retreat but had run out of time. We will have time for half of the Department Heads to present on this night. With a light Council Agenda for that night, we will be doing the interviews for open Commission positions just after 7 pm as a break in our normal meeting. We hope to finish most interviews on that night.

January 20th: No meeting-MLK Jr. Day

January 27th: With our normal meeting time being on MLK Day, we are shifting the second meeting of the month to this day. We will have a Work Session prior to the meeting from 5:45-7 to discuss City Square West. It is possible that a portion of this meeting may be closed if we have negotiations to talk to the Council about on the purchase of the City Square Center Strip Mall. If there are any unfinished Commission interviews, we will complete them at the beginning of the meeting and plan on appointing/reappointing all commission members at this meeting.

February 3rd: We will have a regular Council meeting this night. Prior to the Council meeting we will have a Work Session from 5:45-7 pm to have the second half of the Department Heads present on the challenges and opportunities in their departments over the next several years.

February 17: No meeting because of President's Day

February 24th: With the normal meeting time being on President's Day, we are shifting the second meeting of the month to this day. It is uncertain at this point whether we will have a Work Session prior to the meeting.

If you have any questions about this schedule, please feel free to reach out to me.

Marnita's Table Event

I am pleased to report that our first Marnita's Table event was a great success. With nearly 300 people in attendance, the room was packed and filled with a lot of energy and positive conversations. We had a very diverse group of residents attending, with us even seeing participation from leaders in other jurisdictions including the City of Carver and Carver County. Based on the feedback we have received, I think that most participants felt that it was a very worthwhile event, and one that truly brought many different people together to get to know each other. It was about relationship building and getting to know our neighbors and other community members.

As a follow up to this event, I want to remind the Council that we will have a second Marnita's Table event on Tuesday, February 18th from 6-9 pm at the Chaska Event Center. We will be using what we learned at the first event to tweak logistics, and to help us develop the agenda for the evening's activities. Once again, we will have a broad marketing effort to make sure as many people as possible attend.

It should also be noted that as part of the services that Community Education purchased from Marnita's Table; they are having several of their staff get trained on how to continue these types of events in the future at the local level. The hope would be to put ourselves in a position that if we want to continue these types of events in the future that we can do this at a local level.

If you have any questions on this, please let me know.

Mayor Pro Tem for 2020

With the Council all being relatively new, I thought it might be helpful for me to layout the Statutory requirements for a City to appoint a Mayor Pro Tem each year, and what policy the City of Chaska has utilized over the past decade to determine who will serve in this role.

First, from a Statutory perspective, MN State Statute does require that a City designate a Mayor Pro Tem and to always have one in place to serve in the capacity of Mayor should the elected Mayor not be able to fulfil the duties/requirements of their office, or for things as simple as who runs a meeting should the Mayor be absent. This position needs to be appointed annually but could be the same person serving in this role for multiple years.

Approximately 10 years ago, the City Council decided that it wanted to adopt a formal policy for appointing the Mayor Pro Tem, both so that it would be predictable, and so the position would get evenly spread between all Council members and Wards. The policy states that the first criteria for appointing a Mayor Pro Tem will be by looking at seniority first. The Council member who has the longest seniority starts in this position. After that, it looks at which Ward

has not had the position in the longest amount of time. We keep on using that rotation until every ward has had the position of Mayor Pro Tem, and then the rotation starts over again.

This past year, Council Member Huang was appointed as Mayor Pro Tem because he had the longest tenure on the Council. For 2020, we have two Council Members that have the same tenure on the Council, with both Council Members Hatfield and Grau coming on at the same time in January of 2019. With both having the same amount of tenure, then we look at which ward has not had the position for the longest period of time. Since Ward 3 had the position of Mayor Pro Tem in 2018 with Council Member Schulz serving in this capacity, this means that Ward 1 would be up for this position in 2020. Based on this, the policy would have the following rotation over the next 3 years:

- 2020: Council Member Grau
- 2021: Council Member Hatfield
- 2022: Council Member Hubbard

We will be acting on this at the January 6th meeting. Please let me know if you have any questions on this.

Upcoming Bond Sale

As we continue to develop the infrastructure to support the Southwest Chaska Area Development Master Plan, there are costs we will continue to incur that require upfront investment, but will have revenue sources coming over a period of time to support the overall costs of these improvements. For instance, when we build a road or utilities, we have the upfront cost of paying to construct the road, with the payments coming back through assessments, development fees, connection charges, etc... to ultimately pay for the whole cost of these infrastructure improvements. In these cases, we typically sell bonds so that our current residents are not paying for these new improvements through cash generated in the past, but instead the new developments are paying for the majority of these improvements that will serve them as development moves forward.

To this end, there are two items that we are going to need to bond for over the next couple of months that support our future infrastructure that will ultimately be supported through revenue generated from these development projects. The first is the future Community Park property that is adjacent to the future elementary school site, and the second is a piece of property (Cottrell Property) which is needed to allow us to connect Savannah Way in the future to the north and eventually up to the intersection of Engler/Clover Ridge, thus completing this western collector road. The park property is something that the City entered into a purchase agreement for back in 2015 and has been purchasing pieces of this property over the past 4 years, with the last piece of this park property scheduled to close in February of this upcoming year. With the passing of Myron Cottrell and the desire of the family to sell off this property now, this was the right opportunity to purchase this piece of property we will absolutely need to make this road connection going into the future.

In discussion with our Financial Advisors at Baker Tilley and with our Bond Counsel at Dorsey, they have determined that for the sale of these bonds, they will be taxable, primarily because we will not end up needing all of the property and selling remnant pieces back to surrounding developers in the future. Because they are taxable, and based on the current bond

environment, their recommendation is that we do a negotiated placement of these bonds instead of competitive process. In these cases of these particular bonds, they feel confident that our ability to get a better rate and more favorable terms will be best achieved if we go through the process of negotiating with underwriters. This is a method that we have used at different times in the past based on the advice of our Bond Counsel and Financial Advisors, and one that we have seen favorable results when the conditions had warranted it.

