

### **Attention Location & Zoom Option**

In order to practice social distancing related to the COVID-19 pandemic, the Chaska City Council work session and meeting on Monday, October 19, 2020 will be held at the **Chaska Event Center** and **virtually on a platform called Zoom**. To learn more about participating or watching the meetings, visit [www.chaskamn.com](http://www.chaskamn.com). Any questions about how to participate should be directed to the Chaska Communication Department at [communications@chaskamn.com](mailto:communications@chaskamn.com) or (952)448-9200.

### WORK SESSION

Budgets for Electric, Water, Sewer and Storm Water Funds  
5:30 – 7:00 PM



AGENDA  
CHASKA CITY COUNCIL  
CHASKA EVENT CENTER -3210 CHASKA BLVD & ZOOM  
Monday, October 19, 2020  
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adopt Agenda
5. Visitor Presentation
  - 5.A. SouthWest Transit Update- Len Simich Chief Executive Officer & General Manager
6. Approve Previous Meeting Minutes
  - 6.A. Approve the October 5, 2020 City Council Meeting Minutes

7. Consent Items

- 7.A. Adopt Ordinance 981, Amending Chapter 11, Section 11.08.20 Uniform Fire Code of the Chaska Code of Ordinances
- 7.B. Adopt Resolution 2020-84, Accepting Gifts and Donations
- 7.C. Policies and Procedures for Federal Awards Administration
- 7.D. Adopt Resolution 2020-85, Approving the Final Plat for Club West 10th Addition/Traditions Development/PC #2020-19
- 7.E. Lake Grace Trail Connection to Highway 41 Underpass

8. Action Items

- 8.A. Adopt Resolution 2020-83, Public Assessment Hearing: Adopt Resolution Approving the Imposition of Service Charges for the 2021 Chaska Downtown Special Services District

9. Bills

- 9.A. ACCOUNTS PAYABLE COUNCIL ROSTER 10-19-2020

10. Other Business

- 10.A. City Administrator's Report
- 10.B. Biweekly 10-19-2020
- 10.C. Other Reports
  - 10.C.i. Financial Reports - August 2020

11. Adjourn



# SouthWest Transit Update

Chaska Rotary Club

October 15, 2020

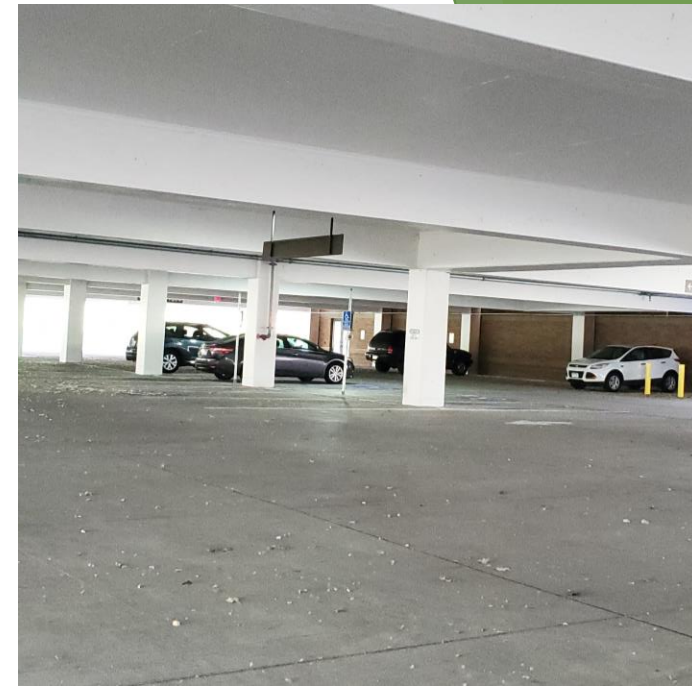
# SouthWest Transit (SWT) Overview

- ▶ Public transit provider for Eden Prairie, Chaska, Chanhassen, as well as Carver and Victoria (contracts).
- ▶ Governed by a commission consisting of six individuals appointed by the member cities and one rider representative.
- ▶ Suburban provider established by State Legislative action in 1983 due to the fact that the existing structured was not responsive or meeting the needs of the growing suburbs.
- ▶ SWT was formed in 1986.
- ▶ Pre-COVID: Operated over approximately 160 trips per day with 75 buses.
- ▶ Major routes bring commuters to Downtown Minneapolis and the University of Minnesota
- ▶ National leader in innovation, technology, and transit-oriented development.
- ▶ Introduced one of the nation's first microtransit operations - SW Prime
- ▶ Provider of choice to many special events.
- ▶ Has over \$60 million in assets.
- ▶ Pre-COVID: Annually provided over 1.2 million rides.



# COVID-19 Impacts

- ▶ Transit as an industry hit hard by the impact of COVID-19.
  - ▶ SWT hit harder than most do the makeup of our customer base - “Choice Riders.”
- ▶ Impacts/Actions
  - ▶ Initially lost over 90% of our riders and a similar percentage of farebox revenue.
  - ▶ Furloughed or eliminated over 50% of our workforce.
  - ▶ Needed to reduced service by over 60%.
  - ▶ Received Federal CARES Act Funding (approx. 20% of annual revenue).
  - ▶ Have taken numerous safety measures to increase customer and employee confidence.



# Continuing Plan to Address COVID-19

- ▶ Continue reduced service with the plan to add back trips to meet any increased demand and/or social distance requirements.
- ▶ Continue high level cleaning/disinfecting vehicles and facilities; swapping out vehicles multiple times per day; maintain daily employee health screening; continue to invest and implement new technologies and procedures such as passenger separators and air purification systems; and continue to make the wearing of masks mandatory in our facilities and on our vehicles.
- ▶ Reduce or eliminate any expense not deemed critical to the current operation.
- ▶ Self-perform versus contract (keep as many employed as possible).

**Goal : To give the agency the opportunity to meet all challenges and be financially solvent once we are able to put the coronavirus behind us.**



# Additional Threats Moving Forward

- ▶ Potential Elimination of Suburban Transit Providers
  - ▶ Governor's Blue-Ribbon Committee on the Metropolitan Council's Structure and Services
    - ▶ Tasked with studying the effectiveness of the delivery of regional transit services.
    - ▶ Why Now? - Political Opportunity?
      - ▶ Metropolitan Council views the suburban systems as an administrative nuisance and believes the region would be better served if all transit were controlled by one agency.
      - ▶ The belief is that transit funding can be better spent on Metropolitan Council priorities that are already or will be started without having funds available to operate them - LRT, BRT, ABRT.
  - ▶ Why suburban system formed in the first place.
    - ▶ Communities were not receiving their fair share of transit services - Allowed to "Opt-Out" of Metro Transit.
    - ▶ Transit funding shifted from local Property Taxes to the Statewide Motor Vehicle Sales Tax (MVST) in 2002.
      - ▶ Opponents of the suburban systems cite this as a reason to fold suburban providers back under Metro Transit/Met Council control.

# Benefits of Suburban Transit Systems

- ▶ Innovation that pushes all regional transit systems to be better.
  - ▶ SWT was first to bring Transit-Oriented Development (TOD), coach vehicles, microtransit, Wi-Fi, and transit apps to the region.
  - ▶ SWT has received customer satisfaction ratings above 97% for over ten years.
  - ▶ SWT provides a strong commitment to inner-city residents by providing access to thousands of jobs that prior to its existence were not served by transit.
  - ▶ Suburban systems are recognized as the region's transit incubators having the opportunity to seize upon emerging transportation technologies and opportunities faster than larger systems can.
- ▶ Cost Effectiveness - Suburban systems do more with less.
  - ▶ Since the 2000s, Met Council-controlled services (Metro Transit, LRT, Metro Mobility) have seen increasing percentages of MVST while suburban providers relatively little to no additional MVST dollars.
  - ▶ The reality is that Metro Transit could not operate suburban system service any cheaper because of difference in suburban system pay rates, flexible work rules, the distance of the transit routes serviced, and the suppressed fare revenue that is a result of the Met Council controlling all transit fare rates in the region.

**Bottom Line: Suburban systems are closer to and better understand the transit needs of their communities than a centralized large transit provider ever could.**



# Ending on a Positive Note

## What's Next?

- ▶ Expanded SW Prime and Prime MD services
  - ▶ 494 Corridor
    - ▶ Airport
    - ▶ Mall of America
  - ▶ Expansion into Shakopee
  - ▶ Expansion into other surrounding communities
- ▶ Electric Vehicles
- ▶ Autonomous Vehicles
- ▶ SouthWest Station Mobility Hub
  - ▶ Expanded first mile/last mile services
  - ▶ Added SW Prime service
  - ▶ eBikes/Scooters

### ▶ Car Share



# Questions?

**- MINUTES -  
CHASKA CITY COUNCIL  
October 5, 2020**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Huang, Grau, and Mayor Windschitl.

Absent: None.

Also Present: Kevin Ringwald, Community Development Director; 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 Hatfield to adopt the agenda as presented. Motion carried.

5. Proclamation

A. Recognition of National Pregnancy and Infant Loss Day – October 15<sup>th</sup>

Mayor Windschitl read a proclamation recognizing National Pregnancy and Infant Loss Day on October 15, 2020.

B. Recognition of Domestic Violence Awareness Month

Mayor Windschitl read a proclamation recognizing Domestic Violence Awareness Month.

6. Visitor Presentation

A. Update on the City Website Redesign Project

Kevin Wright provided the Council with an update on the City website redesign project.

Councilmember Huang asked which accessibility standards are being used.

Mr. Wright explained the standard being used and how Civic Plus is helping with that component.

Councilmember Huang inquired if there would be multilingual support.

Mr. Wright stated they will use Google Translate on the site.

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The Council and Staff talked about implementing native language messages into the website as pertinent.

Mr. Wright continued his update on the website redesign project.

Councilmember Grau inquired of the quality of the websites of the surrounding communities.

Mr. Wright provided detail into what the surrounding cities are using.

#### 7. Minutes

Motion by Councilmember Hubbard, second by Councilmember Grau to approve the minutes of the September 14 and September 21, 2020 City Council meetings. Motion carried.

#### 8. Consent Agenda

Motion by Councilmember Hatfield, second by Councilmember Huang to approve the Consent Agenda Items A through F:

- A. Adopt Resolution 2020-81, A Resolution authorizing submission of an application for grant funding from the U.S. Department of Commerce Economic Development Administration (EDA)  
Motion to adopt the Resolution #2020-81 authorizing submission of an application for grant funding from the U.S. Department of Commerce Economic Development Administration (EDA).
- B. Adopt Ordinance 980, Adding Section 13.16.140 Sidewalk Repairs by Owner to Chapter 13 of the Code of Ordinances  
Motion to adopt Ordinance #980, Section 13.16.140 Sidewalk Repairs by Owner to Chapter 13 of the Chaska Code of Ordinances.
- C. Joint Powers and Joinder Agreement for the Carver County Small Business Emergency Assistance Fund  
Motion to authorize the Mayor to sign the Joint Powers and Joinder Agreement for the Carver County Small Business Emergency Assistance Fund.

Motion carried.

#### 9. Action Items

##### 9.A. Adopt Resolution 2020-82, Public Hearing to Consider Certification of Delinquent Utilities and Miscellaneous Unpaid Fees

City Planner Hanson presented the item to the Council.

Councilmember Grau asked for clarification on the November deadline for paying without interest.

City Administrator Podhradsky gave further detail into that timeframe and process.

Councilmember Grau inquired if the numbers this year are comparable to previous years.



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City Administrator Podhradsky explained the numbers are slightly higher but pointed out the numbers now include electric whereas they did not in previous years.

Mayor Windschitl opened the public hearing at 7:51 pm.

Mayor Windschitl closed the public hearing at 7:52 pm.

Motion by Councilmember Grau, second by Councilmember Hubbard to approve Resolution #2020-82 approving certification of delinquent utilities and miscellaneous unpaid charges to Carver County for collection with the payable 2021 property taxes. Motion carried.

#### 10. Bills

##### 10.A. Accounts Payable Council Roster 10-5-2020

The Council requested further information about bills on pages 2, 4, 6, 9, 10, and 18.

City Administrator Podhradsky provided further information regarding those bills.

Motion by Councilmember Huang, second by Councilmember Hubbard 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.

#### 11. Other Business

##### 11.A. City Administrator's Report

###### 11.A.i. Bi-Weekly Report October 5, 2020

Councilmember Hatfield:

- Encouraged residents to check out the Beyond the Budget series from the City.
- Commented that there are fake events running on Facebook so to be aware.

Councilmember Hubbard:

- Noted the food distribution event on Friday at the old Gedney factory is from noon to 1:30pm.
- Noted there is free COVID testing at the Chaska Community Park on October 13, 2020.
- Provided an update on her water utility tour and the town course tour.

Councilmember Grau:

- Inquired if there are a good number of election judges. Assistant Administrator Kabat stated the numbers are good right now.
- Reminded residents to wear masks, social distance, and get tested if showing symptoms. Councilmember Huang noted the Chaska High School went back to hybrid learning last week.

Kevin Wright:

DRAFT

- Noted the City is partnering with the high school to broadcast high school games on Comcast 14.

City Administrator Podhradsky:

- Noted the Par30 is under way and the groundbreaking is next Tuesday at 2:30 pm.

Mayor Windschitl:

- Noted the letter from the Police Department went out last week and encouraged residents to read it and fill out any comments and return it.
- Congratulated Susan Arntz on her new job.
- Commented that the Hammer's property is really moving dirt.
- Noted the ribbon cutting for the Lyman Boulevard and Hwy 41 project will be tomorrow.
- Noted the next Council Meeting is October 19, 2020.

12. Adjourn

Motion by Councilmember Huang, second by Councilmember Grau to adjourn the meeting at 8:18 pm.

Motion carried.

**CITY OF CHASKA  
ORDINANCE MC 2020-981**

**AMEND CHAPTER 11 AND ITS SUBSEQUENT SUB SECTIONS TO REFLECT  
THE ADOPTION OF THE INTERNATIONAL FIRE CODE**

**WHEREAS**, the Chaska Fire Department's Bureau of Fire Prevention has worked under the current city ordinance that dates back to 2000, and;

**WHEREAS**, the Uniform Fire Code was changed to the International Fire Code in 1998, and;

**WHEREAS**, the Minnesota State Fire Marshal's Office adopted the new 2020 Minnesota State Fire Code in March of 2020, and;

**WHEREAS**, this new code has the new standards to keep the community and businesses in our community safe, and;

**WHEREAS**, with the adoption of Appendix D we will be able to enforce the Fire Apparatus Access Roads provisions, and;

**WHEREAS**, with the adoption of Appendix P we will be able to enforce the Emergency Responder Radio Coverage provisions to help all Fire, Police and EMS personal to have radio coverage inside building so that we can communicate with incoming units and dispatch.

**NOW THEREFORE**, be it ordained by the Council of City of Chaska, in the State of Minnesota, as follows:

**SECTION 1:**        **AMENDMENT** "11.08 Title And Adoption Of Uniform Fire Code" of the City of Chaska Municipal Code is hereby *amended* as follows:

**BEFORE AMENDMENT**

11.08 Title And Adoption Of Uniform Fire Code

**AFTER AMENDMENT**

11.08 Title And Adoption Of ~~Uniform~~The International Fire Code

**SECTION 2:**        **AMENDMENT** "11.08.020 Adoption Of Uniform Fire Code" of the City of Chaska Municipal Code is hereby *amended* as follows:

## BEFORE AMENDMENT

### 11.08.020 Adoption Of Uniform Fire Code

*Adoption of 2000 International Fire Code as adopted by the State of Minnesota as the Minnesota State Fire Code.* There is hereby adopted by the City Council of the City of Chaska for the purpose of prescribing regulations governing conditions hazardous to life and property from fire, hazardous materials, or explosion, that said code known as the International Fire Code and adopted by the State of Minnesota as the Minnesota State Fire Code, and which code shall be known as the Chaska Fire Code, a copy of which is on file with the City Clerk of the City of Chaska, with additional copies thereof in the office of the Code Official, and the same are hereby adopted and incorporated as fully as if set out at length herein and from the date on which this ordinance shall take effect, the provisions thereof shall be controlling within the limits of the City of Chaska.

## AFTER AMENDMENT

### 11.08.020 ~~Adoption Of Uniform~~International Fire Code

~~*Adoption of 2000 International Fire Code as adopted by the State of Minnesota as the Minnesota State Fire Code.* There is hereby adopted by the City Council of the City of Chaska for the purpose of prescribing regulations governing conditions hazardous to life and property from fire, hazardous materials, or explosion, that said code known as the International Fire Code and adopted by the State of Minnesota as the Minnesota State Fire Code, and which code shall be known as the Chaska Fire Code, a copy of which is on file with the City Clerk of the City of Chaska, with additional copies thereof in the office of the Code Official, and the same are hereby adopted and incorporated as fully as if set out at length herein and from the date on which this ordinance shall take effect, the provisions thereof shall be controlling within the limits of the City of Chaska.~~

The International Fire Code and its applicable appendixes, as adopted by the State of Minnesota as the Minnesota State Fire Code, established pursuant to Minn. Stat 326.B.02 sub 6, is hereby adopted as the Fire Code for the City of Chaska for the purpose of prescribing regulations governing conditions hazardous to life and property from fire, hazardous materials or explosion is hereby incorporated in this section as if fully set out herein. The ordinance codified in this section shall perpetually include the most current edition of the International Fire Code and it's applicable appendixes D and P as adopted by the State of Minnesota.

**SECTION 3:**        **AMENDMENT** “11.08.040 Definitions - Uniform Fire Code” of the City of Chaska Municipal Code is hereby *amended* as follows:

## BEFORE AMENDMENT

### 11.08.040 Definitions - Uniform Fire Code

- A. Wherever the word "**jurisdiction**" is used in the Uniform Fire Code, it is the City of Chaska.
- B. Wherever the words "**Code Official**" are used they shall be held to mean "Fire Marshal".

AFTER AMENDMENT

11.08.040 Definitions - ~~Uniform~~International Fire Code

- A. Wherever the word "**jurisdiction**" is used in the ~~Uniform~~International Fire Code, it is the City of Chaska.
- B. Wherever the words "**Code Official**" are used they shall be held to mean "Fire Marshal".

**SECTION 4:**        **EFFECTIVE DATE** This Ordinance shall be in full force and effect from October 19, 2020 after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CITY OF CHASKA COUNCIL

\_\_\_\_\_.

|                        | AYE   | NAY   | ABSENT | ABSTAIN |
|------------------------|-------|-------|--------|---------|
| Councilmember Grau     | _____ | _____ | _____  | _____   |
| Councilmember Hatfield | _____ | _____ | _____  | _____   |
| Councilmember Huang    | _____ | _____ | _____  | _____   |
| Councilmember Hubbard  | _____ | _____ | _____  | _____   |
| Mayor Windschitl       | _____ | _____ | _____  | _____   |

Presiding Officer

Attest

\_\_\_\_\_  
Mark Windschitl, Mayor, City of Chaska

\_\_\_\_\_  
Denise Beebe, Senior Clerk, City of Chaska



**REQUEST FOR ACTION  
CHASKA CITY COUNCIL  
10/19/20**

**Subject:      Accepting Gifts and Donations**

Reviewed By:      Kelly Grinnell, Finance Manager

Prepared By:      Erin Barnum, Senior Accountant

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The City receives various donations or gifts throughout the year. Pursuant to M.S. 465.03 all such gifts must be acknowledged and accepted by a resolution approved by a two-thirds majority of the City Council. Staff have drafted the attached proposed resolution that lists all monetary and nonmonetary gifts received by the City during the third quarter of 2020. Staff recommends approval of the resolution to acknowledge acceptance of each gift as listed.

**CITY COUNCIL ACTION REQUESTED**

Motion to adopt Resolution No. 2020-84 acknowledging and accepting gifts to the City of Chaska received during the period July 1, 2020 through September 30, 2020.

CITY OF CHASKA  
CARVER COUNTY, MINNESOTA

RESOLUTION

DATE 10/19/2020 RESOLUTION NO. 2020-84

MOTION BY COUNCILMEMBER \_\_\_\_\_ SECOND BY COUNCILMEMBER \_\_\_\_\_

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**A RESOLUTION ACKNOWLEDGING AND ACCEPTING GIFTS TO THE CITY OF CHASKA  
RECEIVED DURING THE PERIOD OF July 01, 2020 THROUGH September 30, 2020  
(PURSUANT TO M.S. 465.03)**

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**WHEREAS,** the City of Chaska, City Council, pursuant to M.S. 465.03, may accept a grant or device of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor; and

**WHEREAS,** nothing herein shall authorize such acceptance or use for religious or sectarian purposes; and

**WHEREAS,** every such acceptance shall be by resolution of the City of Chaska, City Council, adopted by a two-thirds majority of its members, expressing such terms in full.

**NOW, THEREFORE, BE IT RESOLVED,** that the City of Chaska City Council hereby acknowledges and accepts the following gifts to Chaska that have been received during the period of JULY 01, 2020 through SEPTEMBER 30, 2020:

- Chaska Lions Charitable Gambling \$1,000 – Community Band, Minnesota Valley Community Band
- Chaska Lions Charitable Gambling \$500 – Community Choir, River City Singers
- Chaska Lions Charitable Gambling \$25,000 – Lions Park Improvements
- Dennis Gaarder \$100 – Police Department
- Centerpoint Energy \$2,500 – Fire Department Apex Radio
- Learning Links \$124,000 – Par 30 Learning Links Project

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 19<sup>th</sup> day of October 2020.

\_\_\_\_\_  
Mark Windschitl, Mayor

Attest: \_\_\_\_\_  
Chaska Deputy Clerk

# REQUEST FOR ACTION CHASKA CITY COUNCIL OCTOBER 19, 2020

**Subject: Policies and Procedures for Federal Awards Administration**

Reviewed By: Noel Graczyk, Administrative Services Director

Prepared By: Kelly Grinnell, Finance Manager  
Erin Barnum, Senior Accountant

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Additional auditing procedures (Single Audit) are required in years when total federal dollars expended exceed \$750,000. Single Audit refers to the centralization of financial reporting on federal projects to one federal agency, not to each agency awarding the grants.

In 2020, the City received \$2,081,049 in Coronavirus Relief Funds from the federal government. The City must spend these funds by November 15, 2020. Any unspent funds must be returned. The City plans to spend all these funds by November 15, 2020; thus, a Single Audit will be required.

The City's Auditors, MMKR, have informed City staff that policies and procedures are required to spend federal funds. The attached Policies and Procedures for Federal Awards Administration is based on a policy provided by MMKR. City staff has been working to implement this policy and associated practices.

## **CITY COUNCIL ACTION REQUESTED**

Motion to adopt Policies and Procedures for Federal Awards Administration.

# City of Chaska, Minnesota

## Policies and Procedures for Federal Awards Administration

## Table of Contents

|                                                                        |    |
|------------------------------------------------------------------------|----|
| Policies and Procedures – Federal Awards Administration Overview ..... | 3  |
| General Accounting and Financial Management .....                      | 4  |
| Purchasing and Procurement.....                                        | 5  |
| Payroll and Timekeeping.....                                           | 9  |
| Grant Administration .....                                             | 10 |
| Year-end Closing and Reporting.....                                    | 12 |
| Additional Federal Awards Compliance Requirements.....                 | 13 |
| General Information .....                                              | 13 |
| Activities Allowed/Un-allowed and Allowable Costs/Cost Principles..... | 14 |
| Cash Management.....                                                   | 15 |
| Eligibility .....                                                      | 15 |
| Equipment and Real Property Management.....                            | 15 |
| Matching, Level of Effort and Earmarking .....                         | 16 |
| Period of Performance .....                                            | 17 |
| Procurement, Suspension and Debarment.....                             | 17 |
| Program Income.....                                                    | 18 |
| Sub-recipient Monitoring .....                                         | 19 |

# Policies and Procedures – Federal Awards Administration Overview

Purpose – This manual has been prepared to document the policies and procedures for the administration of federal awards of City of Chaska (the “City”). The Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles and Audit Requirements [34 CFR Part 80, 2 CFR Part 213 and Part 6 of the Office of Management and Budget (OMB) UGG - Uniform Grant Guidance Compliance Supplement] require all sub-recipients of federal funds to establish and maintain internal controls designed to reasonably ensure compliance with Federal laws, regulations and program compliance requirements. Written policies and procedures are part of the necessary internal controls and are required as a precondition to receiving federal funds. These policies and procedures are intended to be sufficiently comprehensive to adequately meet such requirements. However, in no case are these policies and procedures intended to supersede or limit federal or state laws or regulations, or the provisions of individual grant agreements.

Hierarchy of Authority – In the event that conflicting guidance on the administration of Federal awards is available, the City has deemed Federal guidance to be most authoritative, followed by other State or local agencies.

Revisions – Guidance provided by the Federal government through the OMB UGG - Uniform Grant Guidance Compliance Supplement are expected to be updated each year. Such updates are considered by the City as they become available and policies and procedures will be revised accordingly.

The City Administrator, Administrative Services Director, Finance Manager, and designees are authorized and required to establish and document policies and procedures to ensure compliance with the provisions of federal and state regulations and the provisions of grant agreements. Such policies and procedures are documented herein, and will be reviewed and updated as necessary, but not less than once every three years.

Training – City finance personnel and its program administrators of Federal awards will be provided the necessary training through various mechanisms, such as:

- Reviewing monthly State Aid Financial Status Report Updates, accompanying State aid payments
- Consulting with the City’s auditors as needed for clarification
- Participating in various training opportunities, such as those offered by appropriate professional organizations
- Reviewing legislative updates from multiple sources
- Membership and participation in meetings of the Governmental Finance Officers Association (GFOA)
- Certification of respective positions by the GFOA, i.e.: Finance Manager
- Coordination and collaboration with individuals performing similar job functions at similar municipalities.



Compliance Failures – Compliances failures, whether noted internally by management or through the external audit process, will be addressed immediately by reviewing the reason for the failure with responsible personnel and devising an improved process to improve compliance in the future.

## General Accounting and Financial Management

It is the policy of the City to comply with all statutory, regulatory, and contractual requirements in the conduct of, and accounting for, its financial operations. The official books of record for the City will be maintained subject to the following provisions:

1. The City will account for its operations in accordance with the Generally Accepted Accounting Principles (GAAP) applicable to local units of government.
2. The City will comply with all applicable circulars issued by the Office of Management and Budget (OMB), including, but not limited to:
  - a. OMB Circular A-87 – Cost Principles for States, Local and Indian Tribal Governments.
  - b. OMB UGG - Uniform Grant Guidance – Audits of States, Local Governments, and Non-Profit Organizations (the Single Audit Act).
3. The City will comply with all contractual requirements detailed in its duly executed grant agreements with awarding agencies.
4. The City will contract annually with an independent CPA firm for the purposes of conducting the City's external financial audit. To the extent that the City has expended federal awards in excess of the applicable single audit limit (currently \$750,000), the City will have a single audit performed in accordance with OMB UGG - Uniform Grant Guidance.
5. To ensure continuing compliance with all applicable accounting requirements, the City may, at its discretion, contract with a CPA firm to provide internal auditing and/or consulting services.
6. The Finance Manager shall be responsible for the maintenance of all accounting and financial records (including journals, timesheets, bank statements, audit reports, and similar documents). Such records shall be retained as required by contractual or regulatory requirements. The City has adopted the state's records retention schedule as its official guide for records storage, filing, and destruction.
7. The City and employees are required to comply with the City's conflict of interest policy and report any potential conflicts of interest to their managers. No employee, officer or agent may participate in the selection, award or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.

Such violations may result in appropriate discipline. See also the City policies on conflict of interest located in the City's Personnel Policies and Procedures.

8. The City will request prior approval from federal agencies for program or budget changes.

9. The City reserves the right to delay the implementation of new federal purchasing procedures by two years which follow:
  - Acquisitions for micro-purchases (below \$3,500 or below \$2,000 for construction subject to the Davis Bacon Act) may be awarded without soliciting bids if the City considers the price to be reasonable.
  - Procurements for Small Purchases (less than \$175,000 - Minn. Stat. § 471.345), in which case quotations must be obtained from an adequate number of sources.
  - Procurements made by sealed bid should be made to the lowest responsible (not necessarily the lowest) bidder.
  - Procurements made by competitive proposal must have standards to evaluate the selected recipient.
  - Procurement made by non-competitive proposals (to one vendor) may be used only if one of the following applies
    - the item is available from a single source,
    - an emergency exists,
    - the federal agency expressly authorizes non-competitive proposals, or
    - competition is seen as inadequate after solicitation to vendors.
10. Other procurement procedures include:
  - Contractors who develop or draft specifications for bids are precluded from bidding on them.
  - The City must maintain oversight so that contractors perform work as bid.
  - Multiple provisions must be included in contracts (see Appendix II of grant procurement guidelines of super circular procedures).
  - The City must verify to <http://www.sam.gov/> if contract is \$25,000 or more to review if the contractor is on the suspended and debarred list for federal grants.
11. Procedures for inventory of federal capital purchases will be maintained by the Finance Department, with the help of the other departments if needed, and all items will be tracked annually.
12. The Finance Manager (or designee) or the City Administrator are required to certify expenditures.