The reason I want to let the Council know about this now is that at the January 6th meeting, we are planning on bringing back to Council a Parameters Resolution, which in essence authorizes Staff and our financial advisors to go out and negotiate a deal for bond placement, if we can get within certain defined conditions (par amount, interest rates, call provisions, terms, etc...). This in essence provides us with the ability to go out and negotiate a bond sale knowing what the City Council is willing to accept, and to be able to act on this placement should an underwriter be able to meet or exceed the conditions set in the resolution.

Since this is new to many of you on the Council, I wanted to take some time explaining the process and the meaning behind it. We will certainly talk about this more at the January 6th meeting, but wanted to give you some time to see this prior to the January 6th meeting in case you have any questions. Please feel free to contact me if you do.

Out of Office

Just to let you know, I will be out of the office December 24-January 1st. If anything pops up during this time, feel free to contact Nate Kabat. I hope you all have a very Happy Holidays and enjoy time with your families!!

**City of Chaska
Memorandum**

To: Administration, Mayor and City Council

From: Lisa Nelson
Controller



Date: December 12, 2019

**RE: Financial Reports –
Year-To-Date (YTD) Ending October 31, 2019**

FINACIAL REPORTS

Enclosed are year-to-date financial reports as of October 31, 2019.

Each fund includes the adopted budget compared to YTD actuals, 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 October.
- YTD vendor payments that:
 - 1) were previously approved by the City Council, or
 - 2) are pending approval by the Council at the December 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 OCTOBER 31, 2019

	2019 BUDGET	ACTUAL AS OF 10/31/19	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	3,310,990	(608,010)	84%
Cable TV	315,000	149,920	(165,080)	48%
Gas	477,400	226,269	(251,131)	47%
Licenses	154,190	184,340	30,150	120%
Permits:				
Building	798,000	316,571	(481,429)	40%
Plan Check	233,468	142,347	(91,121)	61%
Mechanical, Plumbing & Other	224,104	156,694	(67,410)	70%
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	388,228	28	100%
State - Other	31,886	68,747	36,861	216%
County, School and Local	112,701	178,427	65,726	158%
Charges For Services:				
General Government	220,857	95,662	(125,195)	43%
Public Safety	52,751	57,020	4,269	108%
Public Works	110,343	107,196	(3,147)	97%
Parks & Recreation	163,436	114,951	(48,485)	70%
Administrative Charges	3,666,124	3,611,351	(54,773)	99%
Fines And Forfeitures	121,845	62,496	(59,349)	51%
Investment Earnings	22,000	(2,736)	(24,736)	-12%
Other Revenue	93,930	65,334	(28,596)	70%
TOTAL REVENUES	16,939,617	12,342,392	(4,597,225)	73%
EXPENDITURES:				
General Government:				
Mayor & Council	113,457	112,815	642	99%
Communications	113,507	72,581	40,926	64%
Administration	802,158	841,383	(39,225)	105%
Elections	5,000	10,063	(5,063)	201%
Finance/Admin Services	1,553,403	1,416,730	136,673	91%
Information Services/Admin Services	1,156,544	978,312	178,232	86%
Fiber Systems	46,000	41,058	3,942	91%
Legal - City Attorney	85,565	99,351	(13,786)	116%
Community Development	1,028,557	800,426	228,131	78%
Engineering	367,493	322,673	44,820	88%
Government Buildings	222,333	201,491	20,842	91%
Total General Government	5,493,017	4,896,883	596,134	89%
Public Safety:				
Police	4,435,876	3,812,371	623,505	86%
State DUI Forfeitures	10,407	2,481	7,926	24%
Forfeited Drug Property	-	4,312	(4,312)	
Crime Prevention Program	-	1,913	(1,913)	
Fire Protection	1,974,325	1,821,607	152,718	92%
Civil Defense	5,672	5,314	358	94%
Total Public Safety	6,426,280	5,647,998	778,282	88%
Public Works:				
Administration	347,931	316,341	31,590	91%
Streets & Alleys	1,591,783	1,338,246	253,537	84%
Snow Removal	202,912	266,511	(63,599)	131%
Signs	14,440	6,679	7,761	46%
Municipal Services/Building	220,339	204,687	15,652	93%
Parks Maintenance	1,004,867	1,040,856	(35,989)	104%
ISD #112 Grounds Maintenance	40,745	29,513	11,232	72%
Tree Control	37,547	23,880	13,667	64%
Total Public Works	3,460,554	3,226,713	233,841	93%
Parks & Recreation:				
Administration	513,853	444,408	69,445	86%
Youth Recreation	172,889	139,241	33,648	81%
Adult Recreation	84,250	91,213	(6,963)	108%
Beach/Firemen's Park	294,215	163,995	130,220	56%
Hockey & Skating Rinks	9,559	10,479	(920)	110%
Total Parks & Recreation	1,074,766	849,336	225,430	79%
Unallocated	(40,000)	58,852	(98,852)	-147%
TOTAL EXPENDITURES	16,414,617	14,679,782	1,734,835	89%
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	-	(2,836,003)	(2,836,003)	

MOUNT PLEASANT MAINTENANCE FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/19	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	1,150	(1,250)	48%
Investment Earnings	300	-	(300)	0%
TOTAL REVENUES	8,700	4,282	(4,418)	49%
EXPENDITURES:				
Current:				
Public Works:				
Professional Services And Charges	8,500	12,240	(3,740)	144%
Capital Outlay	5,000	-	5,000	0%
TOTAL EXPENDITURES	13,500	12,240	1,260	91%
NET CHANGE IN FUND BALANCES	(4,800)	(7,958)	(3,158)	