## Purchasing and Procurement

It is the policy of the City to ensure that all disbursements of City funds are properly reviewed and authorized, and consistent with sound financial management principles, and made in compliance with all applicable federal, state, and local laws. In order to meet these objectives, all disbursements of City funds shall be subject to the following provisions, to the extent that they do not conflict with or contradict with any specific federal, state or local law or Council policies (the most specific or restrictive law, policy or procedure will be followed):

1. Substantial state and federal requirements exist pertaining to standards of conduct and conflict of interest. It is the intent of the City for all employees, officers, or agents to conduct all activities associated with procurements in compliance with the highest ethical standards, including the

avoidance of any real or perceived conflict of interest. It is also the intent of the City to impose appropriate sanctions or disciplinary actions, including but not limited to termination and/or prosecution, for any employees or officers who violate any of these requirements.

2. The City avoids the acquisition of unnecessary or duplicative items. Additionally, the City considers consolidating or breaking out procurements to obtain a more economical purchase. And, where appropriate, the City makes an analysis of leases versus purchase alternatives, and other appropriate analyses to determine the most economical approach.
3. To foster greater economy and efficiency, the City enters into state and local intergovernmental agreements where appropriate for procurement or use of common or shared goods and services. This includes cooperative purchasing agreements where practical and beneficial. Depending on the purchase requested, the City may purchase it from a cooperative or inter-local agreement if the price is competitive and the goods or service are needed in a timely manner. The Finance Manager and the City Administrator will make this determination.
4. The City awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. The City considers such matters as contractor integrity and business ethics, compliance with public policy, ability to complete the project on time and in accordance with specifications, record of past performance, and the contractor's financial and technical resources.
5. The City will award a contract to a contractor who has the appropriate experience, expertise, qualifications, and any required certifications, necessary to perform the work. Contractors should also have the financial resources to sustain the project while the initial work is being completed and during each service period until he or she submits invoices for payment to the City as work is completed. Contractors should have the proper equipment or the capability to subcontract for the proper equipment necessary to complete the contracted work.
6. Debarment and Suspension: The City will not subcontract with or award subgrants to any person or company who is debarred or suspended from receiving federal funds. The Finance Manager, or designee thereof, is required to check for excluded parties at the System for Award Management (SAM) website before any procurement transaction paid with federal funds. This list is located at: <http://www.sam.gov/>.
7. All procurement transactions paid with federal funds are conducted in a manner providing full and open competition. In an environment of full and open competition, no proposer or bidder has a competitive advantage over another. All potential proposers and bidders must be provided the same information and have the same opportunity to submit a bid or proposal. Providing a competitive advantage to one or more potential proposers or bidders over another can open the potential for disputes and lawsuits that can be costly and can significantly delay the completion of projects.
8. To ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations

for bids or requests for proposals (RFPs) are excluded from competing for such procurements. The City does not engage in the following situations that may restrict full and open competition, including but not limited to:

- Placing unreasonable requirements on firms in order for them to qualify to do business
  - Requiring unnecessary experience and excessive bonding
  - Noncompetitive pricing practices between firms or between affiliated companies
  - Noncompetitive contracts to consultants that are on retainer contracts
  - Organizational conflicts of interest
  - Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement
  - Any arbitrary action in the procurement process
  - The City conducts federal procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference.
9. All solicitations will incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description will not, in competitive procurements, contain features which unduly restrict competition. The description will include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, will set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications will be avoided if possible.
10. The City will make independent estimates of the goods or services being procured before receiving bids or proposals to get an estimate of how much the goods and services are valued in the current market. To accomplish this, after bids and proposals are received, but before awarding a contract, the City conducts either a price analysis or a cost analysis, depending on the type of contract, in connection with every procurement with federal funds in excess of \$100,000.
11. The City takes all necessary affirmative steps to assure that minority businesses and women’s business enterprises, and labor surplus area firms are used when possible. To accomplish this, the City uses the following required affirmative steps:
- Placing qualified small and minority businesses and women’s business enterprises on solicitation lists.
  - Assuring that small and minority businesses and women’s business enterprises are solicited whenever they are potential sources.
  - Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women’s business enterprises.
  - Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women’s business enterprises.

- Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
  - Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed above.
12. Federal methods provide for procurement by micro-purchase. Micro-purchase is a purchase of supplies or services using simplified acquisition procedures, the aggregate amount of which does not exceed \$3,000. The micro-purchase method is used to expedite the completion of its lowest-dollar small purchase transactions and minimize the associated administrative burden and cost.
13. Small purchase procedures may be used in those relatively simple and informal procurement methods for securing nonprofessional services, supplies, or other property that do not cost more than \$175,000.
14. Sealed bids (\$175,000, formal advertising, price is a major factor). Requirements for sealed bids:
- The invitation for bids will be publicly advertised and bids must be selected from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids.
  - The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services for the bidder to properly respond.
  - All bids will be publicly opened at the time and place prescribed in the invitation for bid.
  - A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder.
  - Any or all bids may be rejected if there is a sound documented reason.
  - Competitive proposal (> \$175,000, fixed price or cost reimbursement, request for proposal (RFP) with evaluation methods). Requirement for competitive proposal procedures:
    - Requests for proposals must be publicized requests and identify all evaluation factors and their relative importance.
    - Proposals must be solicited from an adequate number of qualified sources.
    - The organization must have a written method for conducting technical evaluations of the proposals received and for selecting recipients.
    - Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program.
    - The organization may only use qualification-based methods, whereby competitors' qualifications are evaluated, and the most qualified competitor is selected, in the procurement of architectural/engineering professional services.
15. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used when using federal funds only when one or more of the following circumstances apply:
- The item is available only from a single source. This must be documented.

- The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.
  - Any federal awarding agency expressly authorizes noncompetitive proposals in response to a written request from the City.
  - After solicitation of a number of sources, competition is determined inadequate.
16. Time and materials type contract means a contract whose cost to the City is the sum of the actual costs of materials, and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit. The City may use a time and materials type contract paid with federal funds in accordance with the above only
- After a determination that no other contract is suitable; and
  - If the contract includes a ceiling price that the contractor exceeds at its own risk.
17. The City ensures that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. The City accomplishes this by conducting internet searches, including using vendor searches, and by using other less technologically advanced tools to locate and identify potential contractors. Federal guidelines are followed regarding the number of bids required.
18. If bids are required, the City requires that construction or facility improvement contracts, or subcontracts exceeding \$150,000, include a bid guarantee equivalent to 5% of the bid price from each bidder (such as bid bond or certified check), a performance bond on the part of the contractor for 100 percent of the contract price, and a payment bond on the part of the contractor for 100 percent of the contract price.

*Note: The City's purchasing policy does not apply to procurement by contractors or subcontractors on projects, federally supported or otherwise.*

## Payroll and Timekeeping

The following provisions apply to the payment of employees and recording of time and effort (as required) in accordance with Federal Cost Principles:

1. Hourly employees record time on an electronic timekeeping system each day, with the following information:
  - a. The total number of hours actually worked each day
  - b. The use of any holiday, personal, vacation, sick, or other approved time off with pay
  - c. The total number of hours to be paid
  - d. An allocation of those hours to each program or department for which work was performed, when necessary
  - e. The dated signature of the employee and his/her supervisor for each payroll period

The allocation of hours between programs or departments should be based on the actual hours worked, and not be based on available budgets, or predetermined allocation schedules.

In the event that an after-the-fact correction is necessary to an employee's timesheet due to errors in the allocation of time worked, such corrections must be submitted to the Controller, and approved in writing by both the employee and his/her supervisor.

2. Salaried employees charged to a Federal grant will document time and effort as follows: the employee may document time and effort using a timesheet as described above. Timesheets must account for the total activity for which the employee is compensated and be signed by the employee. It will not be acceptable for timesheets to include the hours worked on Federal grants only.
  - a. It is the responsibility of the employee being charged to a Federal award(s) to clarify documentation requirements with the Administrative Services Director, Finance Manager, or designee and provide appropriate documentation to the Payroll Coordinator as it becomes available. The employee should retain a copy of the documentation for his/her personal records.

Certifications should never be signed prior to the end date of the payroll period being certified. Each certification should be provided to the Finance Department when available.

## Grant Administration

The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict any existing Council policies:

1. Grant Development, Application, and Approval –
  - a. Legislative Approval – The point at which legislative approval is required is determined by the requirements of the grant program. If the grant must be submitted by “an individual authorized by the *legislative body*”, then City Council approval is required prior to submitting the application. If such legislative approval is not specifically required by the written terms of the grant, then the City Administrator or designee may, at his or her discretion, approve grant applications.
  - b. Matching Funds – Grants that require cash local matches must be coordinated through the Finance Department. At a minimum, funds must be identified within the existing budget to provide the match, or a budget amendment will be required. Depending on the nature of the grant, there may also be some policy implications that will bear discussion. (For example, will the grant establish a level of service that cannot be sustained once the grant funds are depleted?)

In all cases involving matching funds, the grant applicant should contact the Finance Department to determine the strategy for securing matching funds.

Refer to the section within this manual titled “Matching, Level of Effort, and Earmarking” for additional information on compliance with the provisions of the OMB UGG - Uniform Grant Guidance Compliance Supplement.

- c. Grant Budgets – Most grants require the submission of an expenditure budget. The Finance Manager will review this portion of the grant request prior to submission. A technical review may reveal inconsistencies in the calculations, cost centers that might

have been overlooked, or identify reimbursable expenses of which program staff may not be aware—particularly for indirect costs.

2. Grant Program Implementation –

- a. Notification and Acceptance of an Award – Official notification of a grant award is typically sent by a funding agency to the grant official designated in the original grant proposal. However, the authorization to actually spend grant funds is derived from the City Council through the approval of a grant budget. Such notification should also be directed to the Finance Department.

Adoption of the grant budget as a component of the City-wide operating budget is deemed to be sufficient approval.

- b. Establishment of Accounts – The department that obtained the grant will provide the Finance Manager with information needed to establish revenue and expense accounts for the project, as well as other codes needed for tracking purposes. Ordinarily, this information will include a copy of a summary of the project and detail of the full project budget.
- c. Purchasing Guidelines – All other City purchasing guidelines apply to the expenditure of grant funds. The use of grant funds does not exempt any purchase from normal purchasing requirements. All typical paperwork and bidding requirements as well as normal staff approvals apply. When in doubt, the Grant Official should contact the Finance Manager for further assistance.

3. Financial and Budgetary Compliance –

- a. Monitoring Grant Funds – Departments may use some internal mechanism (such as a spreadsheet) to monitor grant revenues, expenditures, and budgetary compliance, at the grant level. The Finance Manager maintains this information in financial software system as well; this is the City's "official" accounting system. Grant Officials are strongly encouraged to use financial software reports provided by the Finance Department for their grant tracking.

If any "off-system" accounting records are maintained, it is the responsibility of the Grant Official to ensure that the program's internal records agree to the City's accounting system.

- b. Fiscal Years – Occasionally, the fiscal year for the granting agency will not coincide with the City's fiscal year. This may require adjustments to the City's internal budget accounts and interim financial reports as well as special handling during fiscal year-end close. It is the responsibility of the Grant Official to bring such discrepancies to the attention of the Finance Department at the time the grant accounts are established.
- c. Grant Budgets – The terms of each specific grant will dictate whether any budget transfers between budgeted line items will be permitted. In no case will the Grant Official be authorized to exceed the total budget authority provided by the grant.

If grant funds have not been totally expended by fiscal year-end, it is the responsibility of the Grant Official to notify the Finance Manager that budget funds need to be carried forward to the new fiscal year, and to confirm the amounts of such carry-forwards. Carryforwards of grant funds



will be subjected to maximum allowable amounts/percentages based on the grant award agreement and/or the OMB UGG - Uniform Grant Guidance Compliance Supplement.

Capital Assets – The City is responsible for maintaining an inventory of assets purchased with grant funds. The City is accountable for them and must make them physically available for inspection during any audit. The City Council must approve of any sale of these assets. Customarily, the proceeds of the sale can only be used on the grant program that purchased them. (Refer to the specific regulations governing the original grant).

The Finance Manager will coordinate this grant requirement. All transactions that involve the acquisition or disposal of grant funded capital assets must be immediately brought to the attention of the Finance Manager. Refer to the City's separate Capital Assets policy and the section of this manual titled "Equipment and Real Property Management" for additional information. [OMB Circular A-133; 34 CFR Sec. 74.34]

4. Record Keeping –
  - a. Audit Work-papers – The City's external auditors audit all grants at the end of each fiscal year. Finance Department staff will prepare the required audit work- papers. Grant Officials may be asked to assist in this process, if necessary.
  - b. Record Keeping Requirements – Grant record keeping requirements may vary substantially from one granting agency to another. Consequently, a clear understanding of these grant requirements at the beginning of the grant process is vital. The Finance Department will maintain copies of all grant draw requests and approved grant agreements (including budgets). The Grant Official should maintain all other records.
5. Other Guidelines – Specific information on policies and procedures related to compliance with the provisions of the OMB UGG - Uniform Grant Guidance Compliance Supplement are addressed in this manual and should be considered along with the information in this section.

## Year-end Closing and Reporting

The following provisions govern the year-end close-out process of the City for purposes of external financial reporting:

1. To the extent that the City is required to have a single audit completed in accordance with OMB UGG - Uniform Grant Guidance, the City will accumulate the information necessary to prepare a schedule of expenditures of federal awards ("SEFA") in accordance with Federal and State requirements. This schedule will be characterized as follows:
  - a. The schedule will include all federal financial assistance, including grants, contracts, property, loans, loan guarantees, interest subsidies, cooperative agreements, insurance, or direct appropriations. Amounts will be reported whether received directly from the Federal government or through a pass-through agency (if the City is determined to be a sub-recipient and not a vendor).

- b. The schedule will be prepared on the same basis of accounting as the related financial statements.
- c. Federal programs will be listed by Federal agency. For program clusters, the schedule will provide the cluster name, individual federal programs in each cluster, and the name of each federal agency. Totals will be provided for each cluster.
- d. Total Federal awards expended for each federal program will be listed along with the CFDA number, pass-through entity name (if applicable) and pass-through entity number (if applicable). Such information will agree to the award documentation.
- e. If the CFDA number of a Federal award cannot be reasonably determined, it shall be reported in the schedule using the two-digit prefix for the related Federal agency, followed by "UNKNOWN".
- f. To the extent that amounts are passed through to sub-recipients, the schedule will provide the total amount for each federal program that was provided to subrecipients.
- g. The notes to the schedule will include significant accounting policies used to prepare the schedule, balances of any loans and loan guarantees that are outstanding at the end of the audit period, and whether or not the auditee has elected to use the 10% de minimis cost rate.

## Additional Federal Awards Compliance Requirements

Some of the Federal awards received by the City are passed-through the State of Minnesota. Management will consider both the OMB UGG - Uniform Grant Guidance Compliance Supplement and any applicable compliance requirements as set forth by the State of Minnesota.

## General Information

Source of Information – Each year the Federal government (Office of Management and Budget) issues a comprehensive document on the compliance requirements each grant recipient is obligated to follow in general terms, along with program-specific guidance on various grant awards. There are 12 compliance requirements identified, each of which is considered individually in this manual.

The following pages document the policies and procedures of the City related to compliance with such procedures, as applicable. In each year that the City is subject to a single audit, applicable compliance requirements are expected to be tested in detail by the City's independent auditors.

Objectives – The objectives of most compliance requirements are generic in nature. While the criteria for each program may vary, the main objective of the compliance requirement is relatively consistent across all programs. As such, the policies and procedures of the City have been based on the generic sense of the compliance requirement. For selected compliance requirements, this manual addresses the specific regulations applicable to individual grants. This is not intended to imply that a program is

not subject to such policies if it is not specifically mentioned here. It is the intention of the City that all Federal awards are subject to the following policies and procedures.

Controls over Compliance – In addition to creating policies and procedures over compliance with provisions of Federal awards, the City has implemented internal controls over such compliance, generally in the form of administrative oversight and/or independent review and approval. To document these control activities, all independent reviews must be signed/initialed and dated.

Documentation – The City will maintain adequate documentation to support both the compliance with applicable requirements as well as internal controls over such compliance. This documentation will be provided to the City's independent auditors and/or pass-through grantor agencies, as requested, during the single audit and program audits.

## Activities Allowed/Un-allowed and Allowable Costs/Cost Principles

Source of Governing Requirements – The requirements for activities allowed or un-allowed are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award. The requirements for allowable costs/cost principles are contained in the A-102 Common Rule (§ .22), OMB Circular A-133 (2 CFR section 215.27), program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

To ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. All grant expenditures will be in compliance with OMB Circular 2 CFR 200, Subpart E, State law, City policy, and the provisions of the grant award agreement, which will also be considered in determining allowability. Grant funds will only be used for expenditures that are considered reasonable and necessary for the administration of the program.
2. Grant expenditures will be approved by department heads/program managers initially through the purchasing process and again when the bill or invoice is received. This will be evidenced by signature or initials and date on the invoice or by an approval documented via email. Accounts payable disbursements will not be processed for payment by the Finance Department until necessary approval has been obtained.
3. Payroll costs will be documented in accordance with OMB Circular A-87 as described in the section of this manual titled "Payroll and Timekeeping".
4. An indirect cost rate will only be charged to the grant to the extent that it was specifically approved through the grant budget/agreement. When allowable, indirect costs will be charged based on the *Cost Allocation Plan* of the City.

## Cash Management

Source of Governing Requirements – The requirements for cash management are contained in the A-102 Common Rule (§ .21), OMB Circular A-133 (2 CFR section 215.22), program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

To ensure compliance with these requirements, the City has implemented the following policies and procedures:

Many of the City's grants are awarded on a reimbursement basis. As such, program costs will be expended and disbursed prior to requesting reimbursement from the grantor agency.

1. Cash draws will be initiated by the Controller who will determine the appropriate draw amount. Documentation of how this amount was determined will be retained and signed/dated.
2. For state grants, the physical draw of cash will be processed through SWIFT (Minnesota's State-wide Integrated Financial Tools payment system) or through the means prescribed in the grant agreement.
3. Supporting documentation from SWIFT or a copy of the cash draw paperwork will be filed along with the approved paperwork described above and retained for audit purposes.

## Eligibility

Source of Governing Requirements – The requirements for eligibility are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

Federal grants will only benefit those individuals and/or groups of participants that are deemed to be eligible.

## Equipment and Real Property Management

Source of Governing Requirements – The requirements for equipment are contained in the A-102 Common Rule (§.32), OMB Circular A-133 (2 CFR section 215.34), (34 CFR section 74.34), program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict any existing Council policies:

1. All equipment will be used in the program for which it was acquired or, when appropriate and allowable, other Federal programs.
2. When required, purchases of equipment will be pre-approved by the grantor or pass-through agency. The Finance Manager, or designee will be responsible for ensuring that equipment purchases have been previously approved, if required, and will retain evidence of this approval.

3. Equipment records will be maintained, and an appropriate system shall be used to safeguard equipment, as described in the City's separate Capital Asset policy. Equipment should be assigned to a program and physical location on the inventory. If such equipment is moved, it will be noted and adjusted in the City's capital assets records.
4. When equipment is no longer needed for a Federal program, it may be retained or sold with the Federal agency having a right to a proportionate amount of the current fair market value. Proper sales procedures shall be used that provide for competition to the extent practicable and result in the highest possible return.

The City will keep, sell, or otherwise dispose of the equipment with no further obligation unless disposal requirements are specifically detailed in the grant. A record of the date, reason, and method of disposal or sale will be maintained with the equipment inventory.

5. Equipment purchased will be identified and kept in the City's capital asset records. The records shall include the following:
  - a. Asset number and description of the equipment
  - b. Location of the equipment
  - c. Depreciation method & years of expected life
  - d. Acquisition date
  - e. Cost of the equipment
  - f. Equipment classification (land, building, equipment, etc.)
  - g. Make, Model, & Serial number or other identification number
  - h. Vendor and invoice number to purchase equipment
  - i. Disposition data including date and sale price of the equipment

A physical inventory of the property will be conducted periodically, and the results will be reconciled with the capital asset listing. A control system will be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft will be investigated.

Maintenance procedures are in place to keep the equipment in good condition.

## Matching, Level of Effort and Earmarking

Source of Governing Requirements – The requirements for matching are contained in the A-102 Common Rule (§.24), OMB Circular A-133 (2 CFR section 215.23), program legislation, Federal awarding agency regulations, and the terms and conditions of the award. The requirements for level of effort and earmarking are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The City defines “matching”, “level of effort”, and “earmarking” consistent with the definitions of the OMB UGG - Uniform Grant Guidance Compliance Supplement:

Matching or cost sharing includes requirements to provide contributions (usually non-Federal) or a specified amount or percentage of match Federal awards. Matching may be in the form of allowable costs incurred or in-kind contributions (including third-party in-kind contributions).

Level of effort includes requirements for (a) a specified level of service to be provided from period to period, (b) a specified level of expenditures from non-Federal or Federal sources for specified activities to be maintained from period to period, and (c) Federal funds to supplement and not supplant non- Federal funding of services.

Earmarking includes requirements that specify the minimum and/or maximum amount of percentage of the program's funding that must/may be used for specified activities, including funds provided to sub-recipients. Earmarking may also be specified in relation to the types of participants covered.

To ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. Compliance with matching, level of effort, and earmarking requirements will be the responsibility of the Finance Manager.
2. Adequate documentation will be maintained to support compliance with matching, level of effort, and earmarking requirements. Such information will be made available to City administration, auditors, and pass- through or grantor agencies, as requested.
3. Maintenance of effort for grants through the State Minnesota will be determined at the State level.

## Period of Performance

Source of Governing Requirements – The requirements for period of performance of Federal funds are contained in the A-102 Common Rule (§ .23), OMB Circular A-133 (2 CFR sections 215.28 and 215.71), program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

To ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. Costs will be charged to an award only if the obligation was incurred during the funding period (unless pre- approved by the Federal awarding agency or pass-through grantor agency).
2. All obligations will be liquidated not later than 90 days after the end of the funding period (or as specified by program legislation).
3. Compliance with period of performance requirements will initially be assigned to the individual approving the allowability of the expense/payment. This will be subject to review and approval by the Finance Department as part of the payment processing.

## Procurement, Suspension and Debarment

Source of Governing Requirements – The requirements for procurement are contained in the A-102 Common Rule (§.36); OMB Circular A-133 (2 CFR sections 215.40 through 215.48), program legislation, Federal awarding agency regulations, and the terms and conditions of the award. The requirements for suspension and debarment are contained OMB guidance in 2 CFR part 180, which implements

Executive Orders 12549 and 12689, Debarment and Suspension; Federal agency regulations in 2 CFR implementing the OMB guidance; the A-102 Common Rule (§.36); OMB Circular A-133 (2 CFR section 215.13); program legislation; Federal awarding agency regulations; and the terms and conditions of the award.

To ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. Purchasing and procurement related to Federal grants will be subject to the general policies and procedures of the City (described in the section of this manual titled "Purchasing and Procurement").
2. Contract files will document the significant history of the procurement, including the rationale for the method of procurement, selection of the contract type, contractor selection or rejection, and the basis of contract price.
3. The Finance Manager will be responsible for determining whether the City is entering into a transaction that may be subject to suspension or debarment procedures and executing appropriate oversight and control activities at that time.

## Program Income

Source of Governing Requirements – The requirements for program income are found in the A-102 Common Rule (§.21 (payment) and §.25 (program income)); OMB Circular A-133 (2 CFR section 215.2 (program income definition), 2 CFR section 215.22 (payment), and 2 CFR section 215.24 (program income)), program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

To ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. Program income will include (but will not be limited to): income from fees for services performed, the use or rental of real or personal property acquired with grant funds, the sale of commodities or items fabricated under a grant agreement, and payments of principal and interest on loans made with grant funds. It will not include interest on grant funds unless otherwise provided in the Federal awarding agency regulations or terms and conditions of the award.
2. The City will allow program income to be used in one of three methods:
  - a. Deducted from outlays
  - b. Added to the project budget
  - c. Used to meet matching requirements

In the absence of specific guidance in the Federal awarding agency regulations or the terms and conditions of the award, program income shall be deducted from program outlays.

3. Program income, when applicable, will be accounted for as a revenue source in the same project code as the Federal grant.



## Sub-recipient Monitoring

The City will ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and, if any of these data elements change, include the changes in subsequent subaward modification. Required information includes:

1. Federal Award Identification.
  - a. Subrecipient name (which must match the name associated with its unique entity identifier)
  - b. Subrecipient's unique entity identifier
  - c. Federal Award Identification Number (FAIN)
  - d. Federal Award Date (see §200.39 Federal award date) to the recipient by the Federal agency
  - e. Subaward Period of Performance Start and End Date
  - f. Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient
  - g. Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current obligation
  - h. Total Amount of the Federal Award committed to the subrecipient by the pass-through entity
  - i. Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)
  - j. Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity
  - k. CFDA Number and Name; the pass-through entity must identify the dollar amount made available under each Federal award and the CFDA number at time of disbursement
  - l. Identification of whether the award is R&D
  - m. Indirect cost rate for the Federal award (including if the de minimis rate is charged per §200.414 Indirect (F&A) costs) Special Tests and Provisions

To ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. The Finance Manager will be assigned the responsibility for identifying financial-related compliance requirements for special tests and provisions, determining approved methods for compliance, and retaining any necessary documentation. Program-related compliance requirements will be the responsibility of the department administering the grant.



# REQUEST FOR ACTION CHASKA CITY COUNCIL 10/19/20

**Subject:** Club West 10<sup>th</sup> Addition – Final Plat

**Applicants:** Traditions Development

**Location:** North of County Road 44 and east of Savanna Way

**Case No.:** 2020-19

**Synopsis:** Applicant seeks to obtain approval of a Final Plat for 4 single-family lots in the southwest Chaska area

**Prepared By:** Elizabeth Hanson

**Staff Recommendation:** Motion to adopt Resolution

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## **BACKGROUND**

In 2013, phase I of Tradition's development concept plan was approved. Phase I encompasses the 1<sup>st</sup>-3<sup>rd</sup> additions of Club West, also known as The Harvest.

In April of 2016, phase II of Tradition's development concept plan was approved. Phase II encompasses the development area north of Club West 1<sup>st</sup>-3<sup>rd</sup> additions, which was the ultimate layout for The Harvest neighborhood.

In June of 2016, the preliminary plat and rezoning for 89 lots (south half of concept plan) in phase II of Tradition's development was approved.

In September of 2016, the preliminary plat and rezoning for 80 lots (north half of concept plan) in phase II of Tradition's development was approved.

A small area (4 lots) on the northwest portion of the development along Boulder Lane was left un-platted because these lots were encompassed in land owned by Mr. Cottrell who lived at 4255 Creek Road. Until this land was acquired by the developer then they could proceed with Final Plat of the 4 lots.

In 2020, the City of Chaska purchased the most northerly portion of right-of-way for Savanna Way (collector road) in SW Chaska. As the road went through the home on the property (4255 Creek Road), the city purchased the entire 9.48 acre parcel of land (PID 300060300). The property consists of the road right of way, area for street ponding, creek, wooded steep slopes and developable land at the southeast corner of the property (along Boulder Lane). The developable land was then sold off to Traditions Development so that they can finish out the 4 lots planned along Boulder Lane.

## **EXISTING CONDITIONS**

The subject area being looked at tonight is comprised of approximately 2.8 acres and located in the northwest portion of the existing Harvest neighborhood.

## **CURRENT REQUEST**

The request this evening is for final plat for 4 new single-family lots in the Harvest/Club West neighborhood.

## **Layout**

The initial access to the property will be from Farm Hill Boulevard to the west from the adjacent collector road, Savanna Way. The layout of the local streets (Millstone Drive) would then continue throughout the development to access the 4 lots, which are located on Boulder Lane.

## **Transportation/ROW**

Boulder Lane is the road that the 4 lots will be serviced on. This road has already been constructed.