* Tax settlements are received from Carver County in July and December

ECONOMIC DEVELOPMENT AUTHORITY (EDA) FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/19	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
REVENUES:				
Property Taxes *	\$ 498,843	\$ 260,132	\$ (238,711)	52%
Intergovernmental	-	42	42	0%
Charges For Services	85,000	85,000	-	100%
Special Assessments	40,000	21,979	(18,021)	55%
Investment Earnings (Charges)	(3,400)	-	3,400	0%
Leases/Rent	36,400	25,313	(11,087)	70%
Other Revenue	-	6,206	6,206	
TOTAL REVENUES	656,843	398,672	(258,171)	61%
EXPENDITURES:				
Current:				
Administration:				
Professional Services	30,934	5,697	25,237	18%
Other Charges and Special Events	35,267	9,125	26,142	26%
Administrative Fees	148,757	156,269	(7,512)	105%
Economic Development Projects/Programs:				
Professional Services	41,295	115,472	(74,177)	280%
Other Charges and Special Events	19,190	48,909	(29,719)	255%
Debt Service:				
Principal - Promissory Note	16,800	10,329	6,471	61%
Interest - Promissory Note	9,600	3,671	5,929	38%
Capital Outlay	-	8,640	(8,640)	
TOTAL EXPENDITURES	301,843	358,112	(56,269)	119%
OTHER FINANCING SOURCES (USES):				
Transfers Out	(355,000)	(355,000)	-	
NET CHANGE IN FUND BALANCES	\$ -	\$ (314,440)	\$ (314,440)	

* 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 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/19	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
REVENUES:				
Property Taxes *	\$ 3,283,427	\$ 523,090	\$ (2,760,337)	16%
Intergovernmental	-	284	284	
Charges For Services	4,000	4,450	450	111%
Interest Earnings	-	49,103	49,103	
Leases (tower)	100,000	104,320	4,320	104%
Donations/Contributions	-	7,200	7,200	
Other Revenue	-	581	581	
TOTAL REVENUES	3,387,427	689,028	(2,698,399)	20%
EXPENDITURES:				
Debt Service:				
Issuance Costs & Fiscal Agent Fees	181,000	14,869	166,131	
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	82,545	63,455	57%
Police	70,000	163,712	(93,712)	234%
Fire	60,000	65,938	(5,938)	110%
Public Works	658,500	306,874	351,626	47%
TOTAL EXPENDITURES	1,159,500	633,938	525,562	55%
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	\$ -	\$ (582,138)	\$ (582,138)	

* 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 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED / EXPENDED
OPERATING REVENUES:				
Residential Sales	\$ 8,430,000	\$ 7,004,076	\$ (1,425,924)	83%
Senior Sales	499,000	459,443	(39,557)	92%
Commercial Sales	1,094,000	969,027	(124,973)	89%
Industrial Sales	24,558,000	22,175,059	(2,382,941)	90%
Intradepartmental	966,000	802,821	(163,179)	83%
All Other Sales	1,696,000	1,367,105	(328,895)	81%
TOTAL OPERATING REVENUES	37,243,000	32,777,531	(4,465,469)	88%
OPERATING EXPENSES:				
Purchased Power	25,055,000	24,242,118	812,882	97%
Distribution:				
Personnel Services	1,553,950	1,307,431	246,519	84%
Supplies, Services & Other Charges	397,501	363,037	34,464	91%
Administration:				
Personnel Services	333,899	169,656	164,243	51%
Supplies, Services & Other Charges	1,434,720	2,224,395	(789,675)	155%
Utility Billing:				
Personnel Services	250,291	195,841	54,450	78%
Supplies, Services & Other Charges	143,802	196,447	(52,645)	137%
Conservation Programs	681,434	494,587	186,847	73%
Franchise Fees	3,899,000	3,310,990	588,010	85%
Capital Outlay	681,000	1,830,162	(1,149,162)	269%
TOTAL OPERATING EXPENSES	34,430,597	34,334,654	95,943	100%
OPERATING INCOME	2,812,403	(1,557,123)	(4,369,526)	
NON-OPERATING REVENUES:				
Investment Earnings	92,400	63,183	(29,217)	68%
Intergovernmental	-	173	173	
TOTAL NON-OPERATING REVENUES	92,400	63,356	(29,044)	
NON-OPERATING EXPENSES:				
Debt Service - Principal	471,560	420,000	51,560	89%
Debt Service - Principal (Contra Account)	-	(420,000)	420,000	
Debt Service - Interest	361,804	231,858	129,946	64%
Debt Service - Agent Fees	450	450	-	
TOTAL NON-OPERATING EXPENSES	833,814	232,308	601,506	28%
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	2,070,989	(1,726,075)	(3,797,064)	
CAPITAL CONTRIBUTIONS	-	131,259	131,259	
TRANSFERS IN (OUT):				
Transfers (Out)	(1,672,000)	(1,744,000)	(72,000)	
CHANGE IN NET POSITION	\$ 398,989	\$ (3,338,816)	\$ (3,737,805)	

WATER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Residential Sales	\$ 1,330,000	\$ 940,308	\$ (389,692)	71%
Commercial Sales	968,000	736,425	(231,575)	76%
Industrial Sales	314,000	368,949	54,949	117%
All Other Sales	443,480	380,791	(62,689)	86%
TOTAL OPERATING REVENUES	3,055,480	2,426,473	(629,007)	79%
OPERATING EXPENSES:				
Pumping	237,761	201,532	36,229	85%
Treatment	267,140	258,108	9,032	97%
Distribution:				
Personnel Services	411,521	377,478	34,043	92%
Supplies, Services & Other Charges	340,218	351,505	(11,287)	103%
Administration :				
Personnel Services	113,495	96,028	17,467	85%
Supplies, Services & Other Charges	465,092	470,762	(5,670)	101%
Utility Billing:				
Personnel Services	125,147	97,922	27,225	78%
Supplies, Services & Other Charges	35,045	41,702	(6,657)	119%
Capital Outlay	529,000	155,474	373,526	29%
TOTAL OPERATING EXPENSES	2,524,419	2,050,511	473,908	81%
OPERATING INCOME	531,061	375,962	(155,099)	
NON-OPERATING REVENUES:				
Investment Earnings	27,900	5,400	(22,500)	19%
Lease - Bountiful Basket	33,000	24,649	(8,351)	75%
Insurance Claims	-	85,347	85,347	
TOTAL NON-OPERATING REVENUES	60,900	115,396	54,496	189%
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	-	5,879	(5,879)	
Old Water Treatment Plant/Bountiful Basket	-	1,646	(1,646)	
TOTAL NON-OPERATING EXPENSES	974,920	170,456	804,464	17%
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	(382,959)	320,902	703,861	
CAPITAL CONTRIBUTIONS	10,000	3,400	(6,600)	
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	\$ 864,302	\$ 697,261	

SEWER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Residential Sales	\$ 1,440,400	\$ 1,088,830	\$ (351,570)	76%
Commercial Sales	1,046,000	790,670	(255,330)	76%
Industrial Sales	995,900	808,125	(187,775)	81%
Other Sales	623,052	519,885	(103,167)	83%
TOTAL OPERATING REVENUE	4,105,352	3,207,510	(897,842)	78%
OPERATING EXPENSES:				
Pumping	48,571	18,497	30,074	38%
Treatment	2,433,857	2,231,036	202,821	92%
Collection:				
Personnel Services	411,524	378,266	33,258	92%
Supplies, Services & Other Charges	194,769	142,746	52,023	73%
Administration:				
Personnel Services	113,494	96,029	17,465	85%
Supplies, Services & Other Charges	458,438	460,738	(2,300)	101%
Utility Billing:				
Personnel Services	125,147	97,922	27,225	78%
Supplies, Services & Other Charges	34,854	42,050	(7,196)	121%
Capital Outlay	34,000	-	34,000	0%
TOTAL OPERATING EXPENSES	3,854,654	3,467,284	387,370	90%
OPERATING INCOME	250,698	(259,774)	(510,472)	
NON-OPERATING REVENUES:				
Investment Earnings	13,100	1,274	(11,826)	10%
Intergovernmental	-	41	41	
TOTAL NON-OPERATING REVENUES	13,100	1,315	(11,785)	10%
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	-	7,410	7,410	
TOTAL NON-OPERATING EXPENSES	216,134	58,441	(157,693)	
INCOME (LOSS) BEFORE TRANSFERS	47,664	(316,900)	(364,564)	
TRANSFERS IN (OUT):				
Transfers (Out)	(116,000)	(116,000)	-	
CHANGE IN NET POSITION	\$ (68,336)	\$ (432,900)	\$ (364,564)	

CHASKA COMMUNITY CENTER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Admissions	\$ 459,770	\$ 344,277	\$ (115,493)	75%
Memberships	1,128,756	961,869	(166,887)	85%
Rentals	1,007,133	827,288	(179,845)	82%
Charges for Services/Lessons	650,747	427,627	(223,120)	66%
Other Sales	155,937	103,697	(52,240)	66%
TOTAL OPERATING REVENUE	\$ 3,402,343	\$ 2,664,758	\$ (737,585)	78%
OPERATING EXPENSES:				
Personnel Services	2,096,157	1,860,096	236,061	89%
Supplies	208,876	220,446	(11,570)	106%
Professional Services	744,282	715,703	28,579	96%
Other Charges	281,077	286,782	(5,705)	102%
Capital Outly	-	44,208	(44,208)	
TOTAL OPERATING EXPENSES	3,330,392	3,127,235	203,157	94%
OPERATING INCOME	71,951	(462,477)	(534,428)	
NON-OPERATING REVENUES:				
Investment Earnings (Charges)	(6,794)	690	7,484	-10%
TOTAL NON-OPERATING REVENUES	(6,794)	690	7,484	-10%
NON-OPERATING EXPENSES:				
Debt Service - Principal	330,000	-	330,000	0%
Debt Service - Interest	160,796	74,077	86,719	46%
Issuance Costs & Fiscal Agent Fees	2,750	3,000	(250)	109%
TOTAL NON-OPERATING EXPENSES	493,546	77,077	416,469	16%
INCOME (LOSS) BEFORE TRANSFERS	(428,389)	(538,864)	(110,475)	
TRANSFERS IN (OUT):				
Transfers In	432,000	432,000	-	
CHANGE IN NET POSITION	\$ 3,611	\$ (106,864)	\$ (110,475)	

CHASKA PAR 30 FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Green Fees	\$ 173,000	\$ 119,933	\$ (53,067)	69%
Cart Rental	12,000	11,233	(767)	94%
Merchandise & Other Sales	6,026	5,364	(662)	89%
TOTAL OPERATING REVENUES	191,026	136,530	(54,496)	71%
OPERATING EXPENSES:				
Golf - Maintenance Dept:				
Personnel Services	82,304	75,941	6,363	92%
Supplies, Services & Other Charges	23,213	29,575	(6,362)	127%
Golf - Club House:				
Personnel Services	39,875	35,295	4,580	89%
Supplies, Services & Other Charges	43,419	32,878	10,541	76%
Merchandise for Resale	4,040	3,730	310	92%
Capital Outlay	5,000	12,411	(7,411)	248%
TOTAL OPERATING EXPENSES	197,851	189,830	8,021	96%
OPERATING INCOME	(6,825)	(53,300)	(46,475)	
NON-OPERATING REVENUES:				
Investment Earnings (Charges)	(1,100)	-	1,100	
TOTAL NON-OPERATING REVENUES	(1,100)	-	1,100	
CHANGE IN NET POSITION	\$ (7,925)	\$ (53,300)	\$ (45,375)	