## **Setbacks**

The proposed setbacks are consistent with the 2<sup>nd</sup>-9<sup>th</sup> additions of Club West. Namely, the front yard setback should be no less than 23 feet, with the front porch being allowed to encroach into the setback up to 8 feet. This essentially renders the front yard setback for the porch to 15 feet. The rear yard setback should be 30 feet. The side yard setback of 10 feet for the house and 5 feet for the garage side work within the City's guidelines except for corner lots, which should have a side yard setback of 23 feet.

## **Utilities and Stormwater**

Utilities are available to service the site.

## **Development Costs (Infrastructure Improvements)**

The Heights of Chaska has a number of area-wide development cost such as but not limited to:

- Collector Roads
- Transportation
- Storm Sewer
- Parks

Prior to recording the final plat, the applicant will need to work with City staff to determine which of these are applicable and what those fees will be.

## **FINAL PLAT**

The request this evening involves final plat for 4 single-family lots. There is one outlot (Outlot A), which will be for the preservation of the bluff area in the rear of these lots and deeded to the City of Chaska.

## **PLANNING COMMISSION ACTION TAKEN 10/14/20:**

Motion to recommend to City Council approval of the final plat for Club West 10<sup>th</sup> Addition for 4 single-family lots, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
  - a. Club West 10<sup>th</sup> Addition Final Plat (pgs 1-2), submitted by Alliant Engineering

- b. Club West 10<sup>th</sup> Addition Area Exhibit, submitted by Alliant Engineering
- 2. Payment of all applicable development fees prior to recording the Final Plat.
- 3. Compliance with applicable zoning requirements, in particular Chapter 9 (General Requirements).
- 4. Compliance with Section 9.27 Anti Monotony and Design Requirements in Detached Single-Family Residential Developments.
- 5. Provision of a stormwater management plan meeting City and Carver County WMO standards.
- 6. Provision of an executed development agreement prior to recording Final Plat.
- 7. Provision of sidewalks on both side of all local streets.
- 8. Adherence to the City's Boulevard Tree Policy and local street section design.
- 9. Provision of a 60 feet Right of Way width for all local streets.
- 10. Adherence to the following building setbacks:
  - a. Front (house): 23 feet
  - b. Front (porch): 15 feet
  - c. Rear: 30 feet
  - d. Side (house/garage): 10 feet/5 feet
  - e. Side (corner): 23 feet

**CITY COUNCIL ACTION REQUESTED**

**Motion to adopt Resolution No. 2020-85 approving the Final Plat for Club West 10<sup>th</sup> Addition for 4 single-family lots (PC #2020-19).**

**CITY OF CHASKA  
CARVER COUNTY, MINNESOTA**

**RESOLUTION**

**DATE** 10/19/2020 **RESOLUTION NO.** 2020-85

**MOTION BY COUNCILMEMBER** \_\_\_\_\_ **SECOND BY COUNCILMEMBER** \_\_\_\_\_

---

**Resolution approving the Final Plat for Club West 10<sup>th</sup> Addition/Traditions  
Development/PC #2020-19**

---

WHEREAS, in September of 2016, the preliminary plat and rezoning for 80 lots (north half of concept plan) in phase II of Tradition's development was approved; and

WHEREAS, a small area (4 lots) on the northwest portion of the development along Boulder Lane was left un-platted because these lots were encompassed in land owned by Mr. Cottrell who lived at 4255 Creek Road; and

WHEREAS, until this land was acquired by the developer then they could proceed with Final Plat of the 4 lots; and

WHEREAS, in 2020, the City of Chaska purchased the most northerly portion of right-of-way for Savanna Way (collector road) in SW Chaska. As the road went through the home on the property (4255 Creek Road), the city purchased the entire 9.48 acre parcel of land (PID 300060300); and

WHEREAS, the property consists of the road right of way, area for street ponding, creek, wooded steep slopes and developable land at the southeast corner of the property (along Boulder Lane); and

WHEREAS, the developable land was then sold off to Traditions Development so that they can finish out the 4 lots planned along Boulder Lane; and

WHEREAS, the subject area being looked at tonight is comprised of approximately 2.8 acres and located in the northwest portion of the existing Harvest neighborhood; and

WHEREAS, the request this evening is for final plat for 4 new single-family lots in the Harvest/Club West neighborhood; and

WHEREAS, prior to recording the final plat, the applicant will need to work with City staff to determine which of these are applicable and what those fees will be; and

WHEREAS, the outlots are as follows:

- Outlot A: Preservation of Bluff Area to be owned by the City of Chaska

WHEREAS, on October 14, 2020 the Planning Commission recommended approval to the City Council of the Final Plat for Club West 10<sup>th</sup> (PC#2020-19); and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Chaska, Minnesota, hereby approves the Final Plat for Club West 10<sup>th</sup> (PC#2020-19), subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
  - a. Club West 10<sup>th</sup> Addition Final Plat (pgs 1-2), submitted by Alliant Engineering
  - b. Club West 10<sup>th</sup> Addition Area Exhibit, submitted by Alliant Engineering

2. Payment of all applicable development fees prior to recording the Final Plat.
3. Compliance with applicable zoning requirements, in particular Chapter 9 (General Requirements).
4. Compliance with Section 9.27 Anti Monotony and Design Requirements in Detached Single-Family Residential Developments.
5. Provision of a stormwater management plan meeting City and Carver County WMO standards.
6. Provision of an executed development agreement prior to recording Final Plat.
7. Provision of sidewalks on both side of all local streets.
8. Adherence to the City's Boulevard Tree Policy and local street section design.
9. Provision of a 60 feet Right of Way width for all local streets.
10. Adherence to the following building setbacks:
  - a. Front (house): 23 feet
  - b. Front (porch): 15 feet
  - c. Rear: 30 feet
  - d. Side (house/garage): 10 feet/5 feet
  - e. Side (corner): 23 feet

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 19<sup>th</sup> day of October, 2020.

---

Mark Windschitl, Mayor

Attest: \_\_\_\_\_  
Chaska Deputy Clerk







# CLUB WEST TENTH ADDITION

KNOW ALL PERSONS BY THESE PRESENTS: That Club West Partners, LLC, a Minnesota limited liability company, owner of the following described property:

That part of the Southeast Quarter of the Northeast Quarter of Section 6, Township 115, Range 23, Carver County, Minnesota, described as follows:

Commencing at the northwest corner of Outlot M, CLUB WEST FOURTH ADDITION, according to the recorded plat thereof said Carver County; thence North 89 degrees 38 minutes 58 seconds East, assumed bearing along the north line of said Outlot M and its easterly extension, a distance of 344.30 feet to the point of beginning; thence continuing North 89 degrees 38 minutes 58 seconds East along last described line, 591.94 feet to the west line of Outlot J, said CLUB WEST FOURTH ADDITION; thence North 00 degrees 43 minutes 15 seconds East, along said west line of Outlot J, CLUB WEST FOURTH ADDITION, a distance of 377.86 feet; thence South 84 degrees 00 minutes 28 seconds West 19.18 feet; thence South 79 degrees 47 minutes 11 seconds West 49.87 feet; thence North 79 degrees 40 minutes 25 seconds West 29.98 feet; thence North 81 degrees 44 minutes 44 seconds West 22.90 feet; thence South 05 degrees 03 minutes 56 seconds West 55.27 feet; thence South 02 degrees 44 minutes 01 seconds West 40.82 feet; thence South 38 degrees 10 minutes 09 seconds West 36.46 feet; thence South 31 degrees 49 minutes 41 seconds West 40.37 feet; thence South 33 degrees 18 minutes 20 seconds West 24.92 feet; thence South 56 degrees 59 minutes 19 seconds West 22.15 feet; thence South 52 degrees 25 minutes 01 seconds West 23.30 feet; thence North 61 degrees 36 minutes 51 seconds West 18.00 feet; thence South 57 degrees 10 minutes 04 seconds West 43.68 feet; thence South 12 degrees 12 minutes 40 seconds East 16.27 feet; thence South 66 degrees 45 minutes 55 seconds West 41.99 feet; thence South 65 degrees 00 minutes 38 seconds West 88.94 feet; thence South 82 degrees 18 minutes 10 seconds West 84.73 feet; thence North 82 degrees 01 minutes 38 seconds West 27.66 feet; thence North 88 degrees 00 minutes 18 seconds West 22.23 feet; thence South 24 degrees 23 minutes 14 seconds West 60.14 feet; thence South 70 degrees 27 minutes 23 seconds West 38.09 feet; thence South 41 degrees 37 minutes 36 seconds West 18.68 feet to the point of beginning.

AND

Outlot C, CLUB WEST SEVENTH ADDITION, filed as Doc. No. A666362, Carver County, Minnesota.

Has caused the same to be surveyed and platted as CLUB WEST TENTH ADDITION, and does hereby dedicate to the drainage and utility easements as created by this plat.

In witness whereof said Club West Partners, LLC, a Minnesota limited liability company has caused these presents to be signed by its proper officer this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signed: Club West Partners, LLC

\_\_\_\_\_  
Chief Manager

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me on \_\_\_\_\_ by \_\_\_\_\_, Chief Manager of Club West Partners, LLC, a Minnesota limited liability company, on behalf of the company.

\_\_\_\_\_  
  
\_\_\_\_\_  
(printed name)

Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission Expires \_\_\_\_\_

## SURVEYOR'S CERTIFICATE

I Peter Goers do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
Peter Goers, Licensed Land Surveyor  
Minnesota License No. 44110

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me on \_\_\_\_\_ by Peter Goers, a Licensed Land Surveyor.

\_\_\_\_\_  
  
\_\_\_\_\_  
(PRINT)  
Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission Expires \_\_\_\_\_

## CHASKA, MINNESOTA

This plat of CLUB WEST TENTH ADDITION was approved and accepted by the City Council of the City of Chaska, Minnesota at a regular meeting thereof held this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Chaska, Minnesota

By: \_\_\_\_\_  
Mayor Clerk

## COUNTY SURVEYOR, CARVER COUNTY, MINNESOTA

Pursuant to Chapter 395, Minnesota Laws of 1971, this plat has been approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Brian Praske, County Surveyor

By: \_\_\_\_\_

## PROPERTY AND FINANCIAL SERVICES DIVISION, CARVER COUNTY, MINNESOTA

I hereby certify that taxes payable in \_\_\_\_\_ and prior years have been paid for land described on this plat. Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

David Frischmon, Property and Financial Services Director

By: \_\_\_\_\_

## COUNTY RECORDER, CARVER COUNTY, MINNESOTA

I hereby certify that this plat of CLUB WEST TENTH ADDITION was filed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_ o'clock \_\_\_\_M. as Document Number \_\_\_\_\_.

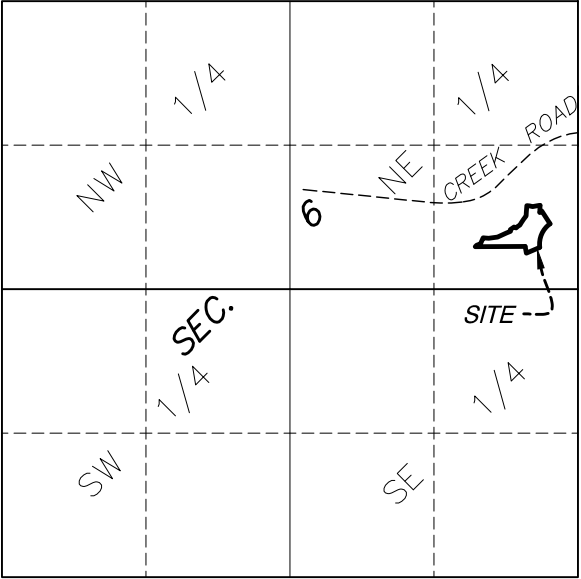
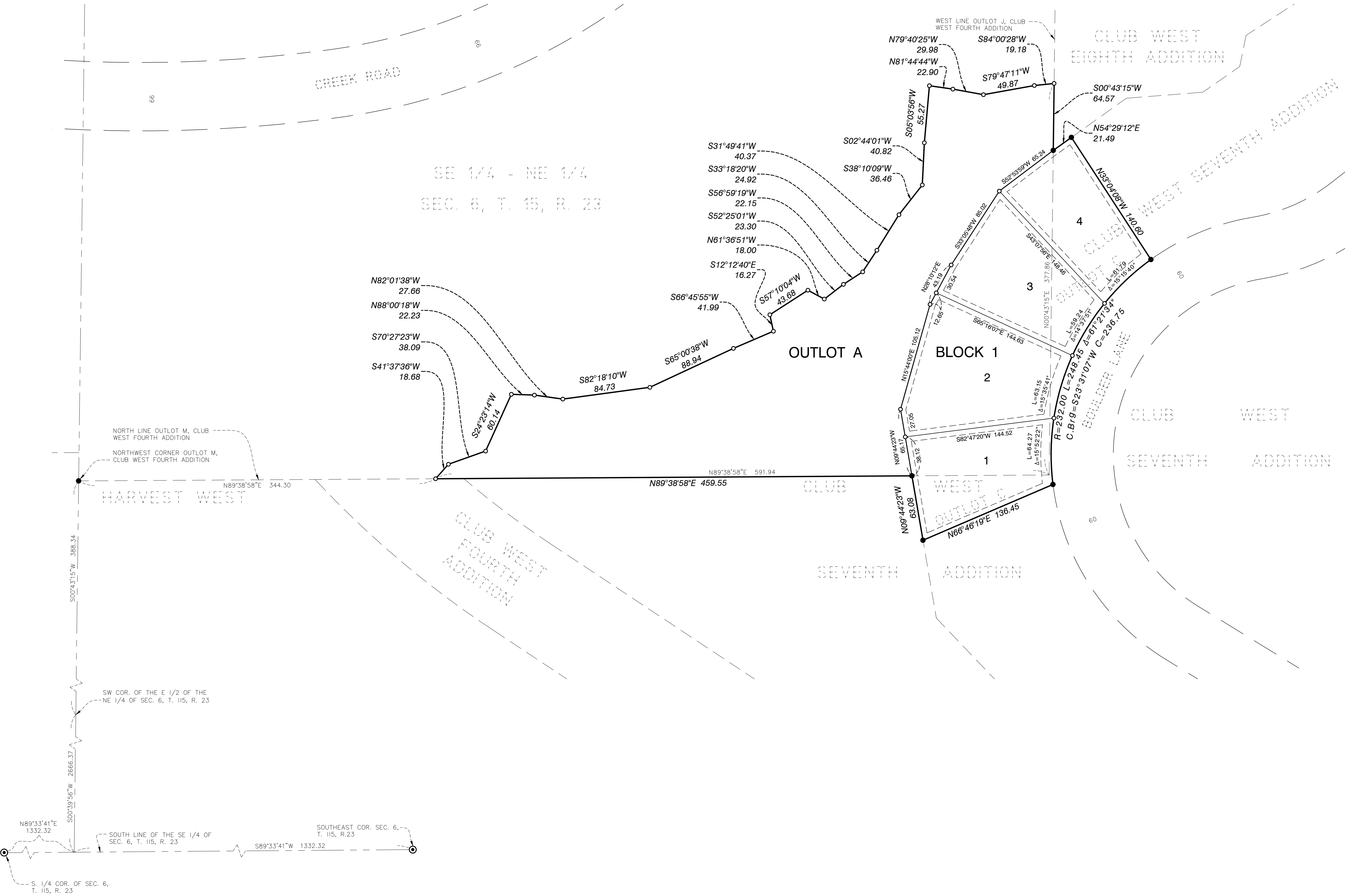
Kaaren Lewis, County Recorder

By: \_\_\_\_\_



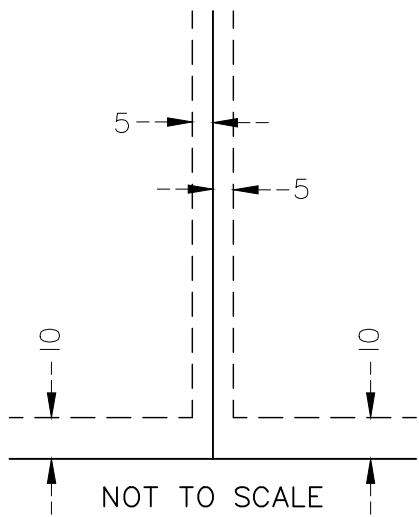


# CLUB WEST TENTH ADDITION



VICINITY MAP  
SECTION 6, T115N, R23W  
NOT TO SCALE

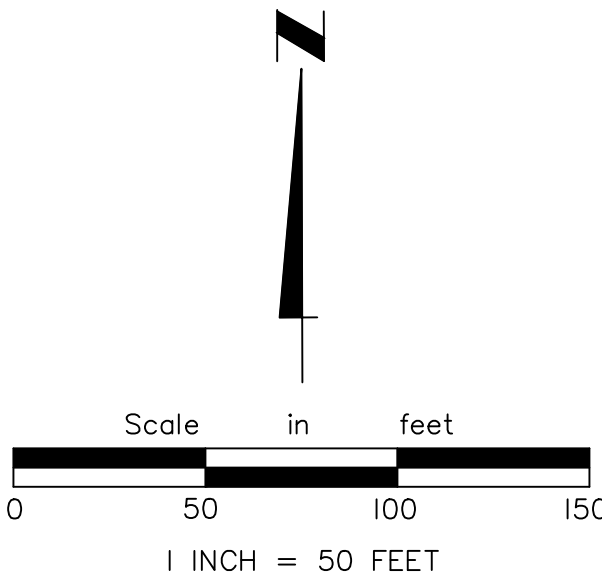
DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



Being 5 feet in width and adjoining lot lines  
and 10 feet in width and adjoining street lines  
as shown on this plat, unless otherwise shown.

THE NORTH LINE OF OUTLOT M, CLUB WEST FOURTH ADDITION,  
CARVER COUNTY, MINNESOTA HAS A CARVER COUNTY  
BEARING OF N89°38'58"E (NAD 83, 1986).

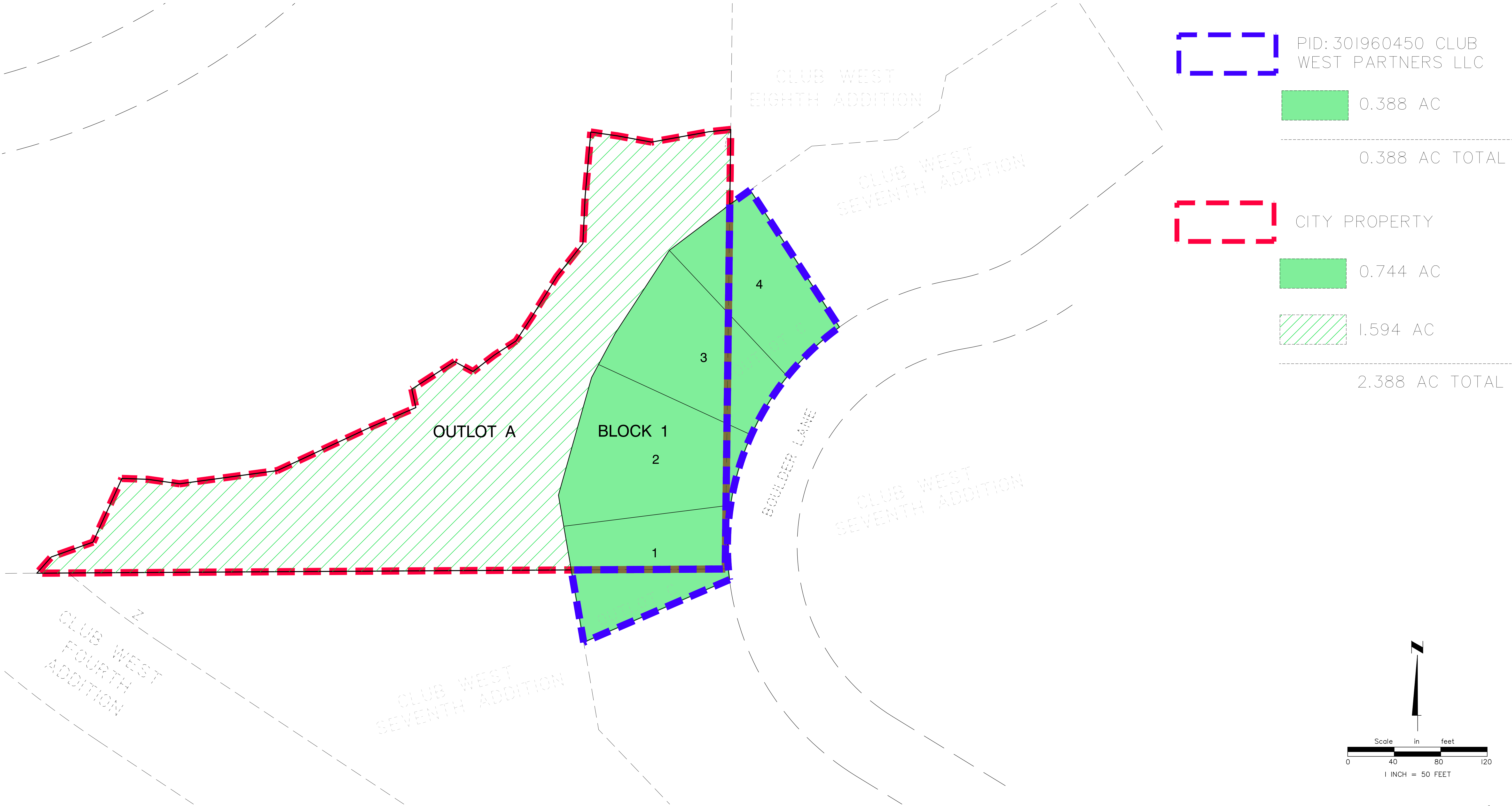
- Denotes 1/2 inch x 18 inch iron monument found marked by license no. 18425 unless otherwise shown
- Denotes 1/2 inch x 18 inch iron monument set marked by license no. 44110 unless otherwise shown
- ⊙ Denotes Carver County Cast Iron Monument found



ALLIANT  
ENGINEERING



# CLUB WEST TENTH ADDITION AREA EXHIBIT



# **REQUEST FOR ACTION CHASKA CITY COUNCIL 10/19/2020**

**Subject:** Lake Grace Trail Connection to Highway 41 Underpass

Prepared By: Mary Monteith, Assistant to the Parks & Recreation Director

**Background:**

In 2018, improvements to Highway 41 included an underpass that was south of Pioneer Trail. The intent of the underpass was to connect to the Lake Grace trail system along the east side of the lake and provide a safe pathway for residents in that area to get across 41 rather than crossing the busy intersection at Hwy 41 and Pioneer Trail.

City staff have had several discussions with the homeowners who live along the existing Lake Grace trail and held a neighborhood meeting on October 8<sup>th</sup> with approximately 32 residents in attendance, including 3 park board members. Resident feedback was positive overall. The residents who live along the trail expressed that they would prefer there not be any fencing installed between the trail and lake. It was mentioned that staff would only install fencing where needed for safety reasons (steep slope to the lake) and would check with the League of MN Cities for guidance.

To minimize expenses, the City will act as the general contractor for this project. Staff will solicit bids for the major improvements needed while also performing some of the work. Staff estimate this project will cost \$500,000 and include:

- Removal of trees and buckthorn (one existing tree will require a crane to remove)
- Removal of 2 wooden retaining walls
- Installation of a bridge
- Repair and overlay existing trail
- Installation of fencing as needed

The Park Board at their October 12th meeting passed a motion recommending City Council authorize staff to move forward on this project and solicit bids for the improvements needed to connect the Lake Grace trail to the Hwy 41 underpass.

**CITY COUNCIL ACTION REQUESTED**

Approve the Park Board's recommendation authorizing staff to move forward on this project and solicit bids for the improvements needed to connect the Lake Grace trail to the Hwy 41 underpass.

# **REQUEST FOR ACTION CHASKA CITY COUNCIL October 19, 2020**

**Subject: Public Assessment Hearing: Adopt Resolution Approving the Imposition of Service Charges for the 2021 Chaska Downtown Special Services District**

Prepared By: Nate Kabat

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## **Background**

In 2014, the City Council approved the establishment of the Chaska Downtown Special Services District (SSD) with a professional services agreement with the Chaska Downtown Business Alliance (CDBA) to manage the district for five years. An SSD allows property owners in a commercial district to collectively assess themselves each year to create a pool of funds. All the funds are directed back to the district in the form of enhanced services and/or special amenities. These enhanced services and special amenities are over and above what the City ordinarily provides. Only commercial properties or the commercial portion of a property in the case of a mixed-use property, within the district are assessed service charges.

Each year the City Council must approve a budget and assessment of fees via Public Hearing per Minnesota Statute 428A. Commercial property owners are given the opportunity to file an objection. At its September 14, 2020 meeting, Council called for a public hearing to be held for this purpose on October 19, 2020.

## **Request**

The Chaska Downtown SSD is requesting the City Council to approve its proposed operating plan/budget and approve an imposition of service charges resolution to pay for the services referred to in the budget.

## **Analysis**

*Operating Budget:* The CDBA is the lead entity responsible for implementing the various services and activities and in turn has retained various professional event organizers, consultants, contractors, and a part-time staff person to assist with implementing the various services. They have met on several occasions within the past few months and have developed the draft operating budget for 2021 provided in Exhibit A attached to the resolution of this agenda item.

The consensus of the Chaska Downtown SSD is that the draft budget will address the most critical needs under their purview. Members of the Chaska Downtown SSD board will attend the meeting to review 2020 accomplishments and highlight 2021 goals.

*Imposition of Service Charges:* Based on the combined total estimated market value of all commercial properties within the District under consideration (see Exhibit B on the resolution) and an operating budget of \$58,100, 0% change compared to 2020, the service charge rate would be \$1.03 per \$1,000 in estimated market value per year, a 1% decrease. For example, a commercial building with an estimated market value of \$483,200, which is the median value amount in downtown, would pay a service charge of approximately \$500 per year.

Notably, the SSD is not proposing an increase in operating budget compared to the previous year.

Table 1 provides the approved service charge and operating budget for the past budget cycles, and the request for the 2021 budget.

| Budget Year      | Service Charge     | Operating Budget |
|------------------|--------------------|------------------|
| 2015             | \$0.79 per \$1,000 | \$44,000         |
| 2016             | \$0.90 per \$1,000 | \$46,525         |
| 2017             | \$1.12 per \$1,000 | \$60,100         |
| 2018             | \$1.21 per \$1,000 | \$60,100         |
| 2019             | \$1.09 per \$1,000 | \$60,100         |
| 2020             | \$1.04 per \$1,000 | \$58,100         |
| 2021 - Requested | \$1.03 per \$1,000 | \$58,100         |

### **Recommendation**

The CDBA has demonstrated success in managing the SSD over the past budget years, including the Chaska Downtown website, hiring a part time administrator, involvement in The 19th Hole Community Celebration and the 18 Holes of Chaska for the Ryder Cup, facilitating communication for the 2nd Street improvements in 2017, leading the 2nd Street Block Party which has now grown into Oktoberfest in collaboration with Guardian Angels Fall Festival and Schram Brewery, leading the annual Hometown Holiday event the first weekend of December, creating the art tables and Adirondack chairs throughout downtown, and offering ongoing marketing and business strategy trainings to businesses in the district. The 2021 operating plan will allow the CDBA to continue leveraging resources through the SSD to promote and revitalize downtown. Given the support the CDBA has received for its initiatives, staff recommends adoption of the attached resolution.