CHASKA TOWN COURSE FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Green Fees	\$ 1,403,000	\$ 1,314,228	\$ (88,772)	94%
Driving Range	100,000	95,596	(4,404)	96%
Cart Rental	280,000	280,995	995	100%
Merchandise	229,000	222,854	(6,146)	97%
All Other Sales	139,000	137,598	(1,402)	99%
TOTAL OPERATING REVENUE	<u>\$ 2,151,000</u>	<u>\$ 2,051,271</u>	<u>\$ (99,729)</u>	95%
OPERATING EXPENSES:				
Golf - Maintenance Dept:				
Personnel Services	604,233	538,845	65,388	89%
Supplies, Services & Other Charges	272,800	263,225	9,575	96%
Golf - Club House:				
Personnel Services	484,268	437,073	47,195	90%
Supplies, Services & Other Charges	398,135	409,454	(11,319)	103%
Merchandise for Resale	171,700	186,777	(15,077)	109%
Capital Outlay	199,000	162,015	36,985	81%
TOTAL OPERATING EXPENSES	<u>2,130,136</u>	<u>1,997,389</u>	<u>132,747</u>	94%
OPERATING INCOME	<u>20,864</u>	<u>53,882</u>	<u>33,018</u>	
NON-OPERATING REVENUES:				
Investment Earnings (Charges)	<u>(8,900)</u>	<u>-</u>	<u>8,900</u>	
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>\$ 32,125</u>	<u>\$ 125,936</u>	

TURBINE GENERATOR FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Lease Revenue	\$ 2,486,184	\$ 1,189,682	\$ (1,296,502)	48%
OPERATING EXPENSES:				
Professional Services	80,000	84,925	(4,925)	106%
Other Charges	252,045	242,141	9,904	96%
TOTAL OPERATING EXPENSES	332,045	327,066	4,979	99%
OPERATING INCOME	2,154,139	862,616	(1,291,523)	
NON-OPERATING REVENUES:				
Investment Earnings	15,000	54,152	39,152	361%
Interfund Loan Payments	104,219	-	(104,219)	0%
TOTAL NON-OPERATING REVENUES	119,219	54,152	(65,067)	45%
NON-OPERATING EXPENSES:				
Debt Service - Principal	1,195,000	1,195,000	-	100%
Debt Service - Principal (Contra Account)	-	(1,195,000)	1,195,000	
Debt Service - Interest	886,150	664,612	221,538	75%
Issuance Costs & Fiscal Agent Fees	4,500	4,500	-	100%
TOTAL NON-OPERATING EXPENSES	2,085,650	669,112	1,416,538	32%
CHANGE IN NET POSITION	\$ 187,708	\$ 247,656	\$ 59,948	

STORM WATER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Residential Sales	\$ 949,000	\$ 871,042	\$ (77,958)	92%
Industrial Sales	726,000	670,622	(55,378)	92%
All Other Sales	3,000	10,764	7,764	359%
TOTAL OPERATING REVENUE	1,678,000	1,552,428	(125,572)	93%
OPERATING EXPENSES:				
Collections:				
Personnel Services	312,100	186,942	125,158	60%
Supplies, Services & Other Charges	351,630	171,402	180,228	49%
Administration :				
Personnel Services	80,042	58,430	21,612	73%
Supplies, Services & Other Charges	248,864	280,484	(31,620)	113%
Utility Billing:				
Supplies, Services & Other Charges	23,187	44,239	(21,052)	191%
Depreciation	30,000	-	30,000	0%
Capital Outlay	306,000	98,912	207,088	32%
TOTAL OPERATING EXPENSES	1,351,823	840,409	511,414	62%
OPERATING INCOME	326,177	712,019	385,842	
NON-OPERATING REVENUES:				
Investment Earnings (Charges)	(7,100)	4,944	12,044	-70%
Intergovernmental	-	110,400	110,400	
TOTAL NON-OPERATING REVENUES	(7,100)	115,344	122,444	
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	-	4,212	(4,212)	
TOTAL NON-OPERATING EXPENSES	194,522	43,813	150,709	23%
INCOME (LOSS) BEFORE TRANSFERS	124,555	783,550	658,995	
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	\$ 791,318	\$ 658,995	

CHASKA CURLING AND EVENT CENTER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
FOR THE PERIOD ENDED 10/31/19

	2019 BUDGET	ACTUAL AS OF 10/31/2019	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED
OPERATING REVENUES:				
Memberships	\$ 131,498	\$ 132,036	\$ 538	100%
Rentals	187,175	153,112	(34,063)	82%
Lessons	236,748	192,726	(44,022)	81%
Leagues	215,929	205,679	(10,250)	95%
Leases	426,000	310,553	(115,447)	73%
Other Sales Revenue	57,808	67,435	9,627	117%
TOTAL OPERATING REVENUES	1,255,158	1,061,541	(193,617)	85%
OPERATING EXPENSES:				
Administration:				
Personnel Services	219,337	142,282	77,055	65%
Supplies, Services & Other Charges	346,418	345,867	551	100%
Event Center:				
Personnel Services	99,884	77,107	22,777	77%
Supplies, Services & Other Charges	34,422	13,321	21,101	39%
Curling Center:				
Personnel Services	355,535	301,864	53,671	85%
Supplies, Services & Other Charges	128,913	94,321	34,592	73%
Crooked Pint	58,304	123,932	(65,628)	213%
Curling/ Non-recurring Events	-	67	(67)	
TOTAL OPERATING EXPENSES	1,242,813	1,098,761	144,052	88%
OPERATING INCOME	12,345	(37,220)	(49,565)	
NON-OPERATING REVENUES:				
Investment Earnings (Charges)	(11,900)	3,312	15,212	
TOTAL NON-OPERATING REVENUES	(11,900)	3,312	15,212	
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)	(321,777)	1,268,065	
TRANSFERS IN (OUT):				
Transfers In	1,590,287	1,475,445	(114,842)	93%
CHANGE IN NET POSITION	\$ 445	\$ 1,153,668	\$ 1,153,223	

CHASKA PLANNING COMMISSION MINUTES November 13, 2019

1. Call to Order

Chairperson Dahlke called the meeting to order at 7:00 pm.