### **CITY COUNCIL ACTION REQUESTED**

**Motion to Adopt Resolution 2020-83 Imposing Service Charges and Setting the 2021 Operating Budget and Plan for the Chaska Downtown Special Service District.**

**CITY OF CHASKA  
CARVER COUNTY, MINNESOTA**

**RESOLUTION**

**DATE** 10/19/2020 **RESOLUTION NO.** 2020-83

**MOTION BY COUNCILMEMBER** \_\_\_\_\_ **SECOND BY COUNCILMEMBER** \_\_\_\_\_

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**A RESOLUTION APPROVING THE SPECIAL SERVICES AND SERVICE CHARGES FOR  
2021 WITH THE CHASKA DOWNTOWN BUSINESS ALLIANCE TO SERVE AS DISTRICT  
MANAGEMENT ENTITY FOR THE CHASKA DOWNTOWN SPECIAL SERVICE DISTRICT**

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**WHEREAS**, a public hearing was held on October 19, 2020, in accordance with Minnesota Statutes, Chapter 428A, Sections 428A.01 through 428A.10 and City of Chaska Code of Ordinance 891, to consider the proposed special services, the proposed service charges and the proposed lists of service charges as on file in the office of the City Clerk and to consider all written and oral objections and statements regarding this matter;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Chaska:  
That the Chaska Downtown Business Alliance, per the terms of the Professional Services Agreement, serve as the district management entity for the Chaska Downtown Special Service District hereby are approved; and

**BE IT FURTHER RESOLVED** that the proposed special services and the proposed cost estimate in the total amount of \$58,100 for 2021, be and hereby are approved for the Chaska Downtown Special Service District; and

**BE IT FURTHER RESOLVED** that the proposed service charges in Exhibit A, attached hereto and made a part hereof, and the proposed list of service charges (special assessments) for 2021 budget, Exhibit B, attached hereto and made a part hereof, in the total amount of \$58,100 as provided for in the City of Chaska Code of Ordinance No. 891 as prepared by the City Clerk and on file in the office of the City Clerk be and hereby are approved for the Chaska Downtown Special Service District; and

**BE IT FURTHER RESOLVED** that the service charges shall be collected with the 2021 real estate tax statements in the same manner as special assessments without interest charges and that the City Clerk is hereby directed to transmit certified copies of said lists of service charges to the Carver County Property Records and Taxpayer Services Division.



Passed and adopted by the City Council of the City of Chaska, Minnesota, this 19th day of October 2021.

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Mark Windschitl, Mayor

Attest: \_\_\_\_\_  
Chaska Deputy Clerk



# CHASKA DOWNTOWN SPECIAL SERVICE DISTRICT

SEPTEMBER 2020

## PROPOSED 2021 OPERATING PLAN AND BUDGET

### INTRODUCTION

We are pleased to present downtown business and property owners with this overview of the proposed Chaska Downtown Special Service District services for 2020. Established in 2014 and launched in 2015, the Chaska Downtown Special Service District is a public-private partnership with the City of Chaska in which commercial property owners and businesses owners elect to make a collective contribution to the promotion, development and maintenance of their commercial district.



In a Special Service District, a small additional service charge is imposed on commercial properties each year on their property tax statements. These funds are pooled by the City and redirected to our local business association, the Chaska Downtown Business Alliance, to fund a variety of services and activities aimed directly at attracting more customers and fostering economic growth for area businesses. These services and activities are over and above what the city ordinarily provides.



## MISSION

The mission of the Chaska Downtown Special Service District is to assist in creating and promoting a downtown business district which reflects and preserves our small-town atmosphere, unique character and values. The District's priorities include:

- > Marketing and promoting local businesses via online and offline marketing strategies along with creating content that allows the community to engage with the businesses.
- > Producing and promoting local events that attract customers to the downtown area;
- > Creating more opportunities for businesses and property owners to communicate with one another as well as stay abreast of what's happening in the downtown area; and
- > Creating and maintaining a thriving downtown business district by supporting various programs that impact both businesses and the overall community.

## GOVERNANCE AND IMPLEMENTATION OF SERVICES

The Chaska Downtown Special Service District is guided by the Chaska Downtown Business Alliance (CDBA). The CDBA is a tax-exempt 501c(6) Minnesota nonprofit corporation and is led by an eight-member, all-volunteer, Board of Directors whose members include:

- > Krista Flemming, The Chaska Mill & Granary and Commercial Property Owner
- > Rick Ford, Community Insurance Advisors and Commercial Property Owner
- > Dan Keyport, Dolce Vita Wine and Commercial Property Owner
- > Steve Ritz, Fitness First
- > Lynn Laumann, Laumann Photography
- > Carrie Thompson, Sugar Creek Chiropractic and Commercial Property Owner
- > Melissa Carlson, Charter Bank

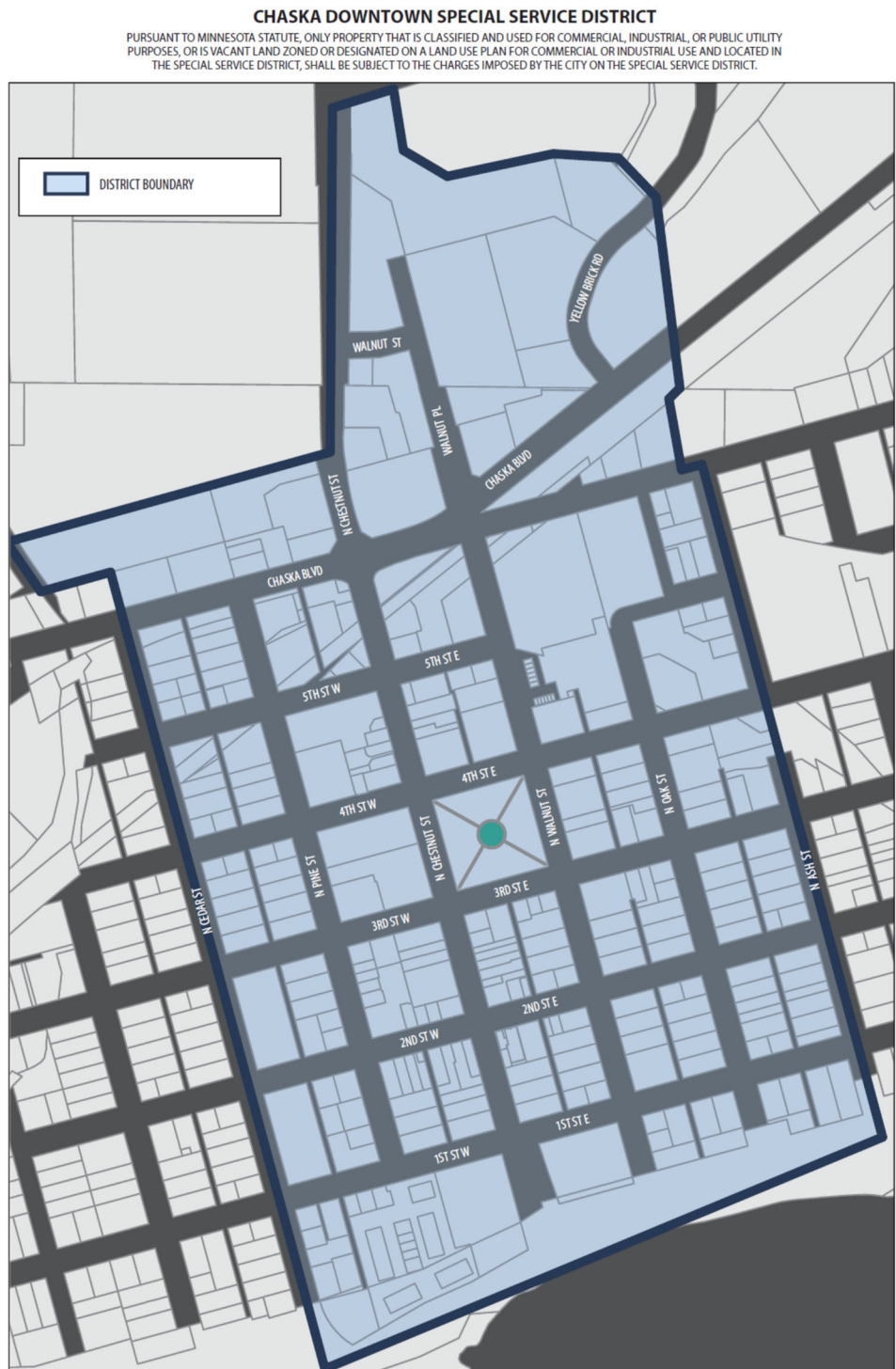
The CDBA, with oversight from the City, will continue to be the lead entity responsible for implementing the various services and activities proposed as part of the Special Service District. The CDBA will in turn retain various professional event organizers, consultants, contractors, and possibly a part-time staff person to assist with implementing the various proposed services.

## DISTRICT MAP AND PROPOSED SERVICE CHARGE METHODOLOGY

The District map is unchanged from 2020.

The method for prorating service charges will remain unchanged from 2020. Because the types of services and activities being proposed will benefit all types of businesses and commercial property owners in the downtown area, using a commercial property's total estimated market value (as determined by the county assessor) as the basis to determine its prorated fair share of the costs is again being proposed.

The City has completed an analysis of every commercial property within the downtown area and has developed proposed service charge calculations for each property. Based on the combined total estimated market value of all commercial properties within the District and a total service charge amount of \$58,100, the service charge calculates to \$1.03 per \$1,000 in estimated market value for 2021. For example, a commercial building with an estimated market value of \$483,200 would pay a service charge of approximately \$500 per year. The service charge will be included as part of the "Special Assessments" line item on the normal property tax statements for each commercial property.



## 2021 BUDGET PRIORITIES

The CDBA Board of Directors is recommending the following services and activities focused on the core needs of downtown businesses for 2021. Should there be a surplus balance from the 2020 service charges, the CDBA will propose an amendment to this operating plan to incorporate those funds.

### SOURCES (PROPOSED REVENUE)

|                                                                                    |                |
|------------------------------------------------------------------------------------|----------------|
| 1. SSD Service Charges ( <i>service charges imposed on commercial properties</i> ) | \$58,100       |
|                                                                                    | <hr/> \$58,100 |

### USES (PROPOSED EXPENDITURES)

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 1. Marketing and Promotions of Businesses<br><i>Working to increase the reach of both our web and social platforms to continue to engage and educate the community on businesses, events and key information related to visiting downtown. Continue to add valuable content and functionality to the website and to drive branded and relevant content to both web and social platforms. Includes partnering with the City and SWMC to support and share relevant content.</i> | \$15,000       |
| 2. Promotional Events<br><i>Organizing and supporting local events that draw customers to downtown and drive traffic into businesses by expanding and enhancing several existing events and creating new events that foster social distancing if needed. Includes developing and providing continuing education for business growth.</i>                                                                                                                                       | \$15,000       |
| 3. District Operations and Communications<br><i>Create opportunities for businesses and property owners to communicate with one another by producing and distributing periodic newsletters and e-updates along with hosting quarterly social/networking hours that include communicating critical growth information and city updates along with supporting a Neighborhood Business Watch program.</i>                                                                         | \$2,550        |
| 4. Administration<br><i>Improving the capacity of the business community to respond to issues affecting all business and property owners as well as proactively pursue new opportunities by providing resources for routine administrative expenses; legal, accounting and other professional fees; insurance; etc. Including the support of the process to administer the SSD Service Charge.</i>                                                                             | \$6,550        |
| 5. Business Recruitment and Retention<br><i>Partnering with the City of Chaska with dedicated spending aimed at new initiatives geared at business recruitment and retention coming from the strategic planning session. Support for the Sign Grant Project along with continued support for any special projects that help to move us forward and continue to evolve with the changing needs of the downtown businesses.</i>                                                  | \$19,000       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <hr/> \$58,100 |

## MORE INFORMATION

For more information, please contact:

Chaska Downtown Business Alliance  
Dan Keyport  
Dolce Vita Wine Shop  
dan@dolcevitawine.net

DCSSD Administrator  
Jen Angell  
(612) 804-5531  
jenannangell@gmail.com

**EXHIBIT B**  
**CHASKA DOWNTOWN SPECIAL SERVICE DISTRICT**  
**IMPOSITION OF SERVICE CHARGES**

| <b>Special Assessment Terms</b> |                         |                                      |              |
|---------------------------------|-------------------------|--------------------------------------|--------------|
| S/A Code:                       | 302103/302103C/302103E  | Improvement Fees:                    | \$ 58,100.02 |
| Adoption Date:                  | 10/19/2020              | Additional Fees:                     | N/A          |
| Term:                           | One (1) Year            | Special Assessment Base              | \$ 58,100.02 |
| Year Payable                    | 2021                    | Add 1.5% SA Administrative Fee:      | N/A          |
| Interest Rate:                  | 0.00%                   | Total Assessment Amount:             | \$ 58,100.02 |
| <b>PID</b>                      | <b>PROPERTY ADDRESS</b> | <b>Owner</b>                         | <b>Fee</b>   |
| 30.0500010                      | 3115 CHASKA BLVD        | KEYPORT PROPERTIES LLC               | \$ 330.70    |
| 30.0500490                      | 102 5TH ST W            | HOLASEK FARMS LP                     | 429.31       |
| 30.0500500                      | 505 CHESTNUT ST N       | THOMAS MARTINSON                     | 80.40        |
| 30.0500510                      | 500 PINE ST             | CHASKA MILL PROPERTIES LLC           | 763.01       |
| 30.0501130                      | 400 CHESTNUT ST N       | WELLS FARGO BANK MN NA               | 1,271.27     |
| 30.0501140                      | NOT ADDRESSED           | WELLS FARGO BANK MN NA               | 46.87        |
| 30.0501160                      | NOT ADDRESSED           | WELLS FARGO BANK MN NA               | 64.46        |
| 30.0501170                      | 416 CHESTNUT ST N       | KD PROPERTIES CHASKA LLC             | 94.47        |
| 30.0501190                      | 424 CHESTNUT ST N       | ZEBU VENTURES 424 LLC                | 263.55       |
| 30.0501200                      | 112 5TH ST E            | DANIEL J HRON                        | 584.52       |
| 30.0501231                      | 415 CHESTNUT ST N       | BBR ENTERPRISES LLC                  | 152.11       |
| 30.0501250                      | 413 CHESTNUT ST N       | CALVIN & SHARON A HAASKEN            | 315.08       |
| 30.0501300                      | 102 4TH ST W            | AMERICAN LEGION CHASKA POST 57       | 683.13       |
| 30.0501720                      | 200 3RD ST W            | M A HENDRICKSON PROPERTIES LLC       | 659.95       |
| 30.0501800                      | 115 4TH ST W            | WILLIAM S & DANIELLE J MODELL        | 1,503.99     |
| 30.0501830                      | 301 CHESTNUT ST N       | KLEINBANK                            | 2,864.66     |
| 30.0501840                      | 300 PINE ST N           | POSTAL BUILDING & LEASING CO         | 579.55       |
| 30.0501950                      | 320 WALNUT ST N         | CITY SQUARE LLC                      | 740.35       |
| 30.0502700                      | 122 3RD ST E            | RONALD L FIEBELKORN                  | 236.75       |
| 30.0502710                      | 114 3RD ST E            | NORMAN & KAROLINE L MONROE           | 84.95        |
| 30.0502730                      | 108 3RD ST E            | CENTER CUT PROPERTIES LLC            | 253.92       |
| 30.0502780                      | 115 2ND ST E            | ROY R & TARI L CLAY                  | 314.97       |
| 30.0502800                      | 107 2ND ST E            | PT PROPERTIES CHASKA INC             | 128.20       |
| 30.0502820                      | 200 CHESTNUT ST N       | GESTACH PAULSON PROPERTIES LLC       | 369.40       |
| 30.0502830                      | 206 CHESTNUT ST N       | TODD REALTY LLC                      | 113.41       |
| 30.0502840                      | 208 CHESTNUT ST N       | WESTERHOLM PROPERTIES LLC            | 226.61       |
| 30.0502850                      | 210 CHESTNUT ST N       | GM DAVIS PROPERTIES LLC              | 198.15       |
| 30.0502890                      | 214 CHESTNUT ST N       | M ELIZABETH SALON LLC                | 121.06       |
| 30.0502900                      | 218 CHESTNUT ST         | JOHN M & MARY H SIEGFRIED            | 176.42       |
| 30.0502910                      | 222 CHESTNUT ST N       | CHASKA RETAIL LLC                    | 227.64       |
| 30.0502911                      | NOT ADDRESSED           | JAMS PROPERTIES LLC                  | 114.96       |
| 30.0503000                      | 104 2ND ST W            | JAMES L & MARY MAYERLE               | 207.88       |
| 30.0503010                      | 110 2ND ST W            | COMMUNITY ASSET FOUNDATION           | 162.14       |
| 30.0503021                      | 114 2ND ST W            | DCT PROPERTIES LLC                   | 177.35       |
| 30.0503060                      | 123 3RD ST W            | MADSEN HOLDINGS LLC                  | 282.07       |
| 30.0503061                      | 218 PINE ST N           | ON OCCASION LLC                      | 320.25       |
| 30.0503070                      | 115 3RD ST W            | CHESTNUT PONY LLC                    | 499.98       |
| 30.0503450                      | 107 2ND ST W            | TIMOTHY F & ANN V MCGLENNEN          | 140.83       |
| 30.0503470                      | 101 2ND ST W            | MELISSA R CRUZ                       | 198.98       |
| 30.0503490                      | 103 2ND ST W            | MOSELLE HOLDINGS LLC                 | 135.03       |
| 30.0503510                      | 105 2ND ST W            | A-OK PROPERTIES LLC                  | 134.52       |
| 30.0503590                      | 123 2ND ST W            | RANDOLPH J & LISA MARIE KUBES        | 153.24       |
| 30.0503630                      | 117 2ND ST W            | TONIA R VANORDEN REVOCABLE TRUST     | 172.70       |
| 30.0503650                      | 113 2ND ST W            | LARRY D ATNEOSEN                     | 78.12        |
| 30.0503660                      | 114 2ND ST E            | DAVID L & KIMBERLY M SUDDUTH         | 103.89       |
| 30.0503670                      | 112 2ND ST E            | TRUST AGREEMENT OF RODNEY W RIESGRAF | 68.40        |
| 30.0503680                      | 116 2ND ST E            | PRINCIPLE HOMES REALTY INC           | 108.03       |



| PID                                     | PROPERTY ADDRESS    | Owner                                    | Fee                 |
|-----------------------------------------|---------------------|------------------------------------------|---------------------|
| 30.0503760                              | 116 2ND ST E        | FPA RIVER GABLES ASSOCIATES LLC          | 624.88              |
| 30.0503800                              | 112 CHESTNUT ST N   | DOWNTOWN CHASKA RENTALS LLC              | 363.30              |
| 30.0720010                              | 110 2ND ST E        | KEVIN NORBY CHASKA LLC                   | 179.53              |
| 30.0720020                              | 100 2ND ST E        | CD GEMINI PROPERTIES LLC                 | 596.63              |
| 30.0720030                              | 102 2ND ST E        | KEVIN NORBY CHASKA LLC                   | 222.47              |
| 30.1210010                              | 100 2ND ST E        | ASKE PROPERTIES LLC                      | 451.35              |
| 30.1210020                              | 500 CHESTNUT ST N   | HANSONMN LLC                             | 852.72              |
| 30.1210030                              | 510 CHESTNUT ST N   | HANSONMN LLC                             | 130.69              |
| 30.1720010                              | NOT ADDRESSED       | ADYME LLC                                | 6.73                |
| 30.1720011                              | NOT ADDRESSED       | ADYME LLC                                | 13.56               |
| 30.1720022                              | NOT ADDRESSED       | 317 PROPERTIES LLC                       | 143.93              |
| 30.1720030                              | 516 PINE ST N       | ADYME LLC                                | 806.99              |
| 30.1720040                              | 3235 CHASKA BLVD    | ADYME LLC                                | 290.35              |
| 30.1720050                              | 501 CHESTNUT ST N   | ADYME LLC                                | 184.29              |
| 30.2910010                              | NOT ADDRESSED       | CHASKA GROWTH HOLDINGS LLC               | 2,040.60            |
| 30.5460020                              | 710 CHESTNUT ST N   | SHIV LLC                                 | 362.57              |
| 30.5490010                              | 750 CHESTNUT ST N   | N & S PROPERTIES LLC                     | 444.11              |
| 30.5550010                              | 407 CHESTNUT ST N   | CHASKA LODGING MGMT LLC, ASCENT EQUITY L | 2,087.89            |
| 30.6430010                              | 411 CHESTNUT ST N   | C H & C P KLEIN                          | 1,106.44            |
| 30.6430030                              | 1 RIVER BEND PL     | 805 YELLOW BRICK RD LLC                  | 794.16              |
| 30.6440010                              | 710 WALNUT ST N     | CHUNG H WONG                             | 427.24              |
| 30.6440020                              | 805 YELLOW BRICK RD | BRICKYARD CENTER ASSOC II                | 1,292.59            |
| 30.6460030                              | 798 YELLOW BRICK RD | PASUB CORPORATION                        | 542.20              |
| 30.6480020                              | 818 YELLOW BRICK RD | PEPIN/SUMMIT PARTNERSHIP                 | 468.73              |
| 30.6540010                              | 830 YELLOW BRICK RD | SUNSHINE GROVE ENTERPRISE INC            | 2,376.47            |
| 30.6560010                              | 800 WALNUT PL       | CARVER COUNTY CDA                        | 384.61              |
| 30.6580010                              | 3110 CHASKA BLVD    | BUR OAK PROPERTIES LLC                   | 1,754.49            |
| 30.6580040                              | 705 WALNUT ST N     | ROCK HOLDINGS LLC                        | 264.17              |
| 30.6890010                              | 706 WALNUT ST N     | KLEIN FINANCIAL INC                      | 880.14              |
| 30.6890030                              | 3050 CHASKA BLVD    | WAGNER-HOVDE HOLDING CO                  | 286.00              |
| 30.6890040                              | 105 3RD ST W        | CHESTNUT BUILDING LLC                    | 1,509.68            |
| 30.6890050                              | 211 CHESTNUT ST N   | CHESTNUT BUILDING LLC                    | 465.11              |
| <b>TOTAL CERTIFIED TO CARVER COUNTY</b> |                     |                                          | <b>\$ 39,291.85</b> |

## City/EDA Properties not certified to Carver County

|                                   |                   |                                       |                     |
|-----------------------------------|-------------------|---------------------------------------|---------------------|
| 30.0500020                        | NOT ADDRESSED     | CHASKA CITY                           | \$ 51.84            |
| 30.0500030                        | NOT ADDRESSED     | CHASKA CITY                           | 17.90               |
| 30.0500660                        | NOT ADDRESSED     | CHASKA ECONOMIC DEV AUTH              | 31.87               |
| 30.0501251                        | 1 CITY HALL PLAZA | CHASKA ECONOMIC DEV AUTH              | 179.32              |
| 30.0501252                        | NOT ADDRESSED     | CHASKA ECONOMIC DEV AUTH              | 3,398.17            |
| 30.0501290                        | 112 4TH ST W      | CHASKA CITY                           | 198.26              |
| 30.0501850                        | 300 CHESTNUT ST N | CHASKA CITY                           | 8,146.06            |
| 30.0501940                        | 314 WALNUT ST N   | CHASKA ECONOMIC DEV AUTH              | 613.91              |
| 30.0502760                        | 207 WALNUT ST N   | CHASKA ECONOMIC DEV AUTH              | 51.63               |
| 30.0503020                        | NOT ADDRESSED     | CHASKA CITY                           | 300.18              |
| 30.0506000                        | NOT ADDRESSED     | CHASKA CITY                           | 5.28                |
| 30.1890010                        | NOT ADDRESSED     | CHASKA ECONOMIC DEV AUTH              | 33.11               |
| 30.1890011                        | 3210 CHASKA BLVD  | CHASKA ECONOMIC DEV AUTH              | 5,271.76            |
| 30.5460030                        | NOT ADDRESSED     | CHASKA CITY                           | 62.08               |
| 30.5550050                        | NOT ADDRESSED     | CHASKA ECONOMIC DEV AUTH              | 29.49               |
| 30.5550070                        | NOT ADDRESSED     | CHASKA ECONOMIC DEV AUTH              | 37.25               |
| 30.6580020                        | NOT ADDRESSED     | CHASKA ECONOMIC DEV AUTH              | 107.20              |
| 30.6580030                        | NOT ADDRESSED     | CHASKA ECONOMIC DEV AUTH              | 228.06              |
| 30.6890020                        | 219 CHESTNUT ST N | CHASKA ECONOMIC DEVELOPMENT AUTHORITY | 44.80               |
| <b>TOTAL ASSESSED TO CITY/EDA</b> |                   |                                       | <b>\$ 18,808.17</b> |
| <b>GRAND TOTAL ASSESSED</b>       |                   |                                       | <b>\$ 58,100.02</b> |

## CLAIMS ROSTER REPORT

**FOR COUNCIL MEETING:**

**October 19, 2020**

Paid and Unpaid Invoices:

Check #'s 335193-335397

**\$2,459,842.91**

Paid Electronic Invoices:

Wire #'s 2514-2525

**\$488,356.34**

**Amount for Approval-Council Meeting:**

**October 19, 2020**

**\$2,948,199.25**





Checks



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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       |
|-----------------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| 100006 SCOTT A HUTNICK                        |      |            |           |         |             |            |      |     |                           |
| 82804                                         |      | 09/30/2020 | 102020    | 335213  | 450.00      | 10/31/2020 | INV  | PD  | Animal Control-Sep        |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |
| 103825 ACUSHNET COMPANY                       |      |            |           |         |             |            |      |     |                           |
| 909628003                                     |      | 09/28/2020 | 102020    | 335214  | 65.04       | 11/27/2020 | INV  | PD  | RESALE                    |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |
| 909634995                                     |      | 09/29/2020 | 102020    | 335214  | 42.17       | 11/28/2020 | INV  | PD  | RESALE                    |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |
| 909643635                                     |      | 09/30/2020 | 102020    | 335214  | 215.23      | 10/30/2020 | INV  | PD  | RESALE                    |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |
| 909643773                                     |      | 09/30/2020 | 102020    | 335214  | 85.77       | 10/30/2020 | INV  | PD  | RESALE                    |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |
| 909644147                                     |      | 09/30/2020 | 102020    | 335214  | 567.15      | 11/29/2020 | INV  | PD  | RESALE                    |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |
| 909654761                                     |      | 10/02/2020 | 102020    | 335214  | 183.95      | 11/01/2020 | INV  | PD  | RESALE                    |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |
|                                               |      |            |           |         | 1,159.31    |            |      |     |                           |
| 100036 ADAM'S PEST CONTROL INC                |      |            |           |         |             |            |      |     |                           |
| 3186434                                       |      | 09/25/2020 | 102020    | 335215  | 15.00       | 10/25/2020 | INV  | PD  | OAK 19 BIO-DRAIN SERVICE  |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |
| 3188680                                       |      | 09/25/2020 | 102020    | 335215  | 57.98       | 10/25/2020 | INV  | PD  | OAK 19 BUG LIGHT RENTAL   |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |
|                                               |      |            |           |         | 72.98       |            |      |     |                           |
| 108949 ADVANTAGE COLLECTION PROFESSIONALS LLC |      |            |           |         |             |            |      |     |                           |
| 5519 100120                                   |      | 10/01/2020 | 102020    | 335216  | 30.02       | 10/31/2020 | INV  | PD  | Sep Collection Commission |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |
| 100049 AIR COMPRESSORS PLUS                   |      |            |           |         |             |            |      |     |                           |
| 200557                                        |      | 08/26/2020 | 102020    | 335217  | 589.00      | 10/26/2020 | INV  | PD  | AIR COMPRESSOR MAINTENANC |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |
| 109194 TODD ANDERSON                          |      |            |           |         |             |            |      |     |                           |
| 2121                                          |      | 10/05/2020 | 102020    | 335218  | 200.00      | 10/21/2020 | INV  | PD  | Lodge Entertainment-Elvis |
| CHECK DATE: 10/20/2020                        |      |            |           |         |             |            |      |     |                           |



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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        |
|-------------------------------------------|------|------------|-----------|---------|----------------------|------|-----|----------------------------|
| 100119 SHAKOPEE VALLEY FORD               |      |            |           |         |                      |      |     |                            |
| 277864 FOW<br>CHECK DATE: 10/20/2020      |      | 09/28/2020 | 102020    | 335219  | 11.24 10/28/2020     | INV  | PD  | #709 LICENSE PLATE BRACKE  |
| 277867 FOW<br>CHECK DATE: 10/20/2020      |      | 09/28/2020 | 102020    | 335219  | 525.00 10/28/2020    | INV  | PD  | #706 ELECTRIC (RADIO)      |
|                                           |      |            |           |         | 536.24               |      |     |                            |
| 109184 ARACHTINGI, KATHERINE              |      |            |           |         |                      |      |     |                            |
| 33954<br>CHECK DATE: 10/20/2020           |      | 09/21/2020 | 102020    | 335220  | 217.92 10/21/2020    | INV  | PD  | CREDIT BALANCE REFUND-322  |
| 100146 ASPEN MILLS INC                    |      |            |           |         |                      |      |     |                            |
| 262111<br>CHECK DATE: 10/20/2020          |      | 09/28/2020 | 102020    | 335221  | 1,311.00 10/28/2020  | INV  | PD  | FD-BREAST CANCER T-SHIRTS  |
| 100155 AUBURN MANOR                       |      |            |           |         |                      |      |     |                            |
| NOV 2020 200001<br>CHECK DATE: 10/20/2020 |      | 10/12/2020 | 102020    | 335222  | 200.00 11/01/2020    | INV  | PD  | NOV SENIOR CITIZEN DONATI  |
| 107572 BAKER TILLY VIRCHOW KRAUSE LLP     |      |            |           |         |                      |      |     |                            |
| BTMA6943<br>CHECK DATE: 10/20/2020        |      | 10/01/2020 | 102020    | 335223  | 3,100.00 11/01/2020  | INV  | PD  | ARB CALC 2015B 8/19/20     |
| 100174 BAUER BUILT TIRE AND BATTERY       |      |            |           |         |                      |      |     |                            |
| 518006799<br>CHECK DATE: 10/20/2020       |      | 10/05/2020 | 102020    | 335224  | 1,001.88 11/15/2020  | INV  | PD  | #709 ELEC TIRES (4)        |
| 100198 UTILITY TOOL REPAIR LLC            |      |            |           |         |                      |      |     |                            |
| 3375<br>CHECK DATE: 10/20/2020            |      | 09/22/2020 | 102020    | 335225  | 2,497.71 10/22/2020  | INV  | PD  | ELEC HARNESSSES & LANYARDS |
| 103120 ACROSS THE STREET PRODUCTIONS INC  |      |            |           |         |                      |      |     |                            |
| INV05879<br>CHECK DATE: 10/20/2020        |      | 10/08/2020 | 102020    | 335226  | 2,300.00 11/08/2020  | INV  | PD  | FF BLUE CARD TRAINING REC  |
| 100201 BCBSM INC                          |      |            |           |         |                      |      |     |                            |



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City of Chaska  
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P 3  
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| INVOICE                                | P.O.   | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION             |
|----------------------------------------|--------|------------|-----------|---------|-------------|------------|------|-----|---------------------------------|
| 201002078852<br>CHECK DATE: 10/15/2020 |        | 10/02/2020 | 101520    | 335391  | 199,948.94  | 10/20/2020 | INV  | PD  | NOV EMP INS PREM-MEDICAL        |
| 102279 BOLTON & MENK INC               |        |            |           |         |             |            |      |     |                                 |
| 0257549<br>CHECK DATE: 10/20/2020      |        | 10/06/2020 | 102020    | 335227  | 840.00      | 11/06/2020 | INV  | PD  | CITY SQUARE PARK ARCHAEOLOGICAL |
| 0257551<br>CHECK DATE: 10/20/2020      |        | 10/06/2020 | 102020    | 335227  | 12,614.00   | 11/06/2020 | INV  | PD  | 2019 DT FUNDING                 |
|                                        |        |            |           |         | 13,454.00   |            |      |     |                                 |
| 100214 BORDER STATES INDUSTRIES INC    |        |            |           |         |             |            |      |     |                                 |
| 920687070<br>CHECK DATE: 10/20/2020    |        | 09/16/2020 | 102020    | 335228  | 291.91      | 10/16/2020 | INV  | PD  | MISC LINE HRDWRE - RISER        |
| 920714422<br>CHECK DATE: 10/20/2020    |        | 09/21/2020 | 102020    | 335228  | 727.20      | 10/25/2020 | INV  | PD  | SUPPLIES - INSUL PUTTY TA       |
| 920714423<br>CHECK DATE: 10/20/2020    |        | 09/21/2020 | 102020    | 335228  | 303.59      | 10/25/2020 | INV  | PD  | MISC LINE HARDWARE - CABL       |
| 920731963<br>CHECK DATE: 10/20/2020    |        | 09/23/2020 | 102020    | 335228  | 436.68      | 10/25/2020 | INV  | PD  | SUPPLIES - WIRE TAGS            |
| 920776869<br>CHECK DATE: 10/20/2020    | 200183 | 09/30/2020 | 102020    | 335228  | 121.64      | 10/25/2020 | INV  | PD  | (6) ANCHOR EXPANSION 10"        |
| 920776870<br>CHECK DATE: 10/20/2020    | 200182 | 09/30/2020 | 102020    | 335228  | 337.14      | 10/25/2020 | INV  | PD  | (30) CONNECT LUG COMP 500       |
|                                        |        |            |           |         | 2,218.16    |            |      |     |                                 |
| 100220 BOYER FORD TRUCKS INC           |        |            |           |         |             |            |      |     |                                 |
| 34865D<br>CHECK DATE: 10/20/2020       |        | 09/29/2020 | 102020    | 335229  | 219.31      | 10/29/2020 | INV  | PD  | #312 FRONT BRAKE PADS           |
| 34914D<br>CHECK DATE: 10/20/2020       |        | 09/29/2020 | 102020    | 335229  | 119.47      | 10/29/2020 | INV  | PD  | #111 STREET GLOW PLUG SOL       |
| 34952D<br>CHECK DATE: 10/20/2020       |        | 10/01/2020 | 102020    | 335229  | 42.78       | 11/01/2020 | INV  | PD  | #111 STREET SWITCH              |
|                                        |        |            |           |         | 381.56      |            |      |     |                                 |
| 100226 BRAUN INTERTEC CORPORATION      |        |            |           |         |             |            |      |     |                                 |
| B227095<br>CHECK DATE: 10/20/2020      |        | 10/06/2020 | 102020    | 335230  | 596.25      | 11/06/2020 | INV  | PD  | CREEK RD SANITARY SEWER I       |



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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                              |
|---------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|--------------------------------------------------|
| B227114<br>CHECK DATE: 10/20/2020     |      | 10/06/2020 | 102020    | 335230  | 1,810.00    | 11/06/2020 | INV  | PD  | SAVANNA WAY-110 CREEK RD                         |
|                                       |      |            |           |         | 2,406.25    |            |      |     |                                                  |
| 109196 BROWNING, TED                  |      |            |           |         |             |            |      |     |                                                  |
| 2008598.002<br>CHECK DATE: 10/20/2020 |      | 10/07/2020 | 102020    | 335231  | 55.54       | 11/07/2020 | INV  | PD  | REFUND ACCOUNT BALANCE<br>PAYEE: BROWNING, TED   |
| 100254 BRYAN ROCK PRODUCTS INC        |      |            |           |         |             |            |      |     |                                                  |
| 44213<br>CHECK DATE: 10/20/2020       |      | 09/30/2020 | 102020    | 335232  | 1,069.09    | 10/30/2020 | INV  | PD  | W/S STOCKPILE                                    |
| 106307 TREATS N STUFF TWO LLC         |      |            |           |         |             |            |      |     |                                                  |
| 12304<br>CHECK DATE: 10/20/2020       |      | 09/28/2020 | 102020    | 335233  | 337.75      | 10/19/2020 | INV  | PD  | Curling Compressor Repair                        |
| 109190 BUSCH, LESLI                   |      |            |           |         |             |            |      |     |                                                  |
| 2008558.002<br>CHECK DATE: 10/20/2020 |      | 09/28/2020 | 102020    | 335234  | 70.30       | 10/28/2020 | INV  | PD  | RFD-MEMBERSHIP TRANSFER-F<br>PAYEE: BUSCH, LESLI |
| 107909 VISTA OUTDOOR SALES LLC        |      |            |           |         |             |            |      |     |                                                  |
| 761187<br>CHECK DATE: 10/20/2020      |      | 09/23/2020 | 102020    | 335235  | 401.14      | 10/23/2020 | INV  | PD  | RESALE                                           |
| 100324 NEW LINE CUSTOM UPHOLSTERY INC |      |            |           |         |             |            |      |     |                                                  |
| 23685<br>CHECK DATE: 10/20/2020       |      | 10/02/2020 | 102020    | 335236  | 335.00      | 11/01/2020 | INV  | PD  | Squad 1162 seat repair                           |
| 100275 CALLAWAY GOLF                  |      |            |           |         |             |            |      |     |                                                  |
| 931962604<br>CHECK DATE: 10/20/2020   |      | 09/08/2020 | 102020    | 335237  | -450.96     | 12/31/2020 | CRM  | PD  | RESALE PRICE ADJUSTMENT                          |
| 932031490<br>CHECK DATE: 10/20/2020   |      | 09/22/2020 | 102020    | 335237  | 184.50      | 11/21/2020 | INV  | PD  | RESALE                                           |
| 932054401<br>CHECK DATE: 10/20/2020   |      | 09/25/2020 | 102020    | 335237  | 369.00      | 11/24/2020 | INV  | PD  | RESALE                                           |
|                                       |      |            |           |         | 102.54      |            |      |     |                                                  |
| 109182 CARLSON, SHIRLEY A             |      |            |           |         |             |            |      |     |                                                  |



10/15/2020 14:38  
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City of Chaska  
VENDOR INVOICE LIST

P 5  
apinvlst

| INVOICE                                           | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|---------------------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| 31670<br>CHECK DATE: 10/20/2020                   |      | 09/21/2020 | 102020    | 335238  | 31.38       | 10/21/2020 | INV  | PD  | CREDIT BALANCE REFUND-110 |
| 100285 CARVER COUNTY                              |      |            |           |         |             |            |      |     |                           |
| 82987<br>CHECK DATE: 10/20/2020                   |      | 10/02/2020 | 102020    | 335239  | 18,044.47   | 11/02/2020 | INV  | PD  | 3RD QTR PROSECUTION FEES  |
| 107442 CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY |      |            |           |         |             |            |      |     |                           |
| 83159<br>CHECK DATE: 10/15/2020                   |      | 10/14/2020 | 101520    | 335392  | 103,410.00  | 11/14/2020 | INV  | PD  | SMALL BUSINESS EMERGENCY  |
| 100323 CDW GOVERNMENT INC                         |      |            |           |         |             |            |      |     |                           |
| 1408416<br>CHECK DATE: 10/20/2020                 |      | 09/15/2020 | 102020    | 335240  | 78.99       | 10/15/2020 | INV  | PD  | ZOOM ROOM MICROPHONE-COVI |
| 1607955<br>CHECK DATE: 10/20/2020                 |      | 09/18/2020 | 102020    | 335240  | 136.52      | 10/18/2020 | INV  | PD  | 4 WEBCAMS-COVID           |
| 1708160<br>CHECK DATE: 10/20/2020                 |      | 09/22/2020 | 102020    | 335240  | 2,128.30    | 10/22/2020 | INV  | PD  | VPN Z3 APPLIANCES-COVID   |
| 1723312<br>CHECK DATE: 10/20/2020                 |      | 09/22/2020 | 102020    | 335240  | 773.03      | 10/22/2020 | INV  | PD  | BLDG INSP SCANNER         |
| 2081908<br>CHECK DATE: 10/20/2020                 |      | 09/29/2020 | 102020    | 335240  | 137.34      | 10/29/2020 | INV  | PD  | 3 SURFACE PRO ADAPTERS-CO |
| 2089730<br>CHECK DATE: 10/20/2020                 |      | 09/29/2020 | 102020    | 335240  | 616.74      | 10/29/2020 | INV  | PD  | CISCO PHONE               |
| 2116261<br>CHECK DATE: 10/20/2020                 |      | 09/29/2020 | 102020    | 335240  | 136.52      | 10/29/2020 | INV  | PD  | 4 WEBCAMS-COVID           |
| ZR00148572<br>CHECK DATE: 10/20/2020              |      | 09/29/2020 | 102020    | 335240  | 49.00       | 10/29/2020 | INV  | PD  | WEBEX LICENSING           |
|                                                   |      |            |           |         | 4,056.44    |            |      |     |                           |
| 100332 CENTERPOINT ENERGY RESOURCES CORP          |      |            |           |         |             |            |      |     |                           |
| 105010300/SEP20<br>CHECK DATE: 10/20/2020         |      | 10/05/2020 | 102020    | 335241  | 2,397.03    | 11/02/2020 | INV  | PD  | SEP 3210 CHASKA BLVD GAS  |
| 109045922/SEP20<br>CHECK DATE: 10/20/2020         |      | 10/06/2020 | 102020    | 335241  | 5,462.16    | 11/03/2020 | INV  | PD  | SEP 1661 PARK RIDGE DR GA |
| 109052076/SEP20<br>CHECK DATE: 10/20/2020         |      | 10/06/2020 | 102020    | 335241  | 2,447.79    | 11/03/2020 | INV  | PD  | SEP 1611 PARK RIDGE DR GA |





10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 6  
apinvlst

| INVOICE                                  | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
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| 100337 QWEST CORPORATION                 |      |            |           |         | 10,306.98   |            |      |     |                           |
| 151162852                                |      | 09/16/2020 | 101320    | 335205  | 12,243.54   | 10/16/2020 | INV  | PD  | SEP INTERNET SERVICE      |
| CHECK DATE: 10/13/2020                   |      |            |           |         |             |            |      |     |                           |
| 313692512/OCT20                          |      | 10/01/2020 | 101320    | 335204  | 262.44      | 10/27/2020 | INV  | PD  | OCT TC CLUBHS LOC PHN SVC |
| CHECK DATE: 10/13/2020                   |      |            |           |         |             |            |      |     |                           |
| 313773369/OCT20                          |      | 10/01/2020 | 101320    | 335204  | 87.11       | 10/27/2020 | INV  | PD  | OCT CCC BURGLAR ALARM     |
| CHECK DATE: 10/13/2020                   |      |            |           |         |             |            |      |     |                           |
| 100338 QWEST CORPORATION                 |      |            |           |         | 12,593.09   |            |      |     |                           |
| 202000790/SEP20                          |      | 09/21/2020 | 101520    | 335393  | 3,578.27    | 10/19/2020 | INV  | PD  | SEP PHONE & LONG DIST SVC |
| CHECK DATE: 10/15/2020                   |      |            |           |         |             |            |      |     |                           |
| 100346 CHASKA DOWNTOWN BUSINESS ALLIANCE |      |            |           |         |             |            |      |     |                           |
| Q3 2020                                  |      | 10/09/2020 | 102020    | 335242  | 14,525.00   | 11/09/2020 | INV  | PD  | 3RD QTR SPECIAL SERVICES  |
| CHECK DATE: 10/20/2020                   |      |            |           |         |             |            |      |     |                           |
| 100368 CHASKA LAUNDRY CENTER             |      |            |           |         |             |            |      |     |                           |
| 2194                                     |      | 09/30/2020 | 101320    | 335206  | 128.52      | 10/20/2020 | INV  | PD  | SEP TOWEL SVC-TC          |
| CHECK DATE: 10/13/2020                   |      |            |           |         |             |            |      |     |                           |
| 100377 CHASKA ROTARY CLUB                |      |            |           |         |             |            |      |     |                           |
| 5265                                     |      | 10/06/2020 | 102020    | 335243  | 50.00       | 11/06/2020 | INV  | PD  | 4TH QTR DUES-PODHRADSKY   |
| CHECK DATE: 10/20/2020                   |      |            |           |         |             |            |      |     |                           |
| 103458 CITY OF CHASKA-PUBLIC WORKS       |      |            |           |         |             |            |      |     |                           |
| 020-03                                   |      | 10/01/2020 | 100220    | 335193  | 76.00       | 11/01/2020 | INV  | PD  | PERMIT TO DEMO PAR 30 CLU |
| CHECK DATE: 10/02/2020                   |      |            |           |         |             |            |      |     |                           |
| 100418 CLEARSOFT INC                     |      |            |           |         |             |            |      |     |                           |
| 132-319                                  |      | 10/01/2020 | 102020    | 335244  | 75.00       | 10/27/2020 | INV  | PD  | OCT FD WATER SOFTENER REN |
| CHECK DATE: 10/20/2020                   |      |            |           |         |             |            |      |     |                           |
| 100416 ROGER CLEVELAND GOLF CO INC       |      |            |           |         |             |            |      |     |                           |
| 6110926 SO                               |      | 09/21/2020 | 102020    | 335245  | 874.80      | 06/01/2021 | INV  | PD  | RESALE                    |





10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 7  
apinvlst

| INVOICE                                  | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
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| CHECK DATE: 10/20/2020                   |      |            |           |         |             |            |      |     |                           |
| 6126914 NO                               |      | 10/01/2020 | 102020    | 335245  | -195.00     | 12/31/2020 | CRM  | PD  | RESALE CREDIT             |
| CHECK DATE: 10/20/2020                   |      |            |           |         |             |            |      |     |                           |
|                                          |      |            |           |         | 679.80      |            |      |     |                           |
| 100768 CODE 4 SERVICES INC               |      |            |           |         |             |            |      |     |                           |
| 5794                                     |      | 09/28/2020 | 102020    | 335246  | 5,795.33    | 10/28/2020 | INV  | PD  | Squad 1213 Setup-1162 Rep |
| CHECK DATE: 10/20/2020                   |      |            |           |         |             |            |      |     |                           |
| 5795                                     |      | 09/28/2020 | 102020    | 335246  | 5,795.33    | 10/31/2020 | INV  | PD  | Squad 1212 Setup-1171 Rep |
| CHECK DATE: 10/20/2020                   |      |            |           |         |             |            |      |     |                           |
| 5796                                     |      | 09/28/2020 | 102020    | 335246  | 10,487.00   | 10/28/2020 | INV  | PD  | Squad 1214 Setup-1142 Rep |
| CHECK DATE: 10/20/2020                   |      |            |           |         |             |            |      |     |                           |
|                                          |      |            |           |         | 22,077.66   |            |      |     |                           |
| 100436 COMCAST CORPORATION               |      |            |           |         |             |            |      |     |                           |
| 00331410Oct20CCC                         |      | 09/25/2020 | 100920    | 335196  | 42.00       | 10/20/2020 | INV  | PD  | CCC Cable TV              |
| CHECK DATE: 10/09/2020                   |      |            |           |         |             |            |      |     |                           |
| 03186090Oct20Fitness                     |      | 09/23/2020 | 100920    | 335196  | 301.88      | 10/18/2020 | INV  | PD  | Fitness cable tv          |
| CHECK DATE: 10/09/2020                   |      |            |           |         |             |            |      |     |                           |
| 83162                                    |      | 10/09/2020 | 101520    | 335394  | 60.30       | 11/03/2020 | INV  | PD  | Cable-PD                  |
| CHECK DATE: 10/15/2020                   |      |            |           |         |             |            |      |     |                           |
|                                          |      |            |           |         | 404.18      |            |      |     |                           |
| 102867 TILLER CORPORATION                |      |            |           |         |             |            |      |     |                           |
| 200930                                   |      | 09/30/2020 | 100920    | 335197  | 10,799.60   | 10/30/2020 | INV  | PD  | HUNDERTMARK TRAIL OVERLAY |
| CHECK DATE: 10/09/2020                   |      |            |           |         |             |            |      |     |                           |
| 104611 COMMERCIAL FURNITURE SERVICES INC |      |            |           |         |             |            |      |     |                           |
| 88093-0                                  |      | 09/29/2020 | 102020    | 335247  | 2,922.13    | 10/29/2020 | INV  | PD  | FIRE STN OFFICE CHANGES ( |
| CHECK DATE: 10/20/2020                   |      |            |           |         |             |            |      |     |                           |
| 107686 CONCENTRA HEALTH SERVICES INC     |      |            |           |         |             |            |      |     |                           |
| 14364584                                 |      | 09/30/2020 | 102020    | 335248  | 384.00      | 10/30/2020 | INV  | PD  | DOT ANNUAL QUERIES        |
| CHECK DATE: 10/20/2020                   |      |            |           |         |             |            |      |     |                           |
| 103942 CONTECH ENGINEERED SOLUTIONS INC  |      |            |           |         |             |            |      |     |                           |
| 21403334                                 |      | 09/15/2020 | 102020    | 335249  | 547.80      | 10/15/2020 | INV  | PD  | REPLACEMENT CULVERT AT ID |
| CHECK DATE: 10/20/2020                   |      |            |           |         |             |            |      |     |                           |



10/15/2020 14:38  
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City of Chaska  
VENDOR INVOICE LIST

1P 8  
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| INVOICE                                 | P.O.   | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
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| 100450 COOL AIR MECHANICAL              |        |            |           |         |             |            |      |     |                           |
| 99218                                   |        | 09/28/2020 | 101520    | 335395  | 10,487.50   | 10/27/2020 | INV  | PD  | 50% Down pmt-3 Thermastor |
| CHECK DATE: 10/15/2020                  |        |            |           |         |             |            |      |     |                           |
| 100429 COORDINATED BUSINESS SYSTEMS LTD |        |            |           |         |             |            |      |     |                           |
| INV111907                               |        | 10/07/2020 | 102020    | 335252  | 280.20      | 11/07/2020 | INV  | PD  | OCT PRINTER CONTRACT      |
| CHECK DATE: 10/20/2020                  |        |            |           |         |             |            |      |     |                           |
| INV112210                               |        | 10/08/2020 | 102020    | 335252  | 35.06       | 11/07/2020 | INV  | PD  | SEP ADMIN PRINTER USAGE   |
| CHECK DATE: 10/20/2020                  |        |            |           |         |             |            |      |     |                           |
| INV112211                               |        | 10/08/2020 | 102020    | 335251  | 637.61      | 11/08/2020 | INV  | PD  | Contract Invoice-PD       |
| CHECK DATE: 10/20/2020                  |        |            |           |         |             |            |      |     |                           |
|                                         |        |            |           |         | 952.87      |            |      |     |                           |
| 106301 CORE AND MAIN LP                 |        |            |           |         |             |            |      |     |                           |
| N041020                                 |        | 09/22/2020 | 102020    | 335253  | 1,112.41    | 10/22/2020 | INV  | PD  | ISABELLA PKWY SUMP LINE   |
| CHECK DATE: 10/20/2020                  |        |            |           |         |             |            |      |     |                           |
| N062262                                 | 200185 | 09/24/2020 | 102020    | 335253  | 4,505.80    | 10/24/2020 | INV  | PD  | WATER STOCK BOX EXTENSION |
| CHECK DATE: 10/20/2020                  |        |            |           |         |             |            |      |     |                           |
| N063545                                 |        | 09/24/2020 | 102020    | 335253  | 90.82       | 10/24/2020 | INV  | PD  | WATER NON-STOCK SUPPLIES  |
| CHECK DATE: 10/20/2020                  |        |            |           |         |             |            |      |     |                           |
| N066840                                 | 200184 | 09/25/2020 | 102020    | 335253  | 990.30      | 10/25/2020 | INV  | PD  | WATER STOCK BOX GATE VALV |
| CHECK DATE: 10/20/2020                  |        |            |           |         |             |            |      |     |                           |
|                                         |        |            |           |         | 6,699.33    |            |      |     |                           |
| 105724 CYBERGOLF LLC                    |        |            |           |         |             |            |      |     |                           |
| SI-41579                                |        | 10/01/2020 | 102020    | 335254  | 285.00      | 11/01/2020 | INV  | PD  | WEBSITE HOSTING-TC        |
| CHECK DATE: 10/20/2020                  |        |            |           |         |             |            |      |     |                           |
| 100555 D R HORTON INC                   |        |            |           |         |             |            |      |     |                           |
| 1430                                    |        | 10/06/2020 | 102020    | 335255  | 1,500.00    | 11/06/2020 | INV  | PD  | BLDR DEP RFD-1430 SAGEWOO |
| CHECK DATE: 10/20/2020                  |        |            |           |         |             |            |      |     |                           |
| 1438                                    |        | 10/06/2020 | 102020    | 335255  | 1,500.00    | 11/06/2020 | INV  | PD  | BLDR DEP RFD-1438 SAGEWOO |
| CHECK DATE: 10/20/2020                  |        |            |           |         |             |            |      |     |                           |
| 1442                                    |        | 10/06/2020 | 102020    | 335255  | 1,500.00    | 11/06/2020 | INV  | PD  | BLDR DEP RFD-1442 SAGEWOO |
| CHECK DATE: 10/20/2020                  |        |            |           |         |             |            |      |     |                           |
| 1446                                    |        | 10/06/2020 | 102020    | 335255  | 1,500.00    | 11/06/2020 | INV  | PD  | BLDR DEP RFD-1446 SAGEWOO |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 9  
apinvlst

| INVOICE                               | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION         |
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| 1450                                  |      | 10/06/2020 | 102020    | 335255  | 1,500.00    | 11/06/2020 | INV  | PD  | BLDR DEP RFD-1450 SAGEWOO   |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     |                             |
| 1478                                  |      | 10/06/2020 | 102020    | 335255  | 750.00      | 11/06/2020 | INV  | PD  | BLDR DEP RFD-1478 SAGEWOO   |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     |                             |
| 1482                                  |      | 10/06/2020 | 102020    | 335255  | 1,500.00    | 11/06/2020 | INV  | PD  | BLDR DEP RFD-1482 SAGEWOO   |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     |                             |
| 1486                                  |      | 10/06/2020 | 102020    | 335255  | 1,500.00    | 11/06/2020 | INV  | PD  | BLDR DEP RFD-1486 SAGEWOO   |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     |                             |
| 1494                                  |      | 10/06/2020 | 102020    | 335255  | 1,500.00    | 11/06/2020 | INV  | PD  | BLDR DEP RFD-1494 SAGEWOO   |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     |                             |
|                                       |      |            |           |         | 12,750.00   |            |      |     |                             |
| 100509 DEALER AUTOMOTIVE SERVICES INC |      |            |           |         |             |            |      |     |                             |
| 1-113356                              |      | 09/29/2020 | 102020    | 335256  | 354.50      | 10/29/2020 | INV  | PD  | #705 ELEC TRUCK SET-UP      |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     |                             |
| 109186 DERKEVICS, JASON               |      |            |           |         |             |            |      |     |                             |
| 10015115                              |      | 09/18/2020 | 102020    | 335257  | 2,408.75    | 10/18/2020 | INV  | PD  | CREDIT BALANCE REFUND-316   |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     |                             |
| 109135 DOLLERSCHELL, SANDRA           |      |            |           |         |             |            |      |     |                             |
| 2008569.002                           |      | 10/01/2020 | 102020    | 335258  | 54.85       | 11/01/2020 | INV  | PD  | RFD-MEMBERSHIP REFUND-OCT   |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     | PAYEE: DOLLERSCHELL, SANDRA |
| 102486 MP SYSTEMS INC                 |      |            |           |         |             |            |      |     |                             |
| P-04586                               |      | 10/07/2020 | 102020    | 335259  | 54,281.38   | 11/07/2020 | INV  | PD  | MRS BRKR 4 INSTALLATION -   |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     |                             |
| 105629 DICKS SANITATION SERVICE INC   |      |            |           |         |             |            |      |     |                             |
| DT0003545750                          |      | 09/30/2020 | 102020    | 335260  | 928.29      | 10/29/2020 | INV  | PD  | MSB                         |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     |                             |
| DT0003545752                          |      | 09/30/2020 | 102020    | 335260  | 488.21      | 10/29/2020 | INV  | PD  | CITY HALL                   |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     |                             |
| DT0003545753                          |      | 09/30/2020 | 102020    | 335260  | 213.42      | 10/30/2020 | INV  | PD  | ATHLETIC PARK               |
| CHECK DATE: 10/20/2020                |      |            |           |         |             |            |      |     |                             |
| DT0003545754                          |      | 09/30/2020 | 102020    | 335260  | 147.42      | 10/30/2020 | INV  | PD  | LION'S PARK                 |