2. Roll Call

Roll call was taken. Members present: Commissioners Brass, Cross, Lacey, Olson, Pfeiffer, Bowe, and Urbanski and Chairperson Dahlke

Members absent: Commissioner Sailer

Also present: Kevin Ringwald, Community Development Director; and, 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

There were no presentations.

5. Minutes

Motion by Commissioner Bowe, second by Commissioner Olson, to approve the Minutes of the Oct 09th, 2019, Planning Commission meeting.

Motion carried.

6. Consent Items

Motion by Commissioner Cross, second by Commissioner Lacey, to approve the Consent Agenda as follows:

6.A. Motion to recommend to City Council approval of a Final Plat for Shepherd of the Hill Twin Homes (PC #2019-21), subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:

- a. Project Location & Sheet Index (C-00), prepared by BARR Engineering Co., dated October 1, 2019**
- b. Existing Conditions and Survey (C-01), prepared by BARR Engineering Co., dated November 1, 2019**
- c. Removals and Erosion & Sediment Control Plan (C-02), prepared by BARR Engineering Co., dated November 1, 2019**
- d. Site Plan (C-03), prepared by BARR Engineering Co., dated November 1, 2019**
- e. Grading Plan (C-04), prepared by BARR Engineering Co., dated November 1, 2019**

- f. Utility Plan (C-05), prepared by BARR Engineering Co., dated November 1, 2019**
 - g. Utility Sections (C-06), prepared by BARR Engineering Co., dated November 1, 2019**
 - h. Utility Details (C-07-C-10), prepared by BARR Engineering Co., dated October 1 and 21, 2019**
 - i. Landscape Plan (L-01), prepared by BARR Engineering Co., dated October 21, 2019**
 - j. Landscape Details (L-02), prepared by BARR Engineering Co., dated October 1, 2019**
 - k. Final Plat, prepared by Sambatek, undated**
- 2. Adherence with the City Engineers Memo dated November 8, 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 an easterly parking lot access is available on Crest Drive for the Church site.**
- 6. 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**
- 7. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.**
- 8. Provision that parkland dedication fees are paid prior to recording of final plat.**
- 9. Provision of a storm water management plan meeting City and Carver County WMO standards.**

Motion carried.

7. Action Items:

7. A. Recommend approval of the Preliminary Site & Building Plan for Pioneer Professional Building at 2630 Shadow Lane (PC#2019-20).

City Planner Liz Hanson presented the item to the Commission.

Commissioner Bowe asked if the building had the same owner as the other office building and asked if there would be a parking easement put into place.

City Planner Hanson stated that it is the same owner and would let the developer answer questions regarding the parking situation. She stated that the parking available in the new development meets their parking needs so she is unsure if there will be a shared agreement.

Commissioner Olson asked if taking half of the available parking for the new building would mean that the existing building did not have enough parking.

City Planner Hanson stated that both buildings will have ample parking and meet current parking code.

Commissioner Cross noted that the whole lot feels very small. She asked if the wetland counts as greenspace.

City Planner Hanson noted that it will count as greenspace and is a stormwater pond.

Commissioner Cross noted that the plans show that one of their trees will be planted in the middle of the wetland area and explained that it will not do well in that location.

Commissioner Brass asked if the setback requirements were being met.

City Planner Hanson stated that the setback requirements and building coverage are being met.

Commissioner Pfeiffer stated that she would like to see the materials.

City Planner Hanson distributed the building material samples.

Aaron Swingdorf, 8616 Bluestem Drive, Victoria, stated that under the purchase agreement, they have agreed to share the parking lot equally.

Commissioner Bowe stated that she would recommend thinking through the parking situation carefully and noted that there could be problems down the road if one of the parcels is sold.

Commissioner Brass asked whether there would be any fencing or screening for the a/c units.

Mr. Swingdorf stated that they were not planning any fencing because there are trees in the area.

Commissioner Brass suggested considering some fencing to help block some of the noise from the large commercial units.

Commissioner Urbanski asked that the developer make an effort to keep as much vegetation as possible on the residential side.

Jim Vipon, 2690 Shadowwood Court, stated that the people in the businesses in the area have been very good to them. He stated that he is concerned about the parking spaces not being adequate and spilling out into the neighborhood. He stated that they have discussed the idea of moving both mailboxes to one side of the road so it isn't as dangerous.

City Planner Hanson reiterated that the plans meet the City code for parking. She stated that they will be adding an additional 15 stalls, but will have a total of 32 stalls.

Keith Wyman, 2674 Shadowwood Court, stated that he is okay with the concept, but is also concerned about parking because he feels their current parking needs are not being met with the existing parking. He noted that cars are parking on the side of the driveway as well as along

Shadow Lane. He stated that it isn't happening every day, but reiterated that they are not currently meeting their parking needs.

Commissioner Brass stated that he has looked at aerial shots from Google and the parking lot is full. He asked what is driving the need for all the parking at the building.

Mr. Swingdorf stated that the issue is that the orthodontics office holds a monthly staff meeting for all of their other offices at the Chaska location and they have been telling them to park in other locations and not the parking lot. He stated that they are not at capacity in their lot on a typical day. He discussed staffing levels at the dentist office.

Commissioner Olson stated that he was at this location earlier today and much of the parking lot was full. He asked if the additional 15 spots would be enough to handle the parking for a "normal day".