| 10/15/2020 14:38<br>8482mrob                    |      | City of Chaska<br>VENDOR INVOICE LIST |           |         |             | munis<br>a tier 1 erp solution |      |     |                           | P 10<br>apinvlst |  |
|-------------------------------------------------|------|---------------------------------------|-----------|---------|-------------|--------------------------------|------|-----|---------------------------|------------------|--|
| INVOICE                                         | P.O. | INV DATE                              | CHECK RUN | CHECK # | INVOICE NET | DUE DATE                       | TYPE | STS | INVOICE DESCRIPTION       |                  |  |
| CHECK DATE: 10/20/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| DT0003545755                                    |      | 09/30/2020                            | 102020    | 335260  | 144.73      | 10/30/2020                     | INV  | PD  | VETERAN'S PARK            |                  |  |
| CHECK DATE: 10/20/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| DT0003545756                                    |      | 09/30/2020                            | 102020    | 335260  | 147.42      | 10/30/2020                     | INV  | PD  | COMMUNITY PARK            |                  |  |
| CHECK DATE: 10/20/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| DT0003545757                                    |      | 09/30/2020                            | 102020    | 335260  | 133.38      | 10/30/2020                     | INV  | PD  | MCKNIGHT PARK             |                  |  |
| CHECK DATE: 10/20/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 109197 EDEN TRACE                               |      |                                       |           |         | 2,202.87    |                                |      |     |                           |                  |  |
| 26046001-2020                                   |      | 10/05/2020                            | 102020    | 335261  | 2,612.50    | 11/05/2020                     | INV  | PD  | OCT REBATE-BUSINESS LIGHT |                  |  |
| CHECK DATE: 10/20/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 100592 ELECTRIC PUMP INC                        |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 0068932-IN                                      |      | 08/17/2020                            | 102020    | 335262  | 1,450.00    | 10/07/2020                     | INV  | PD  | SERVICE AGREEMENT-WASTEWA |                  |  |
| CHECK DATE: 10/20/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 0069259-IN                                      |      | 09/18/2020                            | 102020    | 335262  | 1,486.70    | 10/18/2020                     | INV  | PD  | LOCUST STREET LIFT STATIO |                  |  |
| CHECK DATE: 10/20/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 102657 ENERGY MANAGEMENT SOLUTIONS INC          |      |                                       |           |         | 2,936.70    |                                |      |     |                           |                  |  |
| 10002                                           |      | 10/01/2020                            | 102020    | 335263  | 6,973.95    | 11/05/2020                     | INV  | PD  | OCTOBER MONTHLY RETAINER  |                  |  |
| CHECK DATE: 10/20/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 103643 EROSION PRODUCTS LLC                     |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 8722                                            |      | 09/18/2020                            | 102020    | 335264  | 125.00      | 10/18/2020                     | INV  | PD  | DRAINTILE GOLF COURSE     |                  |  |
| CHECK DATE: 10/20/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 105728 FIDELITY SECURITY LIFE INSURANCE COMPANY |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 164500263                                       |      | 09/26/2020                            | 100220    | 335194  | 686.21      | 10/26/2020                     | INV  | PD  | OCT EMP INS PREM-VISION   |                  |  |
| CHECK DATE: 10/02/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 100653 FERGUSON ENTERPRISES INC                 |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 7794912                                         |      | 08/31/2020                            | 102020    | 335265  | 57.98       | 10/06/2020                     | INV  | PD  | SHOP TRUCK HOIST          |                  |  |
| CHECK DATE: 10/20/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |
| 7803737                                         |      | 08/31/2020                            | 102020    | 335265  | 18.00       | 10/06/2020                     | INV  | PD  | SHOP TRUCK HOIST          |                  |  |
| CHECK DATE: 10/20/2020                          |      |                                       |           |         |             |                                |      |     |                           |                  |  |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 11  
apinvlst

| INVOICE                            | P.O.       | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
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| 100655 FERRELLGAS 7780961          |            |            |           |         | 75.98       |            |      |     |                           |
| 1112922931                         |            | 09/23/2020 | 102020    | 335266  | 50.46       | 10/23/2020 | INV  | PD  | LIFT TRUCK PROPANE        |
| CHECK DATE:                        | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 1113062654                         |            | 10/07/2020 | 102020    | 335266  | 92.69       | 11/07/2020 | INV  | PD  | PROPANE FORKLIFT          |
| CHECK DATE:                        | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 100673 FLEETPRIDE INC              |            |            |           |         | 143.15      |            |      |     |                           |
| 60334198                           |            | 09/30/2020 | 102020    | 335267  | 355.36      | 10/30/2020 | INV  | PD  | #112 BRAKE REPAIR DUMP/PL |
| CHECK DATE:                        | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 100717 GENERAL PARTS LLC           |            |            |           |         |             |            |      |     |                           |
| 6197048                            |            | 09/01/2020 | 102020    | 335268  | 757.43      | 10/01/2020 | INV  | PD  | OAK 19 EQUIP PREV MAINT P |
| CHECK DATE:                        | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 6201854                            |            | 09/24/2020 | 102020    | 335268  | 307.69      | 10/24/2020 | INV  | PD  | OAK 19 COOLER REPAIR      |
| CHECK DATE:                        | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 106901 INFLECTION.COM INC          |            |            |           |         | 1,065.12    |            |      |     |                           |
| CIT02939028                        |            | 09/30/2020 | 102020    | 335269  | 96.99       | 10/30/2020 | INV  | PD  | SEP BACKGROUND CHECKS-CCC |
| CHECK DATE:                        | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 105536 GOPHER STATE FIRE EQUIPMENT |            |            |           |         |             |            |      |     |                           |
| 120959                             |            | 04/21/2020 | 102020    | 335270  | 157.30      | 11/08/2020 | INV  | PD  | FIRE EXTINGUISHER SVC-TC  |
| CHECK DATE:                        | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 101463 GOPHER STATE ONE CALL       |            |            |           |         |             |            |      |     |                           |
| 0090281                            |            | 09/30/2020 | 102020    | 335271  | 633.15      | 10/30/2020 | INV  | PD  | SEPTEMBER LOCATES         |
| CHECK DATE:                        | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 100759 GRAINGER                    |            |            |           |         |             |            |      |     |                           |
| 9662337907                         |            | 09/23/2020 | 102020    | 335272  | 152.54      | 10/23/2020 | INV  | PD  | HVAC BELTS-CITY HALL      |
| CHECK DATE:                        | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 9662337915                         |            | 09/23/2020 | 102020    | 335272  | 19.52       | 10/23/2020 | INV  | PD  | HVAC BELTS-BOUNTIFUL BASK |
| CHECK DATE:                        | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 9662337923                         |            | 09/23/2020 | 102020    | 335272  | 512.71      | 10/23/2020 | INV  | PD  | HVAC BELTS-CURLING CENTER |





10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 12  
apinvlst

| INVOICE                             | P.O.   | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|-------------------------------------|--------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 9662337931                          |        | 09/23/2020 | 102020    | 335272  | 186.59      | 10/23/2020 | INV  | PD  | HVAC BELTS-MSB            |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 9675826862                          |        | 10/06/2020 | 102020    | 335272  | 161.51      | 11/06/2020 | INV  | PD  | Floor Fan, Tape, Scissors |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
|                                     |        |            |           |         | 1,032.87    |            |      |     |                           |
| 100758 GRAYBAR ELECTRIC COMPANY INC |        |            |           |         |             |            |      |     |                           |
| 9318124336                          | 200186 | 10/05/2020 | 102020    | 335273  | 71.81       | 11/05/2020 | INV  | PD  | (3) LAMP QUARTZ 1500      |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 100810 HAWKINS INC                  |        |            |           |         |             |            |      |     |                           |
| 4800729                             |        | 09/25/2020 | 102020    | 335274  | 10.00       | 11/09/2020 | INV  | PD  | DEMURRAGE                 |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 100848 HIGH TECH CLEANING INC       |        |            |           |         |             |            |      |     |                           |
| 15935A                              |        | 07/06/2020 | 102020    | 335275  | 337.83      | 10/29/2020 | INV  | PD  | MSB COVID SUPPLIES        |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 16095                               |        | 09/22/2020 | 102020    | 335275  | 400.00      | 10/22/2020 | INV  | PD  | GRAFFITI REMOVAL LAKE GRA |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 16096                               |        | 09/22/2020 | 102020    | 335275  | 792.44      | 10/22/2020 | INV  | PD  | HANDHELD SPRAYER/CLOX W   |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 16097                               |        | 09/22/2020 | 102020    | 335275  | 351.48      | 10/22/2020 | INV  | PD  | PAPER TOWELS-PARK SHELTER |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 16098                               |        | 09/22/2020 | 102020    | 335275  | 248.40      | 10/22/2020 | INV  | PD  | SOAP/DISINFECTANT DISPENS |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 16113                               |        | 10/01/2020 | 102020    | 335275  | 3,092.25    | 11/01/2020 | INV  | PD  | CITY HALL                 |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 16114                               |        | 10/01/2020 | 102020    | 335275  | 485.16      | 11/01/2020 | INV  | PD  | COMMUNITY ROOM-CLOVER RID |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 16115                               |        | 10/01/2020 | 102020    | 335275  | 1,495.91    | 11/01/2020 | INV  | PD  | FIRE STATION              |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 16116                               |        | 10/01/2020 | 102020    | 335275  | 1,140.83    | 11/01/2020 | INV  | PD  | HISTORY CENTER            |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 16118                               |        | 10/01/2020 | 102020    | 335275  | 1,971.55    | 11/01/2020 | INV  | PD  | MSB                       |
| CHECK DATE: 10/20/2020              |        |            |           |         |             |            |      |     |                           |
| 16119                               |        | 10/01/2020 | 102020    | 335275  | 161.72      | 11/01/2020 | INV  | PD  | STANTEC BUILDING          |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 13  
apinvlst

| INVOICE                                             | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|-----------------------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
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| 16120                                               |      | 10/01/2020 | 102020    | 335275  | 625.00      | 11/01/2020 | INV  | PD  | WTP                       |
| CHECK DATE: 10/20/2020                              |      |            |           |         |             |            |      |     |                           |
| 100874 HOSE/CONVEYORS INC                           |      |            |           |         | 11,102.57   |            |      |     |                           |
| 00088687                                            |      | 09/14/2020 | 101320    | 335207  | 736.94      | 10/14/2020 | INV  | PD  | #92 SMALL VACTOR HOSES    |
| CHECK DATE: 10/13/2020                              |      |            |           |         |             |            |      |     |                           |
| 100878 HUEBSCH                                      |      |            |           |         |             |            |      |     |                           |
| 84176/SEP2020                                       |      | 09/30/2020 | 102020    | 335276  | 1,340.47    | 10/10/2020 | INV  | PD  | SEP RUG/MAT SVC           |
| CHECK DATE: 10/20/2020                              |      |            |           |         |             |            |      |     |                           |
| 108162 HYDRO-DESIGNS INC                            |      |            |           |         |             |            |      |     |                           |
| 0058908-IN                                          |      | 09/30/2020 | 102020    | 335277  | 648.58      | 10/30/2020 | INV  | PD  | DEVICE TEST MGT SEP 2020  |
| CHECK DATE: 10/20/2020                              |      |            |           |         |             |            |      |     |                           |
| 100889 INTERNATIONAL CITY MGMT ASSN RETIREMENT CORP |      |            |           |         |             |            |      |     |                           |
| 2020/1009-ICMA                                      |      | 10/09/2020 | 100920    | 335198  | 4,967.97    | 10/09/2020 | INV  | PD  | 100920 Payroll 457 & Roth |
| CHECK DATE: 10/09/2020                              |      |            |           |         |             |            |      |     |                           |
| 104751 IMPACT MAILING OF MINNESOTA INC              |      |            |           |         |             |            |      |     |                           |
| 149348                                              |      | 09/30/2020 | 102020    | 335278  | 9,010.23    | 10/31/2020 | INV  | PD  | Sep Bills                 |
| CHECK DATE: 10/20/2020                              |      |            |           |         |             |            |      |     |                           |
| 109181 JOHNSON, SUSAN                               |      |            |           |         |             |            |      |     |                           |
| 10010082                                            |      | 09/21/2020 | 102020    | 335279  | 75.67       | 10/21/2020 | INV  | PD  | CREDIT BALANCE REFUND-152 |
| CHECK DATE: 10/20/2020                              |      |            |           |         |             |            |      |     |                           |
| 108948 AUDRANN INC                                  |      |            |           |         |             |            |      |     |                           |
| 1276295                                             |      | 10/01/2020 | 102020    | 335280  | 356.64      | 11/15/2020 | INV  | PD  | HVAC BELTS/PARTS-CURLING/ |
| CHECK DATE: 10/20/2020                              |      |            |           |         |             |            |      |     |                           |
| 1276648                                             |      | 09/30/2020 | 102020    | 335280  | 18.61       | 10/30/2020 | INV  | PD  | HVAC BELTS-MSB            |
| CHECK DATE: 10/20/2020                              |      |            |           |         |             |            |      |     |                           |
| 1276950                                             |      | 10/01/2020 | 102020    | 335280  | -255.53     | 11/01/2020 | CRM  | PD  | RETURN PART FOR MSB HVAC  |
| CHECK DATE: 10/20/2020                              |      |            |           |         |             |            |      |     |                           |
| 1276960                                             |      | 10/01/2020 | 102020    | 335280  | -15.74      | 11/01/2020 | CRM  | PD  | RETURN CARBON DIOXIDE FIL |





10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 14  
apinvlst

| INVOICE                                   | P.O.   | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
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| CHECK DATE: 10/20/2020                    |        |            |           |         |             |            |      |     |                           |
| 100972 JT SERVICES OF MINNESOTA           |        |            |           |         | 103.98      |            |      |     |                           |
| JT20-275-06                               |        | 10/02/2020 | 102020    | 335281  | 386.09      | 11/01/2020 | INV  | PD  | LENSES-PLAZA BOLLARD LIGH |
| CHECK DATE: 10/20/2020                    |        |            |           |         |             |            |      |     |                           |
| 107428 KIVA MANAGEMENT LLC                |        |            |           |         |             |            |      |     |                           |
| 00104083-11/20                            | 200002 | 10/12/2020 | 102020    | 335282  | 317.50      | 11/02/2020 | INV  | PD  | NOV COMMUNITY ROOM DUES   |
| CHECK DATE: 10/20/2020                    |        |            |           |         |             |            |      |     |                           |
| 109180 KOTARS, MARK                       |        |            |           |         |             |            |      |     |                           |
| 10008015                                  |        | 09/21/2020 | 102020    | 335283  | 120.85      | 10/21/2020 | INV  | PD  | CREDIT BALANCE REFUND-145 |
| CHECK DATE: 10/20/2020                    |        |            |           |         |             |            |      |     |                           |
| 109185 KRESSMAN, NICHOLAS                 |        |            |           |         |             |            |      |     |                           |
| 34587                                     |        | 09/21/2020 | 102020    | 335284  | 51.47       | 10/21/2020 | INV  | PD  | CREDIT BALANCE REFUND-560 |
| CHECK DATE: 10/20/2020                    |        |            |           |         |             |            |      |     |                           |
| 101018 KRISS PREMIUM PRODUCTS INC         |        |            |           |         |             |            |      |     |                           |
| 168835                                    |        | 09/28/2020 | 102020    | 335285  | 908.50      | 10/28/2020 | INV  | PD  | Condensing Tower Treatmen |
| CHECK DATE: 10/20/2020                    |        |            |           |         |             |            |      |     |                           |
| 101050 LAW ENFORCEMENT LABOR SERVICES INC |        |            |           |         |             |            |      |     |                           |
| October 2020                              |        | 10/09/2020 | 100920    | 335199  | 1,488.00    | 10/09/2020 | INV  | PD  | October 2020 Police Union |
| CHECK DATE: 10/09/2020                    |        |            |           |         |             |            |      |     |                           |
| 101056 LEAGUE OF MINNESOTA CITIES         |        |            |           |         |             |            |      |     |                           |
| 6130                                      |        | 09/18/2020 | 102020    | 335286  | 3,907.71    | 10/18/2020 | INV  | PD  | TRUCK HIT CLAIMANTS VEHIC |
| CHECK DATE: 10/20/2020                    |        |            |           |         |             |            |      |     |                           |
| 101071 LENZEN CHEVROLET BUICK INC         |        |            |           |         |             |            |      |     |                           |
| 291623                                    |        | 10/05/2020 | 102020    | 335287  | 85.00       | 11/05/2020 | INV  | PD  | #705 DOOR LOCK REPAIR     |
| CHECK DATE: 10/20/2020                    |        |            |           |         |             |            |      |     |                           |
| 104938 LEO A DALY COMPANY                 |        |            |           |         |             |            |      |     |                           |
| 023-10321-0001-00002                      |        | 09/18/2020 | 102020    | 335288  | 64,976.44   | 10/21/2020 | INV  | PD  | COVID IMPROVEMENTS DESIGN |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 15  
apinvlst

| INVOICE                                     | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|---------------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| CHECK DATE: 10/20/2020                      |      |            |           |         |             |            |      |     |                           |
| 103842 LOCAL GOVERNMENT INFORMATION SYSTEMS |      |            |           |         |             |            |      |     |                           |
| 49336                                       |      | 10/01/2020 | 102020    | 335289  | 752.00      | 10/31/2020 | INV  | PD  | OCT SA SUPPORT            |
| CHECK DATE: 10/20/2020                      |      |            |           |         |             |            |      |     |                           |
| 104469 LOVE, MICHELLE                       |      |            |           |         |             |            |      |     |                           |
| 220498740-2020                              |      | 10/05/2020 | 102020    | 335290  | 3,442.50    | 11/05/2020 | INV  | PD  | OCT REBATE-SOLAR SYSTEM   |
| CHECK DATE: 10/20/2020                      |      |            |           |         |             |            |      |     |                           |
| 101115 LUTHYS SANDBLASTING & PAINTING INC   |      |            |           |         |             |            |      |     |                           |
| 2528                                        |      | 09/24/2020 | 102020    | 335291  | 150.00      | 10/24/2020 | INV  | PD  | BOLLARDS FOR CITY HALL PO |
| CHECK DATE: 10/20/2020                      |      |            |           |         |             |            |      |     |                           |
| 103449 MADDEN GALANTER HANSEN LLP           |      |            |           |         |             |            |      |     |                           |
| 83014                                       |      | 10/02/2020 | 102020    | 335292  | 646.00      | 11/02/2020 | INV  | PD  | AUG LEGAL                 |
| CHECK DATE: 10/20/2020                      |      |            |           |         |             |            |      |     |                           |
| 104521 MANGOLD GROUP LLC                    |      |            |           |         |             |            |      |     |                           |
| 18671                                       |      | 09/30/2020 | 102020    | 335293  | 4,600.00    | 10/30/2020 | INV  | PD  | SHADOW WOOD CT IMPROVEMEN |
| CHECK DATE: 10/20/2020                      |      |            |           |         |             |            |      |     |                           |
| 18717                                       |      | 09/30/2020 | 102020    | 335293  | 2,040.00    | 10/30/2020 | INV  | PD  | SEP MT PLEASANT MAINT     |
| CHECK DATE: 10/20/2020                      |      |            |           |         |             |            |      |     |                           |
|                                             |      |            |           |         | 6,640.00    |            |      |     |                           |
| 103176 MANSFIELD OIL COMPANY                |      |            |           |         |             |            |      |     |                           |
| 127962                                      |      | 10/02/2020 | 102020    | 335294  | 8,182.50    | 11/01/2020 | INV  | PD  | UNLEADED FUEL             |
| CHECK DATE: 10/20/2020                      |      |            |           |         |             |            |      |     |                           |
| 127963                                      |      | 10/02/2020 | 102020    | 335294  | 3,562.58    | 11/02/2020 | INV  | PD  | DYED DIESEL               |
| CHECK DATE: 10/20/2020                      |      |            |           |         |             |            |      |     |                           |
| 127964                                      |      | 10/02/2020 | 102020    | 335294  | 1,762.05    | 11/02/2020 | INV  | PD  | COLD PRO ADDITIVED FOR DI |
| CHECK DATE: 10/20/2020                      |      |            |           |         |             |            |      |     |                           |
|                                             |      |            |           |         | 13,507.13   |            |      |     |                           |
| 107796 DAWN MARIE MARTIN                    |      |            |           |         |             |            |      |     |                           |
| 82879                                       |      | 10/06/2020 | 102020    | 335295  | 70.20       | 11/06/2020 | INV  | PD  | ZUMBA INSTRUCTION 9/12, 9 |
| CHECK DATE: 10/20/2020                      |      |            |           |         |             |            |      |     |                           |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 16  
apinvlst

| INVOICE                            | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| 103343 MCLAUGHLIN GORMLEY KING     |      |            |           |         |             |            |      |     |                           |
| 260200000-2020-3                   |      | 10/05/2020 | 102020    | 335296  | 150.00      | 11/05/2020 | INV  | PD  | OCT REBATE-BUSINESS LIGHT |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 107910 RORY DEMESY                 |      |            |           |         |             |            |      |     |                           |
| 2025001                            |      | 10/05/2020 | 102020    | 335297  | 8,860.66    | 11/05/2020 | INV  | PD  | STREET CLOCK RESTORATION- |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 101168 MELCHERT HUBERT SJODIN PLLP |      |            |           |         |             |            |      |     |                           |
| 153249                             |      | 10/08/2020 | 102020    | 335298  | 213.00      | 11/08/2020 | INV  | PD  | GENERAL FUND LEGAL        |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153250                             |      | 10/08/2020 | 102020    | 335298  | 355.00      | 11/08/2020 | INV  | PD  | COUNCIL MTS-SEP           |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153251                             |      | 10/08/2020 | 102020    | 335298  | 192.85      | 11/08/2020 | INV  | PD  | NE COLLECTOR ASSESSMENT   |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153252                             |      | 10/08/2020 | 102020    | 335298  | 660.00      | 11/08/2020 | INV  | PD  | GENERAL FUND LEGAL        |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153276                             |      | 10/08/2020 | 102020    | 335298  | 1,186.95    | 11/08/2020 | INV  | PD  | CSAH 44 & HWY 212 PARCEL  |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153277                             |      | 10/08/2020 | 102020    | 335298  | 164.05      | 11/08/2020 | INV  | PD  | PROBATE COURT-COTTRELL-NE |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153278                             |      | 10/08/2020 | 102020    | 335298  | 38.60       | 11/08/2020 | INV  | PD  | POPPLER/SCHALOW PROPERTY  |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153279                             |      | 10/08/2020 | 102020    | 335298  | 3,560.85    | 11/08/2020 | INV  | PD  | MISC LEGAL                |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153280                             |      | 10/08/2020 | 102020    | 335298  | 8,414.80    | 11/08/2020 | INV  | PD  | HAZELTINE SHORES-PAR 30   |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153281                             |      | 10/08/2020 | 102020    | 335298  | 3,676.65    | 11/08/2020 | INV  | PD  | DEL WEBB-HAMMERS PROPERTY |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153282                             |      | 10/08/2020 | 102020    | 335298  | 67.55       | 11/08/2020 | INV  | PD  | CARES ACT                 |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153283                             |      | 10/08/2020 | 102020    | 335298  | 555.00      | 11/08/2020 | INV  | PD  | HWY 41 DT REDEVELOPMENT   |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |
| 153289                             |      | 10/08/2020 | 102020    | 335298  | 9,804.40    | 11/08/2020 | INV  | PD  | UNITED PROPERTIES-COSTCO, |
| CHECK DATE: 10/20/2020             |      |            |           |         |             |            |      |     |                           |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 17  
apinvlst

| INVOICE                                          | P.O.       | INV DATE   | CHECK RUN | CHECK # | INVOICE NET           | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|--------------------------------------------------|------------|------------|-----------|---------|-----------------------|------------|------|-----|---------------------------|
| 101183 METROPOLITAN COUNCIL                      |            |            |           |         | 28,889.70             |            |      |     |                           |
| SEP 2020 SAC                                     |            | 09/30/2020 | 102020    | 335299  | 29,521.80             | 10/30/2020 | INV  | PD  | SEP SAC CHARGES           |
| CHECK DATE:                                      | 10/20/2020 |            |           |         |                       |            |      |     |                           |
| 101182 METROPOLITAN COUNCIL                      |            |            |           |         |                       |            |      |     |                           |
| 0001114928                                       |            | 10/06/2020 | 102020    | 335300  | 222,961.60            | 11/01/2020 | INV  | PD  | NOV SEWER SERVICES FOR ME |
| CHECK DATE:                                      | 10/20/2020 |            |           |         |                       |            |      |     |                           |
| 101187 METRO SALES INC                           |            |            |           |         |                       |            |      |     |                           |
| INV1670762                                       |            | 09/24/2020 | 102020    | 335301  | 159.00                | 10/24/2020 | INV  | PD  | OCT FD COPIER             |
| CHECK DATE:                                      | 10/20/2020 |            |           |         |                       |            |      |     |                           |
| INV1677512                                       |            | 10/05/2020 | 102020    | 335301  | 197.00                | 11/04/2020 | INV  | PD  | Contract Invoice-PD       |
| CHECK DATE:                                      | 10/20/2020 |            |           |         |                       |            |      |     |                           |
|                                                  |            |            |           |         | 356.00                |            |      |     |                           |
| 102688 MINNESOTA STATE COLLEGES AND UNIVERSITIES |            |            |           |         |                       |            |      |     |                           |
| 47334                                            |            | 10/08/2020 | 102020    | 335302  | 198.00                | 11/08/2020 | INV  | PD  | 4 HR Drivers Safety Instr |
| CHECK DATE:                                      | 10/20/2020 |            |           |         |                       |            |      |     |                           |
| 109189 MICHACA, NORMA                            |            |            |           |         |                       |            |      |     |                           |
| 32557                                            |            | 09/30/2020 | 102020    | 335303  | 160.82                | 10/30/2020 | INV  | PD  | CREDIT BALANCE REFUND-417 |
| CHECK DATE:                                      | 10/20/2020 |            |           |         | PAYEE: MICHACA, NORMA |            |      |     |                           |
| 101196 MID COUNTY COOP #122622                   |            |            |           |         |                       |            |      |     |                           |
| 50105                                            |            | 09/18/2020 | 101320    | 335208  | 543.60                | 10/18/2020 | INV  | PD  | 300 GLS DIESEL-TC         |
| CHECK DATE:                                      | 10/13/2020 |            |           |         |                       |            |      |     |                           |
| 50106                                            |            | 09/18/2020 | 101320    | 335208  | 638.70                | 10/18/2020 | INV  | PD  | 300 GLS GAS-TC            |
| CHECK DATE:                                      | 10/13/2020 |            |           |         |                       |            |      |     |                           |
|                                                  |            |            |           |         | 1,182.30              |            |      |     |                           |
| 105998 MILBANK WINWATER WORKS                    |            |            |           |         |                       |            |      |     |                           |
| 167091 00                                        | 200187     | 10/06/2020 | 102020    | 335304  | 12,966.73             | 11/05/2020 | INV  | PD  | WATER STOCK MI NODES AND  |
| CHECK DATE:                                      | 10/20/2020 |            |           |         |                       |            |      |     |                           |
| 101217 MINNESOTA CHILD SUPPORT PMT CTR           |            |            |           |         |                       |            |      |     |                           |
| PR1009200014172152                               |            | 10/09/2020 | 100920    | 335201  | 195.66                | 10/09/2020 | INV  | PD  | 100920 Payroll Child Supp |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 18  
apinvlst

| INVOICE                                      | P.O.   | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
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| CHECK DATE: 10/09/2020                       |        |            |           |         |             |            |      |     |                           |
| PR100920001510208001                         |        | 10/09/2020 | 100920    | 335200  | 179.04      | 10/09/2020 | INV  | PD  | 100920 Payroll Child Supp |
| CHECK DATE: 10/09/2020                       |        |            |           |         |             |            |      |     |                           |
|                                              |        |            |           |         | 374.70      |            |      |     |                           |
| 101229 MINNESOTA DEPT OF EMPLOYMENT          |        |            |           |         |             |            |      |     |                           |
| 9                                            | 200033 | 10/12/2020 | 102020    | 335305  | 2,433.64    | 11/15/2020 | INV  | PD  | FORMACOAT LLC LOAN REPAYM |
| CHECK DATE: 10/20/2020                       |        |            |           |         |             |            |      |     |                           |
| 101227 MINNESOTA ELEVATOR INC                |        |            |           |         |             |            |      |     |                           |
| 874928                                       |        | 10/01/2020 | 102020    | 335306  | 405.92      | 11/01/2020 | INV  | PD  | Oct CCC Elevator Service  |
| CHECK DATE: 10/20/2020                       |        |            |           |         |             |            |      |     |                           |
| 101247 MINNESOTA MUNICIPAL UTILITIES ASSN    |        |            |           |         |             |            |      |     |                           |
| 56020                                        |        | 10/07/2020 | 102020    | 335307  | 1,390.00    | 11/06/2020 | INV  | PD  | FIRSTLINE SUPERVISION REG |
| CHECK DATE: 10/20/2020                       |        |            |           |         |             |            |      |     |                           |
| 101265 MINNESOTA ROADWAYS CO                 |        |            |           |         |             |            |      |     |                           |
| 83909                                        |        | 09/16/2020 | 102020    | 335308  | 1,446.00    | 10/16/2020 | INV  | PD  | OIL FOR OIL DISTRIBUTOR   |
| CHECK DATE: 10/20/2020                       |        |            |           |         |             |            |      |     |                           |
| 101303 MINNESOTA TEAMSTERS LOCAL #320        |        |            |           |         |             |            |      |     |                           |
| October 2020                                 |        | 10/09/2020 | 101320    | 335209  | 4,454.00    | 10/09/2020 | INV  | PD  | October 2020 Local #320 U |
| CHECK DATE: 10/13/2020                       |        |            |           |         |             |            |      |     |                           |
| 101276 MINNESOTA VALLEY ELECTRIC COOPERATIVE |        |            |           |         |             |            |      |     |                           |
| 107050711/SEP20                              |        | 09/28/2020 | 101320    | 335210  | 794.86      | 10/22/2020 | INV  | PD  | SEP ST LITES-TOWN COURSE  |
| CHECK DATE: 10/13/2020                       |        |            |           |         |             |            |      |     |                           |
| 121770311/SEP20                              |        | 09/28/2020 | 101520    | 335396  | 24.81       | 10/22/2020 | INV  | PD  | SEP 4255 CREEK RD         |
| CHECK DATE: 10/15/2020                       |        |            |           |         |             |            |      |     |                           |
| 778377500/SEP20                              |        | 10/07/2020 | 101520    | 335396  | 105.65      | 11/02/2020 | INV  | PD  | SEP 12500 CTY RD 11 SIGNA |
| CHECK DATE: 10/15/2020                       |        |            |           |         |             |            |      |     |                           |
| 778377800/SEP20                              |        | 10/07/2020 | 101520    | 335396  | 56.09       | 11/02/2020 | INV  | PD  | SEP 4250 ENGLER BLVD SIGN |
| CHECK DATE: 10/15/2020                       |        |            |           |         |             |            |      |     |                           |
| 778377900/SEP20                              |        | 10/07/2020 | 101520    | 335396  | 54.35       | 11/02/2020 | INV  | PD  | SEP 4100 ENGLER BLVD SIGN |
| CHECK DATE: 10/15/2020                       |        |            |           |         |             |            |      |     |                           |
| 781385500/SEP20                              |        | 10/07/2020 | 101520    | 335396  | 10.47       | 11/02/2020 | INV  | PD  | SEP 4463 CTY RD 44        |