Commissioner Bowe asked if the developer had looked at ways to add additional parking. She explained that her day job deals with medical real estate and development. She stated that because of the nature of the business, they like to see a higher parking ratio because of the nature of the quick turnaround appointments at medical facilities.

Commissioner Brass asked if there was a tenant in mind for the building.

Mr. Swingdorf stated that they are planning some sort of medical use and noted that he has spoken with one person who is interested.

Commissioner Brass stated that perhaps the existing lot could be reconfigured and striped differently to allow for additional parking.

Mr. Swingdorf stated that he has discussed this with his business partner.

Commissioner Bowe noted that providing additional parking will also attract more potential tenants.

Commissioner Brass stated that he agreed with the concerns about parking and would like to add a condition that there be a parking lot study and that fencing be installed around the a/c unit to screen the noise from the nearby residential area.

Jason Branstrom, 2670 Shadowwood Court, asked if it would be possible relocate the a/c units to the other side of the building.

Colleen Rehm, 2646 Shadow Lane, stated that she is concerned about noise and the length of construction. She stated that she would prefer the a/c units being nearer to the streets rather than the proposed location.

Commissioner Bowe stated that the developer can take a look at the a/c locations but assumes that they are in the current location because of the need to service both buildings. She stated

that she thinks that the fencing suggested by Commissioner Brass would be helpful in this instance.

Commissioner Brass stated that the construction process will be subject to the typical rules, such as no work being done before sunrise. He stated that the City cannot control construction schedules, but noted that this will be a one-time project and suspects that they will attempt to get it done quickly.

Commissioner Cross stated that the developer is assuming that the tenant will be medical, but it may be something else. She expressed concern about someone only wanting a portion of the building because there is already a fair amount of office space already open in the City.

Commissioner Pfeiffer asked if there was a possibility to increase parking in the shared parking as well as the new building.

Commissioner Brass stated that was his idea was that the entire parking area be restriped in order to get additional parking spaces.

Motion by Commissioner Brass, second by Commissioner Bowe, to recommend to City Council approval of the Preliminary Site & Building Plan for a new office building at 2630 Shadow Lane (PC#2019-20) subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:

- a. **Project Narrative (pgs 1-13), submitted by Springline Architectural Studios, LLC, dated October 22, 2019.**
- b. **Certificate of Survey, submitted by Sathre Bergquist, Inc., dated May 22, 2019.**
- c. **Aerial Site Exhibit, submitted by Sathre Bergquist, Inc., dated October 17, 2019.**
- d. **Site Plan, submitted by Sathre Bergquist, Inc., dated October 17, 2019.**
- e. **Site Plan with Snow Storage, submitted by Sathre Bergquist, Inc., dated October 17, 2019.**
- f. **Grading and Erosion Control Plan, submitted by Sathre Bergquist, Inc., dated October 17, 2019.**
- g. **Utility Plan, submitted by Sathre Bergquist, Inc., dated October 17, 2019.**
- h. **Landscape Plan & Planting Schedule, submitted by Springline Architectural Studios, LLC, dated October 22, 2019.**
- i. **Preliminary Irrigation Plan, submitted by Springline Architectural Studios, LLC, dated October 22, 2019.**
- j. **Overlay Plan, submitted by Springline Architectural Studios, LLC, dated October 22, 2019.**
- k. **Lighting Photometric Plan, submitted by Springline Architectural Studios, LLC, dated October 22, 2019.**
- l. **Building Plan & Elevations, submitted by Springline Architectural Studios, LLC, dated October 22, 2019.**

2. Compliance with section 9.11 Building Design/Materials and Site Design.

- 3. Provision that all signs will meet PCD-9 development regulations and the monument sign will meet a 10-foot setback from all property lines.**
- 4. Compliance with applicable zoning requirements, in particular Chapter 9 (General Requirements).**
- 5. Provision that all mechanical equipment will be fully screened from view.**
- 6. Provision that the building will be fire sprinkled, and 2 fire hydrants are provided on site consistent with fire regulations.**
- 7. Provision that the pipes and valves for sewer and water are sized appropriately for the proposed building and approved by the Water and Sewer Department prior to building permit being issued.**
- 8. Adherence with the Engineers Memo dated November 8, 2019.**
- 9. Provision to further evaluate additional parking for Lots 1-2 Block 1 and to be addressed by Final submittal.**
- 10. Provision of a privacy fence to enclose the AC Units on the east side of the building.**
- 11. Provision of a cross access easement over the parking lot for Lots 1-2, Block 1 Shadow Wood Third Addition.**

Motion carried.

7.B. Recommend Approval of the Concept Plan for a new office/warehouse industrial building on Peavey Road/Steve Anderson PC#2019-19.

City Planner Liz Hanson presented item to the Commission

Commissioner Urbanski asked if the parking would still be in compliance with the planned removal of the parking spaces.

City Planner Hanson stated that that the City will have to take a closer look at the school site, but there should be more than ample parking out there. She stated that she doesn't foresee this being an issue.

Commissioner Brass suggested that there be a cross access easement in case the property ownership changes hands.

Commissioner Pfeiffer asked if there would be any screening between the building on the west side near Highway 41.

City Planner Hanson stated that there is buffer with mature vegetation, but the recommendation is to fill in where they can with an ample natural screen wall. She stated that there is enough room to put in some natural screening without impeding on the utilities. She noted that this will be analyzed more deeply during the Preliminary Plat phase.

Commissioner Cross asked about the parking and whether this is their best guess depending on the usage of the building.

City Planner Hanson noted that the number of stalls being show in this plan would be more than requirement if they broke down the building usage for solely manufacturing. She stated that this detail will also be worked out by the Preliminary Plat so the City can calculate the exact parking count necessary.

Commissioner Cross stated that this area has been a parking lot for a long time which means the wetland has been a catch all for quite a while. She stated that she hopes that the wetland and the water is looked at more closely as part of this process.

Commissioner Olson expressed concern about the truck traffic and ensuring there is enough room to maneuver.

City Planner Hanson stated that at the Preliminary Plat stage, the City will request a truck turning exhibit to show how it can be maneuvered without causing issues.

Jennifer Kaplan, 1012 Oak Center Dr, Minnetonka, stated that she is the architect for the project.

Commissioner Brass asked if Ms. Kaplan knew what the developer had envisioned for the building. He asked if there would be office space above the warehouse.

Ms. Kaplan stated that the developer's goal is to provide a bit more office space, so there will be offices above the warehouse. She noted that this meant that the warehouse space is a bit shorter and closer to 12 to 18 feet clear. She noted that the goal is for this to house one tenant and not multiple tenants.

Commissioner Brass stated that he likes the design and look of the building but is concerned about the bright blue façade facing Highway 41. He stated that he realizes it is a personal preference but would suggest a more subdued color.

Motion by Commissioner Pfeiffer, second by Commissioner Lacey, to recommend to City Council approval of the Motion to recommend approval to the City Council of the Concept Plan for Peavey Road Industrial Building (PC#2019-19), subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:

- a. Narrative (pgs 1-2)
 - b. Concept Site Plan, submitted by Mohagen Hansen., dated September 30, 2019.
 - c. Exterior Images, submitted by Mohagen Hansen., dated September 30, 2019.
 - d. Traffic Flow, Adjacency Buildings, Connection Views & Utilities, submitted by Mohagen Hansen., dated September 30, 2019.
 - e. Exterior Building Materials, submitted by Mohagen Hansen., dated September 30, 2019.
 - f. Certificate of Survey, submitted by Cornerstone Land Surveying, Inc., dated June 12, 2018.
2. Coordination with the City Engineer with regard to utilities, grading and drainage.
 3. Installation of all site lighting at a 0-degree angle with the light source fully concealed at the property line.
 4. Provision of photometrics and specs for all exterior lighting proposed, including any canopy lighting.

- 5. Provision that canopy lighting is flush with the canopy.**
- 6. Provision that all facades provide 360-degree architecture.**
- 7. Utilization of modular face brick as a Class I material.**
- 8. Provision to show how building will fit into the City of Chaska at preliminary submittal.**
- 9. No exterior storage will be permitted.**
- 10. Provision of a cross-access easement over 105 Peavey Road for truck access to be executed prior to final plat recording.**
- 11. Provision that drive aisles are at least 24 feet wide.**
- 12. Provision of hydrant placement needs to accommodate City standards for hydrant placement and fire code standards.**
- 13. Provision that building will be fire sprinkled.**
- 14. Provision of pedestrian connections between the parking lot and building and to be shown at preliminary submittal.**
- 15. Provision to submit Utility and Site Plan As-Builts at the time a building permit is issued.**
- 16. Provision of sufficient landscape screening to be achieved between the parking lot and Highway 41 on the site's westerly edge, as well as on the east edge of the loading dock area and to be shown at preliminary submittal.**
- 17. Provision of planting islands meeting Zoning Ordinance Section 9.6.5.4, and are shown at preliminary submittal.**
- 18. Any and all building signage shall be submitted separately, meet the sign ordinance, and shall obtain sign permits prior to installation.**
- 19. Provision of a storm water management plan meeting City and Carver County WMO standards.**
- 20. Compliance with applicable zoning requirements, in particular Chapter 9 (General Requirements).**
- 21. Provision that all mechanical equipment will be fully screened from view.**
- 22. Compliance with section 9.11 Building Design/Materials and Site Design.**
- 23. Adherence with the Engineers Memo dated November 8, 2019.**

Motion Carried.

8. Other Business

8.A. Receive Other Meeting Minutes

8.A.i. Receive the Minutes of the October 14, 2019 Park Board

8 A.ii. Receive the Minutes of the September 30, 2019 October 7, 2019 and October 21, 2019 City Council Meetings.

Commissioner Cross

- Asked that staff take a look at the warehouse on East 6th Street that has cars in various conditions parked around it.

Commissioner Pfeiffer

- Suggested that the Commission spend time looking more closely at parking depending on usage at buildings, such as the earlier discussion about the parking needs being different for medical use rather than office space.

Chairperson Dahlke

- Thanked staff for putting together the bus tour. He stated that it was nice to see some of the projects and get a good perspective of what has worked well in the City.

Community Development Director Ringwald stated that they are planning to conduct another bus tour in early spring and invite both the Planning Commission and the City Council.

Commissioner Bowe

- County Road 44 will open this weekend as well as a stretch of Old Shakopee Road.

Commissioner Urbanski

- Asked about sidewalk installation for new developments and whether they are required to be put in prior to construction. He stated that by putting the sidewalks in first, the developer needs to replace about 20% of them and those costs are passed along to residents. He suggested the Commission discuss the possibility of changing that requirement.

Community Development Director Ringwald stated that if the sidewalks are not installed prior to construction what ends up happening is piecemeal sidewalks and you run the risk of people installing sprinkler systems in areas that won't work with the sidewalk.

City Planner Hanson stated that she had distributed a listing of the Commissioners and their terms. She stated that one member is up for reappointment and asked that they fill out an application if they are interested in continuing to serve. She noted that she forwarded an e-mail to the Commission regarding a beneficial community event happening on December 5, 2019 at the Chaska Event Center for Martina's Table. She stated that they would like an R.S.V.P. so they know how many people to plan for. She stated that no applications were received, so there will not be a Planning Commission meeting in December.

9. Adjourn

Motion by Commissioner Urbanski, second by Commissioner Olson to adjourn the meeting at 8:14 pm.

Motion carried.