10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 19  
apinvlst

| INVOICE                                   | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|-------------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| CHECK DATE: 10/15/2020                    |      |            |           |         |             |            |      |     |                           |
| 101341 MINNESOTA DEPT OF LABOR & INDUSTRY |      |            |           |         | 1,046.23    |            |      |     |                           |
| ALR0110254X                               |      | 09/26/2020 | 102020    | 335309  | 100.00      | 10/26/2020 | INV  | PD  | CITY HALL ELEVATOR (MAIN) |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| ALR0111189X                               |      | 09/26/2020 | 102020    | 335309  | 100.00      | 10/26/2020 | INV  | PD  | CITY HALL LIBRARY ELEVATO |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| SEPTEMBER0190352020                       |      | 09/30/2020 | 102020    | 335310  | 2,533.72    | 10/30/2020 | INV  | PD  | SEP PERMIT SURCHARGES     |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 101351 MN DEPARTMENT OF TRANSPORTATION    |      |            |           |         | 2,733.72    |            |      |     |                           |
| P00012399                                 |      | 09/22/2020 | 101320    | 335211  | 2,923.08    | 10/22/2020 | INV  | PD  | INTERCHANGE-MATERIAL TEST |
| CHECK DATE: 10/13/2020                    |      |            |           |         |             |            |      |     |                           |
| 105995 MONEY MOVERS INC                   |      |            |           |         |             |            |      |     |                           |
| 133142                                    |      | 10/04/2020 | 102020    | 335311  | 10.00       | 11/05/2020 | INV  | PD  | Sep Health Ins Reimbursem |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 105853 MOR GOLF AND UTILITY INC           |      |            |           |         |             |            |      |     |                           |
| 21157                                     |      | 09/24/2020 | 102020    | 335312  | 48.17       | 10/24/2020 | INV  | PD  | GOLF CART PARTS           |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 21425                                     |      | 10/06/2020 | 102020    | 335312  | 181.80      | 11/06/2020 | INV  | PD  | MAINT CART DEIONIZER      |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 103236 MRA-THE MANAGEMENT ASSOCIATION     |      |            |           |         | 229.97      |            |      |     |                           |
| 00372524                                  |      | 09/04/2020 | 102020    | 335313  | 393.75      | 10/04/2020 | INV  | PD  | AUG COMPENSATION SERVICES |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 106657 MUNICIPAL ASSET MANAGEMENT INC     |      |            |           |         |             |            |      |     |                           |
| 0617901                                   |      | 10/01/2020 | 102020    | 335314  | 4,357.03    | 11/15/2020 | INV  | PD  | CCC FITNESS EQUIP LEASE P |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 0617902                                   |      | 10/01/2020 | 102020    | 335314  | 151.05      | 11/15/2020 | INV  | PD  | CCC SCIFIT PRO LEASE PMT  |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |





10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 20  
apinvlst

| INVOICE                                   | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
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| 106198 NAVIANT INC                        |      |            |           |         | 4,508.08    |            |      |     |                           |
| 0141513-IN<br>CHECK DATE: 10/20/2020      |      | 10/01/2020 | 102020    | 335315  | 2,955.00    | 10/21/2020 | INV  | PD  | SEP ONBASE HOSTING FEE    |
| 101253 BUSINESS PLANNING CONCEPTS INC     |      |            |           |         |             |            |      |     |                           |
| 383600102020<br>CHECK DATE: 10/02/2020    |      | 09/14/2020 | 100220    | 335195  | 144.00      | 10/10/2020 | INV  | PD  | OCT PERA LIFE PREMIUMS    |
| 105875 NETWORKFLEET INC                   |      |            |           |         |             |            |      |     |                           |
| OSV000002247636<br>CHECK DATE: 10/20/2020 |      | 10/01/2020 | 102020    | 335316  | 259.04      | 11/01/2020 | INV  | PD  | Data Processing - GPS     |
| 102654 NORTH AMERICAN SAFETY INC          |      |            |           |         |             |            |      |     |                           |
| INV53388<br>CHECK DATE: 10/20/2020        |      | 09/28/2020 | 102020    | 335317  | 209.46      | 11/28/2020 | INV  | PD  | PPE CLOTHING, MARKING PAI |
| 101409 BIESANZ CHEMICALS INC              |      |            |           |         |             |            |      |     |                           |
| 6523<br>CHECK DATE: 10/20/2020            |      | 10/01/2020 | 102020    | 335318  | 132.69      | 10/31/2020 | INV  | PD  | Floor Wax Stripper        |
| 101436 NUCO2 INC                          |      |            |           |         |             |            |      |     |                           |
| 64108547<br>CHECK DATE: 10/20/2020        |      | 10/01/2020 | 102020    | 335319  | 169.56      | 11/01/2020 | INV  | PD  | Pool Chemicals            |
| 105035 RED BEARD LLC                      |      |            |           |         |             |            |      |     |                           |
| 2008<br>CHECK DATE: 10/20/2020            |      | 09/24/2020 | 102020    | 335320  | 354.00      | 10/24/2020 | INV  | PD  | DINNER FOR COVID COURSE V |
| 2009<br>CHECK DATE: 10/20/2020            |      | 09/26/2020 | 102020    | 335320  | 3,000.00    | 10/26/2020 | INV  | PD  | OAK 19 MEALS FOR 9/26 6/6 |
| 101445 OFFICE DEPOT                       |      |            |           |         | 3,354.00    |            |      |     |                           |
| 122151788001<br>CHECK DATE: 10/20/2020    |      | 09/04/2020 | 102020    | 335321  | 29.99       | 10/04/2020 | INV  | PD  | COPY PAPER                |
| 125624081001<br>CHECK DATE: 10/20/2020    |      | 09/23/2020 | 102020    | 335321  | 75.69       | 10/24/2020 | INV  | PD  | Legal File Folders-Bldg I |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 21  
apinvlst

| INVOICE                                           | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|---------------------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| 126675939001<br>CHECK DATE: 10/20/2020            |      | 09/29/2020 | 102020    | 335321  | 33.78       | 10/31/2020 | INV  | PD  | A-Z File Folders-Bldg Ins |
| 126677939001<br>CHECK DATE: 10/20/2020            |      | 09/23/2020 | 102020    | 335321  | 16.99       | 10/24/2020 | INV  | PD  | Magnifier Glass-Bldg Insp |
| 126678636001<br>CHECK DATE: 10/20/2020            |      | 09/23/2020 | 102020    | 335321  | 7.29        | 10/24/2020 | INV  | PD  | Pen Cup-Bldg Insp         |
| 126678640001<br>CHECK DATE: 10/20/2020            |      | 09/23/2020 | 102020    | 335321  | 34.99       | 10/24/2020 | INV  | PD  | Copy Paper for the Work R |
| 126686453001<br>CHECK DATE: 10/20/2020            |      | 09/29/2020 | 102020    | 335321  | 20.31       | 10/31/2020 | INV  | PD  | Ink Cartridge for Vicki a |
| 127953177001<br>CHECK DATE: 10/20/2020            |      | 10/02/2020 | 102020    | 335322  | 20.65       | 11/06/2020 | INV  | PD  | Hand soap                 |
| 127955901001<br>CHECK DATE: 10/20/2020            |      | 10/02/2020 | 102020    | 335322  | 4.94        | 11/06/2020 | INV  | PD  | Dish soap                 |
|                                                   |      |            |           |         | 244.63      |            |      |     |                           |
| 101465 ON SITE SANITATION INC                     |      |            |           |         |             |            |      |     |                           |
| 0001010520<br>CHECK DATE: 10/20/2020              |      | 09/24/2020 | 102020    | 335323  | 30.00       | 10/24/2020 | INV  | PD  | SUNSET PARK               |
| 0001017286<br>CHECK DATE: 10/20/2020              |      | 10/03/2020 | 102020    | 335323  | 155.00      | 11/02/2020 | INV  | PD  | TOWN COURSE MAINTENANCE   |
| 0001017287<br>CHECK DATE: 10/20/2020              |      | 10/03/2020 | 102020    | 335323  | 215.00      | 11/02/2020 | INV  | PD  | SUNSET PARK               |
| 0001017288<br>CHECK DATE: 10/20/2020              |      | 10/03/2020 | 102020    | 335323  | 215.00      | 11/02/2020 | INV  | PD  | CLOVER RIDGE SOCCER FIELD |
| 0001017289<br>CHECK DATE: 10/20/2020              |      | 10/03/2020 | 102020    | 335323  | 80.00       | 11/02/2020 | INV  | PD  | PAR 30                    |
| 0001017290<br>CHECK DATE: 10/20/2020              |      | 10/03/2020 | 102020    | 335323  | 215.00      | 11/02/2020 | INV  | PD  | CITY SQUARE PARK          |
| 0001017291<br>CHECK DATE: 10/20/2020              |      | 10/03/2020 | 102020    | 335323  | 155.00      | 11/03/2020 | INV  | PD  | TOWN COURSE               |
|                                                   |      |            |           |         | 1,065.00    |            |      |     |                           |
| 101536 PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC |      |            |           |         |             |            |      |     |                           |
| 3104250925<br>CHECK DATE: 10/20/2020              |      | 09/29/2020 | 102020    | 335324  | 499.14      | 10/29/2020 | INV  | PD  | POSTAGE METER RENTAL 7/30 |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

IP 22  
apinvlst

| INVOICE     | P.O.                         | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
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| 101539      | PLAISTED COMPANIES INC       |            |           |         |             |            |      |     |                           |
| 37233       |                              | 09/30/2020 | 102020    | 335325  | 909.62      | 10/30/2020 | INV  | PD  | TOPDRESSING SAND          |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
| 101557      | POWER SYSTEM ENGINEERING INC |            |           |         |             |            |      |     |                           |
| 9035075     |                              | 10/06/2020 | 102020    | 335326  | 23,333.50   | 11/06/2020 | INV  | PD  | MRS 115KV BRKR ADD'N - EN |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
| 101571      | PREMIUM WATERS INC           |            |           |         |             |            |      |     |                           |
| 317772397   |                              | 09/30/2020 | 102020    | 335327  | 61.85       | 10/31/2020 | INV  | PD  | Water cooler-PD Qtrly     |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
| 101591      | PUMP AND METER SERVICE INC   |            |           |         |             |            |      |     |                           |
| 119750-3J   |                              | 09/10/2020 | 102020    | 335328  | 20,714.00   | 10/10/2020 | INV  | PD  | TRUCK HOIST INSTALL-FINAL |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
| 103055      | QUALITY PROPANE INC          |            |           |         |             |            |      |     |                           |
| 204212      |                              | 09/28/2020 | 102020    | 335329  | 83.10       | 10/28/2020 | INV  | PD  | LP Gas-CCC                |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
| 204397      |                              | 10/05/2020 | 102020    | 335329  | 107.29      | 11/04/2020 | INV  | PD  | LP Gas-CCC                |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
|             |                              |            |           |         | 190.39      |            |      |     |                           |
| 107855      | STAPLES INC                  |            |           |         |             |            |      |     |                           |
| 10470958    |                              | 09/15/2020 | 102020    | 335331  | 13.09       | 10/15/2020 | INV  | PD  | PENS                      |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
| 10476002    |                              | 09/15/2020 | 102020    | 335331  | 239.46      | 10/15/2020 | INV  | PD  | OFFICE SUPPLIES           |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
| 10547113    |                              | 09/17/2020 | 102020    | 335331  | 66.95       | 10/17/2020 | INV  | PD  | OFFICE SUPPLIES           |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
| 10739011    |                              | 09/23/2020 | 102020    | 335332  | 64.95       | 10/23/2020 | INV  | PD  | Wireless Mouse (5)        |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
| 10741551    |                              | 09/23/2020 | 102020    | 335332  | 25.78       | 10/23/2020 | INV  | PD  | CARD STOCK                |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
| 10897424    |                              | 09/29/2020 | 102020    | 335330  | 79.97       | 10/29/2020 | INV  | PD  | Printer cartridges at hom |
| CHECK DATE: | 10/20/2020                   |            |           |         |             |            |      |     |                           |
| 11124769    |                              | 10/07/2020 | 102020    | 335330  | 17.59       | 11/06/2020 | INV  | PD  | COVID Elections yellow pa |



10/15/2020 14:38  
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City of Chaska  
VENDOR INVOICE LIST

P 23  
apinvlst

| INVOICE                                   | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
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| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 101684 R & R SPECIALTIES OF WISCONSIN INC |      |            |           |         | 507.79      |            |      |     |                           |
| 0071217-IN                                |      | 10/07/2020 | 102020    | 335333  | 42.50       | 11/07/2020 | INV  | PD  | Resurfacer Blade Sharpeni |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 0071287-IN                                |      | 10/12/2020 | 102020    | 335333  | 42.50       | 11/12/2020 | INV  | PD  | Resurfacer Blade Sharpeni |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 109191 REACH SPORTS MARKETING GROUP INC   |      |            |           |         | 85.00       |            |      |     |                           |
| 66774                                     |      | 04/02/2020 | 101320    | 335212  | 1,121.19    | 11/05/2020 | INV  | PD  | Scrolling Screen Schedule |
| CHECK DATE: 10/13/2020                    |      |            |           |         |             |            |      |     |                           |
| 101642 RHOMAR INDUSTRIES INC              |      |            |           |         |             |            |      |     |                           |
| 97686                                     |      | 09/29/2020 | 102020    | 335334  | 6,092.14    | 10/29/2020 | INV  | PD  | DEICER FOR SIDEWALKS AND  |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 101652 RIES HEATING & A/C INC             |      |            |           |         |             |            |      |     |                           |
| 19956                                     |      | 09/22/2020 | 102020    | 335335  | 3,065.00    | 10/22/2020 | INV  | PD  | REPLACE ECM BLOWER AT STA |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 109183 RINGSTAD, BRETT                    |      |            |           |         |             |            |      |     |                           |
| 33460                                     |      | 09/21/2020 | 102020    | 335336  | 82.02       | 10/21/2020 | INV  | PD  | CREDIT BALANCE REFUND-103 |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 109193 RJM CONSTRUCTION LLC               |      |            |           |         |             |            |      |     |                           |
| 2052010101                                |      | 10/06/2020 | 102020    | 335337  | 104,004.35  | 11/06/2020 | INV  | PD  | COVID FACILITY IMPROVEMEN |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 101668 ROBBS ELECTRIC INC                 |      |            |           |         |             |            |      |     |                           |
| 36998                                     |      | 10/06/2020 | 102020    | 335338  | 84.00       | 11/06/2020 | INV  | PD  | LIGHT BULBS FOR CITY CLOC |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 103251 ROBERT THOMAS HOMES INC            |      |            |           |         |             |            |      |     |                           |
| 3981                                      |      | 10/14/2020 | 102020    | 335339  | 750.00      | 11/14/2020 | INV  | PD  | BLDR DEP REF-3981 PAINTED |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 24  
apinvlst

| INVOICE                             | P.O.       | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
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| 101673 ROCHESTER MIDLAND CORP       |            |            |           |         |             |            |      |     |                           |
| INV00215227                         |            | 10/05/2020 | 102020    | 335340  | 799.20      | 11/04/2020 | INV  | PD  | CITY HALL ANNUAL SVC 10/2 |
| CHECK DATE:                         | 10/20/2020 |            |           |         |             |            |      |     |                           |
| INV00216616                         |            | 10/05/2020 | 102020    | 335340  | 740.96      | 11/04/2020 | INV  | PD  | MSB ANNUAL SVC 10/20-9/21 |
| CHECK DATE:                         | 10/20/2020 |            |           |         |             |            |      |     |                           |
|                                     |            |            |           |         | 1,540.16    |            |      |     |                           |
| 101696 RYAN CONTRACTING CO          |            |            |           |         |             |            |      |     |                           |
| 52492100-3                          |            | 10/01/2020 | 102020    | 335341  | 974,999.73  | 11/01/2020 | INV  | PD  | 2020 DT RECONSTRUCTION    |
| CHECK DATE:                         | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 101703 SALVATION ARMY               |            |            |           |         |             |            |      |     |                           |
| SEP/20 HS                           |            | 10/09/2020 | 102020    | 335342  | 141.00      | 11/09/2020 | INV  | PD  | SEP HEAT SHARE CONTRIBUTI |
| CHECK DATE:                         | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 101738 SCHILLING SUPPLY COMPANY     |            |            |           |         |             |            |      |     |                           |
| 771695-01                           |            | 09/28/2020 | 102020    | 335343  | 1,550.36    | 10/28/2020 | INV  | PD  | Backpack Electrostatic Sp |
| CHECK DATE:                         | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 794132-00                           |            | 09/22/2020 | 102020    | 335343  | -41.91      | 10/21/2020 | CRM  | PD  | Credit for Missing Alpha  |
| CHECK DATE:                         | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 795041-00                           |            | 09/29/2020 | 102020    | 335343  | 1,336.65    | 10/29/2020 | INV  | PD  | Cleaning Supplies & Gym W |
| CHECK DATE:                         | 10/20/2020 |            |           |         |             |            |      |     |                           |
|                                     |            |            |           |         | 2,845.10    |            |      |     |                           |
| 108983 SCHNABEL, MICHAEL            |            |            |           |         |             |            |      |     |                           |
| 2008566.002                         |            | 09/29/2020 | 102020    | 335344  | 50.00       | 10/29/2020 | INV  | PD  | RFD-BALANCE-CUSTOMER CANC |
| CHECK DATE:                         | 10/20/2020 |            |           |         |             |            |      |     | PAYEE: SCHNABEL, MICHAEL  |
| 108545 SEFKAR, RANDY                |            |            |           |         |             |            |      |     |                           |
| 2008565.002                         |            | 09/29/2020 | 102020    | 335345  | 27.50       | 10/29/2020 | INV  | PD  | RFD-MEMBERSHIP TRANSFER-F |
| CHECK DATE:                         | 10/20/2020 |            |           |         |             |            |      |     | PAYEE: SEFKAR, RANDY      |
| 105713 TOWING SERVICES INC          |            |            |           |         |             |            |      |     |                           |
| 203889                              |            | 08/26/2020 | 102020    | 335346  | 110.50      | 11/01/2020 | INV  | PD  | Towing - Investigation IC |
| CHECK DATE:                         | 10/20/2020 |            |           |         |             |            |      |     |                           |
| 101779 LAKE MINNETONKA HARDWARE INC |            |            |           |         |             |            |      |     |                           |





10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 25  
apinvlst

| INVOICE                                | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION                          |
|----------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|----------------------------------------------|
| 145179<br>CHECK DATE: 10/20/2020       |      | 09/21/2020 | 102020    | 335347  | 1.00        | 11/06/2020 | INV  | PD  | HARDWARE                                     |
| 109195 SINGH, RADHA                    |      |            |           |         |             |            |      |     |                                              |
| 2008557.002<br>CHECK DATE: 10/20/2020  |      | 09/25/2020 | 102020    | 335348  | 54.85       | 10/25/2020 | INV  | PD  | RFD-MEMBERSHIP REFUND<br>PAYEE: SINGH, RADHA |
| 109179 SMABY, PAUL                     |      |            |           |         |             |            |      |     |                                              |
| 10005957<br>CHECK DATE: 10/20/2020     |      | 09/21/2020 | 102020    | 335349  | 135.57      | 10/21/2020 | INV  | PD  | CREDIT BALANCE REFUND-238                    |
| 101828 SOUTHWEST NEWS MEDIA            |      |            |           |         |             |            |      |     |                                              |
| 2113253<br>CHECK DATE: 10/20/2020      |      | 09/24/2020 | 102020    | 335350  | 54.32       | 10/25/2020 | INV  | PD  | ASSESSMENT HEARING-DELINQ                    |
| 101847 SRF CONSULTING GROUP INC        |      |            |           |         |             |            |      |     |                                              |
| 12504.00-17<br>CHECK DATE: 10/20/2020  |      | 09/30/2020 | 102020    | 335351  | 35,747.63   | 11/12/2020 | INV  | PD  | TH 212 INTERCHANGE & CSAH                    |
| 101857 ST ANDREWS PRODUCT COMPANY      |      |            |           |         |             |            |      |     |                                              |
| 0000882816<br>CHECK DATE: 10/20/2020   |      | 09/11/2020 | 102020    | 335352  | 618.14      | 10/11/2020 | INV  | PD  | PENCILS-TC                                   |
| 101850 STANTEC CONSULTING SERVICES INC |      |            |           |         |             |            |      |     |                                              |
| 1708184<br>CHECK DATE: 10/20/2020      |      | 09/25/2020 | 102020    | 335353  | 1,710.00    | 10/25/2020 | INV  | PD  | AUG-GENERAL ENGINEERING                      |
| 1708185<br>CHECK DATE: 10/20/2020      |      | 09/25/2020 | 102020    | 335353  | 976.50      | 10/25/2020 | INV  | PD  | AUG-ENG DEPT ASSISTANCE                      |
| 1708186<br>CHECK DATE: 10/20/2020      |      | 09/25/2020 | 102020    | 335353  | 3,251.25    | 10/25/2020 | INV  | PD  | AUG-RECORD PLAN/BASE MAP                     |
| 1708187<br>CHECK DATE: 10/20/2020      |      | 09/25/2020 | 102020    | 335353  | 430.00      | 10/25/2020 | INV  | PD  | AUG-MCKNIGHT WETLAND BANK                    |
| 1708189<br>CHECK DATE: 10/20/2020      |      | 09/25/2020 | 102020    | 335353  | 16,865.20   | 10/25/2020 | INV  | PD  | AUG-CREEK RD TRUNK SEWER                     |
| 1708190<br>CHECK DATE: 10/20/2020      |      | 09/25/2020 | 102020    | 335353  | 3,321.00    | 10/25/2020 | INV  | PD  | AUG-NE COLLECTOR IN SW AR                    |





10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

1P 26  
lapinvlst

| INVOICE                              | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|--------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| 1708191<br>CHECK DATE: 10/20/2020    |      | 09/25/2020 | 102020    | 335353  | 3,621.50    | 10/25/2020 | INV  | PD  | MAY-AUG-LAKE GRACE TRAIL  |
| 1708192<br>CHECK DATE: 10/20/2020    |      | 09/25/2020 | 102020    | 335353  | 397.00      | 10/25/2020 | INV  | PD  | AUG-2019 DT RECONSTRUCTIO |
| 1708193<br>CHECK DATE: 10/20/2020    |      | 09/25/2020 | 102020    | 335353  | 74,033.87   | 10/25/2020 | INV  | PD  | AUG-2020 DT RECONSTRUCTIO |
| 1708194<br>CHECK DATE: 10/20/2020    |      | 09/25/2020 | 102020    | 335353  | 36,479.06   | 10/25/2020 | INV  | PD  | AUG-PAR 30 GOLF COURSE    |
| 1708195<br>CHECK DATE: 10/20/2020    |      | 09/25/2020 | 102020    | 335353  | 1,127.00    | 10/25/2020 | INV  | PD  | AUG-WELL 9 REHABILITATION |
| 1708196<br>CHECK DATE: 10/20/2020    |      | 09/25/2020 | 102020    | 335353  | 117.00      | 10/25/2020 | INV  | PD  | AUG-LYMAN BLVD CITY UTILI |
| 1708197<br>CHECK DATE: 10/20/2020    |      | 09/25/2020 | 102020    | 335353  | 86.00       | 10/25/2020 | INV  | PD  | AUG-HARVEST WEST PARK NAT |
| 1708201<br>CHECK DATE: 10/20/2020    |      | 09/25/2020 | 102020    | 335353  | 1,547.00    | 10/25/2020 | INV  | PD  | AUG-DEL WEBB STORMWATER R |
| 1708202<br>CHECK DATE: 10/20/2020    |      | 09/25/2020 | 102020    | 335353  | 449.00      | 10/25/2020 | INV  | PD  | AUG-HARVEST NORTH STORMWA |
| 1708203<br>CHECK DATE: 10/20/2020    |      | 09/25/2020 | 102020    | 335353  | 2,548.00    | 10/25/2020 | INV  | PD  | AUG-OAK RIDGE STORMWATER  |
| 1708204<br>CHECK DATE: 10/20/2020    |      | 09/25/2020 | 102020    | 335353  | 91.00       | 10/25/2020 | INV  | PD  | AUG-PIONEER VISTA STORMWA |
|                                      |      |            |           |         | 147,050.38  |            |      |     |                           |
| 101884 STOP PROCESSING CENTER        |      |            |           |         |             |            |      |     |                           |
| 18982<br>CHECK DATE: 10/20/2020      |      | 09/30/2020 | 102020    | 335354  | 100.16      | 10/31/2020 | INV  | PD  | Auto Bill Payment Sign-Up |
| 101886 STOP STICK LTD                |      |            |           |         |             |            |      |     |                           |
| 0018651-IN<br>CHECK DATE: 10/20/2020 |      | 09/25/2020 | 102020    | 335355  | 967.00      | 10/25/2020 | INV  | PD  | Stop Sticks Squads 1163/1 |
| 101887 ARMOR INC                     |      |            |           |         |             |            |      |     |                           |
| 58733<br>CHECK DATE: 10/20/2020      |      | 09/30/2020 | 102020    | 335356  | 144.00      | 10/30/2020 | INV  | PD  | SHOP HOIST                |
| 101888 STREICHERS                    |      |            |           |         |             |            |      |     |                           |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 27  
apinvlst

| INVOICE                                  | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|------------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| I1450291<br>CHECK DATE: 10/20/2020       |      | 09/03/2020 | 102020    | 335357  | 16.00       | 10/31/2020 | INV  | PD  | Kjorstad-ID patch         |
| I1450898<br>CHECK DATE: 10/20/2020       |      | 09/08/2020 | 102020    | 335357  | 51.98       | 10/31/2020 | INV  | PD  | Bengtson-Initial Issue    |
| I1451827<br>CHECK DATE: 10/20/2020       |      | 09/14/2020 | 102020    | 335357  | 12.00       | 10/14/2020 | INV  | PD  | Duzan-Embroidery          |
| I1453896<br>CHECK DATE: 10/20/2020       |      | 09/23/2020 | 102020    | 335357  | 1,464.39    | 10/23/2020 | INV  | PD  | Bengtson-Initial Issue-Ve |
| I1456088<br>CHECK DATE: 10/20/2020       |      | 10/02/2020 | 102020    | 335357  | 54.00       | 10/29/2020 | INV  | PD  | Kjorstad-Embroidery       |
| I1456447<br>CHECK DATE: 10/20/2020       |      | 10/05/2020 | 102020    | 335357  | 72.97       | 11/05/2020 | INV  | PD  | Bengtson-Initial Issue-T- |
| I1456520<br>CHECK DATE: 10/20/2020       |      | 10/05/2020 | 102020    | 335357  | 9.99        | 11/05/2020 | INV  | PD  | Bengtson-Initial Issue-Ha |
|                                          |      |            |           |         | 1,681.33    |            |      |     |                           |
| 109045 STRYKER SALES CORPORATION         |      |            |           |         |             |            |      |     |                           |
| 3153640 M<br>CHECK DATE: 10/20/2020      |      | 09/24/2020 | 102020    | 335358  | 1,102.23    | 10/24/2020 | INV  | PD  | LUCAS BATTERY CHARGER     |
| 101892 STUART C IRBY CO                  |      |            |           |         |             |            |      |     |                           |
| S012092126.004<br>CHECK DATE: 10/20/2020 |      | 09/24/2020 | 102020    | 335359  | 379.73      | 10/24/2020 | INV  | PD  | SMALL TOOLS - SCRW DR/SCK |
| 101723 SCHINDLER ELEVATOR CORPORATION    |      |            |           |         |             |            |      |     |                           |
| 8105450693<br>CHECK DATE: 10/20/2020     |      | 10/01/2020 | 102020    | 335360  | 427.59      | 11/01/2020 | INV  | PD  | 4TH QTR FD ELEVATOR MAINT |
| 107380 SUNBELT RENTALS INC               |      |            |           |         |             |            |      |     |                           |
| 105357246-0001<br>CHECK DATE: 10/20/2020 |      | 09/16/2020 | 102020    | 335361  | 302.38      | 10/16/2020 | INV  | PD  | CCC Manlift Rental        |
| 101925 TALLMAN EQUIPMENT CO INC          |      |            |           |         |             |            |      |     |                           |
| 3262853<br>CHECK DATE: 10/20/2020        |      | 09/24/2020 | 102020    | 335362  | 1,307.61    | 10/24/2020 | INV  | PD  | GROUND SET, MEASURING STK |
| 3262895<br>CHECK DATE: 10/20/2020        |      | 09/24/2020 | 102020    | 335362  | 1,124.50    | 10/24/2020 | INV  | PD  | ACSR CABLE CUTTER (3)     |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

IP 28  
apinvlst

| INVOICE                                   | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|-------------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
|                                           |      |            |           |         | 2,432.11    |            |      |     |                           |
| 109178 TALVITIE, LAURA                    |      |            |           |         |             |            |      |     |                           |
| 10004956                                  |      | 09/21/2020 | 102020    | 335363  | 90.01       | 10/21/2020 | INV  | PD  | CREDIT BALANCE REFUND-758 |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 100757 THE GRAPHIC EDGE LLC               |      |            |           |         |             |            |      |     |                           |
| 1444023                                   |      | 09/30/2020 | 102020    | 335364  | 765.87      | 10/30/2020 | INV  | PD  | T-shirts member appreciat |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 1448586                                   |      | 09/30/2020 | 102020    | 335364  | 161.60      | 10/30/2020 | INV  | PD  | Kickball Championship Shi |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
|                                           |      |            |           |         | 927.47      |            |      |     |                           |
| 101956 THE HARTFORD                       |      |            |           |         |             |            |      |     |                           |
| 856140296259                              |      | 09/29/2020 | 100920    | 335202  | 2,813.94    | 10/15/2020 | INV  | PD  | OCT EMP INS PREM-LTD      |
| CHECK DATE: 10/09/2020                    |      |            |           |         |             |            |      |     |                           |
| 101964 PMT EMBROIDERY LLC                 |      |            |           |         |             |            |      |     |                           |
| 18201                                     |      | 09/29/2020 | 102020    | 335365  | 120.00      | 10/29/2020 | INV  | PD  | Kjorstad/Seibert-Embroide |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 18211                                     |      | 10/08/2020 | 102020    | 335365  | 30.00       | 11/08/2020 | INV  | PD  | Bahl-Embroidery           |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
|                                           |      |            |           |         | 150.00      |            |      |     |                           |
| 101966 THYSSENKRUPP ELEVATOR CORPORATION  |      |            |           |         |             |            |      |     |                           |
| 3005504493                                |      | 10/01/2020 | 102020    | 335366  | 3,794.52    | 11/01/2020 | INV  | PD  | CITY HALL SERVICE PERIOD  |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 3005508705                                |      | 10/01/2020 | 102020    | 335366  | 584.46      | 11/01/2020 | INV  | PD  | WTP ELEVATOR MAINTENANCE  |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
|                                           |      |            |           |         | 4,378.98    |            |      |     |                           |
| 104908 TIMESAVER OFF SITE SECRETARIAL INC |      |            |           |         |             |            |      |     |                           |
| M25906                                    |      | 09/30/2020 | 102020    | 335367  | 509.00      | 10/05/2020 | INV  | PD  | 9/14 Council, 9/21 Counci |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |
| 101983 TOTAL CONTROL SYSTEMS INC          |      |            |           |         |             |            |      |     |                           |
| 9470                                      |      | 09/30/2020 | 102020    | 335368  | 39,147.00   | 10/30/2020 | INV  | PD  | CLOVER FIELD LIFT PANEL U |
| CHECK DATE: 10/20/2020                    |      |            |           |         |             |            |      |     |                           |



10/15/2020 14:38  
8482mrob

City of Chaska  
VENDOR INVOICE LIST

P 29  
apinvlst

| INVOICE                                                   | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
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| 101990 KANDI KOUNTRY EXPRESS LTD                          |      |            |           |         |             |            |      |     |                           |
| 431605                                                    |      | 09/16/2020 | 102020    | 335369  | 104.34      | 10/16/2020 | INV  | PD  | #111 STREET (VALVES)      |
| CHECK DATE: 10/20/2020                                    |      |            |           |         |             |            |      |     |                           |
| 101995 TRANE                                              |      |            |           |         |             |            |      |     |                           |
| 310998502                                                 |      | 07/27/2020 | 102020    | 335370  | 3,764.04    | 09/30/2020 | INV  | PD  | COMPRESSOR REPAIRS FOR IC |
| CHECK DATE: 10/20/2020                                    |      |            |           |         |             |            |      |     |                           |
| 311174102                                                 |      | 10/01/2020 | 102020    | 335370  | 1,444.00    | 10/31/2020 | INV  | PD  | SCHEDULED MAINT INSP-QTRL |
| CHECK DATE: 10/20/2020                                    |      |            |           |         |             |            |      |     |                           |
|                                                           |      |            |           |         | 5,208.04    |            |      |     |                           |
| 103946 TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC |      |            |           |         |             |            |      |     |                           |
| 1549467/SEP20                                             |      | 10/01/2020 | 102020    | 335371  | 129.00      | 11/15/2020 | INV  | PD  | Data Processing           |
| CHECK DATE: 10/20/2020                                    |      |            |           |         |             |            |      |     |                           |
| 102008 TRI-CITY/WILLIAM LLOYD ANALYTICAL LAB              |      |            |           |         |             |            |      |     |                           |
| 2000253                                                   |      | 10/02/2020 | 102020    | 335372  | 52.00       | 11/02/2020 | INV  | PD  | Clayhole Water Testing-Se |
| CHECK DATE: 10/20/2020                                    |      |            |           |         |             |            |      |     |                           |
| 102026 API GARAGE DOOR INC                                |      |            |           |         |             |            |      |     |                           |
| Z151214                                                   |      | 10/05/2020 | 102020    | 335373  | 1,283.70    | 10/31/2020 | INV  | PD  | Garage door repair-PD ram |
| CHECK DATE: 10/20/2020                                    |      |            |           |         |             |            |      |     |                           |
| 102028 TWIN CITY WATER CLINIC INC                         |      |            |           |         |             |            |      |     |                           |
| 15209                                                     |      | 09/25/2020 | 102020    | 335374  | 75.00       | 10/25/2020 | INV  | PD  | WELL #9 (1ST TEST)        |
| CHECK DATE: 10/20/2020                                    |      |            |           |         |             |            |      |     |                           |
| 15217                                                     |      | 09/28/2020 | 102020    | 335374  | 75.00       | 10/28/2020 | INV  | PD  | WELL #9 (2ND TEST)        |
| CHECK DATE: 10/20/2020                                    |      |            |           |         |             |            |      |     |                           |
| 15224                                                     |      | 09/28/2020 | 102020    | 335374  | 510.00      | 10/28/2020 | INV  | PD  | SEPTEMBER SAMPLES         |
| CHECK DATE: 10/20/2020                                    |      |            |           |         |             |            |      |     |                           |
|                                                           |      |            |           |         | 660.00      |            |      |     |                           |
| 102037 ULINE INC                                          |      |            |           |         |             |            |      |     |                           |
| 125280882                                                 |      | 10/09/2020 | 102020    | 335375  | 76.50       | 11/09/2020 | INV  | PD  | Anti-slip Tape            |
| CHECK DATE: 10/20/2020                                    |      |            |           |         |             |            |      |     |                           |
| 104522 US FOODS INC                                       |      |            |           |         |             |            |      |     |                           |



10/15/2020 14:38  
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City of Chaska  
VENDOR INVOICE LIST

IP 30  
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| INVOICE                                  | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|------------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| 3927867<br>CHECK DATE: 10/20/2020        |      | 09/29/2020 | 102020    | 335376  | 265.30      | 10/29/2020 | INV  | PD  | TP, HAND TOWELS-TC        |
| 3990230<br>CHECK DATE: 10/20/2020        |      | 10/02/2020 | 102020    | 335376  | 129.62      | 11/01/2020 | INV  | PD  | HAND SOAP-TC              |
|                                          |      |            |           |         | 394.92      |            |      |     |                           |
| 102061 USA BLUE BOOK                     |      |            |           |         |             |            |      |     |                           |
| 365130<br>CHECK DATE: 10/20/2020         |      | 09/21/2020 | 102020    | 335377  | 144.63      | 10/21/2020 | INV  | PD  | LOCKS (12)                |
| 371322<br>CHECK DATE: 10/20/2020         |      | 09/25/2020 | 102020    | 335377  | 201.35      | 10/25/2020 | INV  | PD  | NITRATE FILTER PAPER      |
|                                          |      |            |           |         | 345.98      |            |      |     |                           |
| 103039 MARK BEAUCHAMP                    |      |            |           |         |             |            |      |     |                           |
| 9896UFS<br>CHECK DATE: 10/20/2020        |      | 10/02/2020 | 102020    | 335378  | 1,707.50    | 11/01/2020 | INV  | PD  | ELEC COS #5               |
| 102102 VERIZON WIRELESS                  |      |            |           |         |             |            |      |     |                           |
| 9863451087<br>CHECK DATE: 10/09/2020     |      | 09/23/2020 | 100920    | 335203  | 621.81      | 10/15/2020 | INV  | PD  | SEP CRADLEPOINTS          |
| 102227 ONVOY LLC                         |      |            |           |         |             |            |      |     |                           |
| 0009426201001<br>CHECK DATE: 10/20/2020  |      | 10/01/2020 | 102020    | 335379  | 1,853.53    | 10/25/2020 | INV  | PD  | OCT EDU CTR ETHERNET/INTE |
| 0009486201001<br>CHECK DATE: 10/20/2020  |      | 10/01/2020 | 102020    | 335379  | 889.21      | 10/25/2020 | INV  | PD  | OCT CITY HALL ETHERNET    |
|                                          |      |            |           |         | 2,742.74    |            |      |     |                           |
| 102141 WASTE MANAGEMENT OF MINNESOTA INC |      |            |           |         |             |            |      |     |                           |
| 8365429-2282-5<br>CHECK DATE: 10/20/2020 |      | 10/05/2020 | 102020    | 335380  | 203.99      | 11/04/2020 | INV  | PD  | OCT PAR 30 GARBAGE        |
| 102146 WATER SPECIALTY OF MINNESOTA INC  |      |            |           |         |             |            |      |     |                           |
| 12200<br>CHECK DATE: 10/15/2020          |      | 09/14/2020 | 101520    | 335397  | 3,206.75    | 10/14/2020 | INV  | PD  | Pool Chemicals            |
| 12213<br>CHECK DATE: 10/20/2020          |      | 09/29/2020 | 102020    | 335381  | 3,077.50    | 10/29/2020 | INV  | PD  | Pool Chemicals & PH Probe |





10/15/2020 14:38  
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City of Chaska  
VENDOR INVOICE LIST

P 31  
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| INVOICE                       | P.O.   | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|-------------------------------|--------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| 12217                         |        | 10/02/2020 | 102020    | 335381  | 335.88      | 11/02/2020 | INV  | PD  | Flow Cell for Electrodes  |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 102166 WESCO DISTRIBUTION INC |        |            |           |         | 6,620.13    |            |      |     |                           |
| 385797                        | 200181 | 09/28/2020 | 102020    | 335382  | 2,422.00    | 10/28/2020 | INV  | PD  | (44) ELBOW 750 MCM 600 AM |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 385798                        | 200181 | 09/28/2020 | 102020    | 335382  | 2,595.00    | 10/28/2020 | INV  | PD  | (44) ELBOW 750 MCM 600 AM |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 385799                        | 200181 | 09/28/2020 | 102020    | 335382  | 519.00      | 10/28/2020 | INV  | PD  | (44) ELBOW 750 MCM 600 AM |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 385800                        | 200181 | 09/28/2020 | 102020    | 335382  | 2,076.00    | 10/28/2020 | INV  | PD  | (44) ELBOW 750 MCM 600 AM |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 389190                        |        | 09/30/2020 | 102020    | 335382  | 422.00      | 10/30/2020 | INV  | PD  | MISC LINE HARDWARE - BOLT |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 102189 WM MUELLER & SONS      |        |            |           |         | 8,034.00    |            |      |     |                           |
| 259674                        |        | 09/14/2020 | 102020    | 335384  | 1,050.00    | 10/25/2020 | INV  | PD  | SUMP VAC/DUMP CITY WIDE   |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 259733                        |        | 09/15/2020 | 102020    | 335384  | 1,400.00    | 10/25/2020 | INV  | PD  | VAC/SUMP DUMPING CITY WID |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 260021                        |        | 09/21/2020 | 102020    | 335384  | 693.71      | 10/25/2020 | INV  | PD  | ISABELLA PKWY SUMP/DRAIN  |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 260085                        |        | 09/22/2020 | 102020    | 335384  | 156.19      | 10/25/2020 | INV  | PD  | ISABELLA SUMP LINE        |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 260164                        |        | 09/23/2020 | 102020    | 335384  | 1,798.84    | 10/25/2020 | INV  | PD  | ISABELLA PKWY SUMP LINE   |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 260237                        |        | 09/24/2020 | 102020    | 335384  | 314.89      | 10/25/2020 | INV  | PD  | POTHOLE PATCHING          |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 260351                        |        | 09/28/2020 | 102020    | 335384  | 405.85      | 10/25/2020 | INV  | PD  | ISABELLA PKWY DRAINTILE/S |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 260352                        |        | 09/28/2020 | 102020    | 335384  | 569.02      | 10/25/2020 | INV  | PD  | VAN SLOUN VALVE DIG       |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 260420                        |        | 09/29/2020 | 102020    | 335384  | 1,008.00    | 10/25/2020 | INV  | PD  | ISABELLA PKWY DRAINTILE/S |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |
| 260488                        |        | 09/30/2020 | 102020    | 335384  | 3,088.00    | 10/25/2020 | INV  | PD  | ISABELLA PKWY DRAINTILE/S |
| CHECK DATE: 10/20/2020        |        |            |           |         |             |            |      |     |                           |





10/15/2020 14:38  
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City of Chaska  
VENDOR INVOICE LIST

IP 32  
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| INVOICE                                  | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET  | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|------------------------------------------|------|------------|-----------|---------|--------------|------------|------|-----|---------------------------|
|                                          |      |            |           |         | 10,484.50    |            |      |     |                           |
| 109192 WOLTER, DONNA                     |      |            |           |         |              |            |      |     |                           |
| 194527505                                |      | 09/25/2020 | 102020    | 335385  | 100.00       | 10/25/2020 | INV  | PD  | CREDIT BALANCE REFUND-110 |
| CHECK DATE: 10/20/2020                   |      |            |           |         |              |            |      |     | PAYEE: WOLTER, DONNA      |
| 100631 NORTHERN STATES POWER COMPANY, MN |      |            |           |         |              |            |      |     |                           |
| 2020.09                                  |      | 10/07/2020 | 102020    | 335386  | 1,288.37     | 10/31/2020 | INV  | PD  | MRS NEW BREAKER INSTALL - |
| CHECK DATE: 10/20/2020                   |      |            |           |         |              |            |      |     |                           |
| 102220 NORTHLAND SYSTEMS INC             |      |            |           |         |              |            |      |     |                           |
| 79509                                    |      | 10/05/2020 | 102020    | 335387  | 16,010.00    | 11/09/2020 | INV  | PD  | OCT SUPPORT SVC           |
| CHECK DATE: 10/20/2020                   |      |            |           |         |              |            |      |     |                           |
| 79510                                    |      | 10/05/2020 | 102020    | 335387  | 6,715.00     | 11/09/2020 | INV  | PD  | OCT RECOVERY SVC          |
| CHECK DATE: 10/20/2020                   |      |            |           |         |              |            |      |     |                           |
|                                          |      |            |           |         | 22,725.00    |            |      |     |                           |
| 102226 ZARNOTH BRUSH WORKS INC           |      |            |           |         |              |            |      |     |                           |
| 0181779-IN                               |      | 09/09/2020 | 102020    | 335388  | 2,400.00     | 10/09/2020 | INV  | PD  | ELGIN SWEEPER BROOMS (14) |
| CHECK DATE: 10/20/2020                   |      |            |           |         |              |            |      |     |                           |
| 105150 ZAYO GROUP HOLDINGS INC           |      |            |           |         |              |            |      |     |                           |
| 2020100011266                            |      | 10/01/2020 | 102020    | 335389  | 5,989.57     | 10/31/2020 | INV  | PD  | FIBER MAINTENANCE         |
| CHECK DATE: 10/20/2020                   |      |            |           |         |              |            |      |     |                           |
| 102228 ZEE MEDICAL SERVICE INC           |      |            |           |         |              |            |      |     |                           |
| 54127873                                 |      | 10/12/2020 | 102020    | 335390  | 86.35        | 11/02/2020 | INV  | PD  | First Aid refill-PD       |
| CHECK DATE: 10/20/2020                   |      |            |           |         |              |            |      |     |                           |
|                                          |      |            |           |         | 86.35        |            |      |     |                           |
| 369 INVOICES                             |      |            |           |         | 2,459,842.91 |            |      |     |                           |

\*\* END OF REPORT - Generated by Michelle Robbin \*\*

Electronic Payments



10/15/2020 14:41  
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City of Chaska  
VENDOR INVOICE LIST

P 1  
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| INVOICE   | P.O.                                        | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|-----------|---------------------------------------------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| 100385    | CHASKA FIRE DEPT RELIEF ASSN                |            |           |         |             |            |      |     |                           |
| 2020/1002 | AID                                         | 10/02/2020 | 100220    | 2515    | 173,471.06  | 10/02/2020 | DIR  | PD  | REMIT FIRE AID TO CFDRA   |
|           | CHECK DATE: 10/02/2020                      |            |           |         |             |            |      |     |                           |
| 107490    | GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY |            |           |         |             |            |      |     |                           |
| 82901     |                                             | 10/09/2020 | 101320    | 2524    | 1,383.91    | 10/13/2020 | DIR  | PD  | 100920 Payroll - HCSP Con |
|           | CHECK DATE: 10/13/2020                      |            |           |         |             |            |      |     |                           |
| 107744    | GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY |            |           |         |             |            |      |     |                           |
| 82902     |                                             | 10/09/2020 | 101320    | 2525    | 200.00      | 10/13/2020 | DIR  | PD  | 100920 Payroll - MNDP Co  |
|           | CHECK DATE: 10/13/2020                      |            |           |         |             |            |      |     |                           |
| 101756    | MII LIFE INCORPORATED                       |            |           |         |             |            |      |     |                           |
| 39577959  |                                             | 10/06/2020 | 100820    | 2516    | 500.00      | 10/08/2020 | DIR  | PD  | 10/8/20 FSA REIMBURSEMENT |
|           | CHECK DATE: 10/08/2020                      |            |           |         |             |            |      |     |                           |
| 39592095  |                                             | 10/01/2020 | 100120    | 2514    | 1,035.23    | 10/01/2020 | DIR  | PD  | 10/1/20 FSA REIMBURSEMENT |
|           | CHECK DATE: 10/01/2020                      |            |           |         |             |            |      |     |                           |
|           |                                             |            |           |         | 1,535.23    |            |      |     |                           |
| 100927    | INTERNAL REVENUE SERVICE                    |            |           |         |             |            |      |     |                           |
| 82895     |                                             | 10/09/2020 | 100920    | 2518    | 145,183.79  | 10/09/2020 | DIR  | PD  | 100920 Payroll - FICA Fed |
|           | CHECK DATE: 10/09/2020                      |            |           |         |             |            |      |     |                           |
| 101343    | MINNESOTA DEPT OF REVENUE-PAYROLL WIRES     |            |           |         |             |            |      |     |                           |
| 82896     |                                             | 10/09/2020 | 101320    | 2521    | 27,965.86   | 10/13/2020 | DIR  | PD  | 100920 Payroll - MN State |
|           | CHECK DATE: 10/13/2020                      |            |           |         |             |            |      |     |                           |
| 101376    | NATIONWIDE RETIREMENT SOLUTIONS(USCM)       |            |           |         |             |            |      |     |                           |
| 82897     |                                             | 10/09/2020 | 101320    | 2522    | 22,369.32   | 10/13/2020 | DIR  | PD  | 100920 Payroll - 457 Cont |
|           | CHECK DATE: 10/13/2020                      |            |           |         |             |            |      |     |                           |
| 106955    | NATIONWIDE RETIREMENT SOLUTIONS(USCM)       |            |           |         |             |            |      |     |                           |
| 82900     |                                             | 10/09/2020 | 100920    | 2519    | 2,508.87    | 10/09/2020 | DIR  | PD  | 100920 Payroll - Roth Con |
|           | CHECK DATE: 10/09/2020                      |            |           |         |             |            |      |     |                           |
| 104668    | OPTUM BANK INC                              |            |           |         |             |            |      |     |                           |

10/15/2020 14:41  
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City of Chaska  
VENDOR INVOICE LIST



IP 2  
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| INVOICE                                        | P.O. | INV DATE   | CHECK RUN | CHECK # | INVOICE NET | DUE DATE   | TYPE | STS | INVOICE DESCRIPTION       |
|------------------------------------------------|------|------------|-----------|---------|-------------|------------|------|-----|---------------------------|
| 82899                                          |      | 10/09/2020 | 101320    | 2523    | 14,369.49   | 10/13/2020 | DIR  | PD  | 100920 Payroll - HSA Cont |
| CHECK DATE: 10/13/2020                         |      |            |           |         |             |            |      |     |                           |
| 101525 PITNEY BOWES POSTAGE                    |      |            |           |         |             |            |      |     |                           |
| 2020/1008-PB                                   |      | 10/08/2020 | 100920    | 2517    | 1,200.00    | 10/09/2020 | DIR  | PD  | 10/8/20 REPLENISH POSTAGE |
| CHECK DATE: 10/09/2020                         |      |            |           |         |             |            |      |     |                           |
| 101506 PUBLIC EMPLOYEES RETIREMENT ASSOCIATION |      |            |           |         |             |            |      |     |                           |
| 82898                                          |      | 10/09/2020 | 100920    | 2520    | 98,168.81   | 10/09/2020 | DIR  | PD  | 100920 Payroll - PERA Con |
| CHECK DATE: 10/09/2020                         |      |            |           |         |             |            |      |     |                           |
|                                                |      |            |           |         | 98,168.81   |            |      |     |                           |
| =====                                          |      |            |           |         |             |            |      |     |                           |
| 12 INVOICES                                    |      |            |           |         | 488,356.34  |            |      |     |                           |
| =====                                          |      |            |           |         |             |            |      |     |                           |

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**Biweekly Report  
October 19, 2020  
By  
Matt Podhradsky**

**UPCOMING COUNCIL MEETING SCHEDULE**

With us planning to have several Work Sessions over the next several weeks, I just wanted to take this opportunity to lay out the meeting schedule for the next couple of months.

October 19<sup>th</sup>: We will have a Work Session from 5:30-7 on Monday prior to the Council meeting to go over budget presentations for our Water, Sewer, Electric and Storm Water Utilities. At this meeting, we are going to be focusing on the results of our recently completed Cost of Service study for our Water/Sewer/Electric Utilities, and how the information derived from this can help us in our decision-making processes not only for 2021, but for the next 5-years and how addressing recommendations will not only allow us to keep any changes in rates to a reasonable level, but that we also can ensure that we are planning properly for future costs. During the Council meeting we will also be having a presentation from Len Simich at SW Transit to talk about the current state of the organization and some challenges facing it both because of COVID as well as some State pressures from the Met Council.

November 2<sup>nd</sup>: We will have a Work Session from 5:30-7 prior to the Council meeting to go over the budget presentation for our Chaska Town Course. If we have time that night, we may also start to look at our budget for the Curling and Event Center.

November 13<sup>th</sup> (Friday): From 4:30 to 5:00 pm we will have a special Zoom-only meeting of the City Council with the sole purpose of canvassing the City election results from the November 3<sup>rd</sup> Election. This should be a very short meeting but does need to occur at this time to meet our Statutory requirements.

November 16<sup>th</sup>: From 5:30-7 prior to the Council meeting we will be having a Work Session to discuss the budget for the Chaska Community Center and to finish up discussions on the Chaska Curling and Event Center. A focus of this discussion will be looking at the impacts of COVID in especially this area of our budget and planning we will be looking at over the short-term to get through this crisis and in the long-term to plan for reinvestment back into this facility.

November 30<sup>th</sup>: A change from my last bi-weekly, we may be having a meeting on this night. One item that we must take care of now that the Highway 44/Interchange project is complete is to replace our temporary Line of Credit financing with permanent financing for the project. We are currently targeting this meeting as a potential good sales date for these bonds. As we get closer to this meeting, I will let you know whether this is needed and if we may need a work session for that night.

For all these meetings we will continue to be at the Chaska Event Center with a Zoom option.

If there are any questions or concerns, please let me know so that we can adjust, as necessary.

### **Beyond the Budget**

As the Council is aware, one of the things we talked about at the meeting we established the maximum tax levy was the Council's desire to see more effort put towards communication on the main items we are talking about in the budget process, and the reasoning behind their importance. To that end, Staff did develop a concept for a new weekly video recording called Beyond the Budget. The format of this is a short 2-3 minute segment once a week that will be structured as an interview format to be able to have myself and other Department Heads talk about different components of the budget focusing on our service levels. During our fall budget cycle we would focus on the items we are talking about during our budget process, but would continue these segments throughout the year as an educational piece to help people understand the services we provide that are represented by the numbers in the budget, and why we do them. Keeping them short, "bite-sized" pieces will allow us to dive more in-depth into a topic but keep it to a time length that will keep people's attention. To date we have covered the topics of our Budget Process (interview with me), our Capital Improvement Program (interview with Brian Jung) and our initiative to replenish our General Fund Reserve Balance (interview with Noel Graczyk). Next week's segment will feature Chief Siebert who will discuss our Community Conversations on policing and the budget items we have discussed resulting from that.

We hope that this becomes a useful communication tool for our residents. If you have any questions on this, please let me know.

### **Fall Cleanup Day**

Just a reminder that we will be having Fall Cleanup Day on Saturday October 31<sup>st</sup> from 8 am-2pm at Athletic Park. This is an opportunity for all residents to get rid of yard waste at no cost. As we are expecting a large turnout at this event, we are looking at having the gates open for a time period on Friday evening. We did this in the Spring, which helped spread the rush of people over more hours and give people more options to choose from. This is an event that is supported through the Carver County Environmental Department through their Solid Waste tax levied by the County. If there are any questions on this, please let me know.

### **Halloween**

With Halloween quickly approaching, one of the things we have started to see in social media communication around the community is questions going around about what people are planning to do this year for trick or treating given COVID 19. As the Council may be aware, the CDC has put out guidelines on trick or treating for this year and how people can safely do it if the right steps are taken by both those who are doing the trick or treating and those that are handing out treats. Over the next couple of weeks we are going to be getting out communication of these recommendations to our residents through our social media and website tools to hopefully provide some guidance that will allow kids to celebrate but to do it in a safe manner. We also are going to be working with the School District to see if we can use their resources to get this information out to families. At the same time, the Parks and Recreation Department will be hosting a "COVID Friendly" trick or treating event the weekend of the 24<sup>th</sup> to allow parents to take their kids through a controlled setting, show off their

costumes and have some fun if they don't feel comfortable trick or treating on Halloween. This has proven to be a very popular event with the community, having already sold out. Our hope is that people can still have fun this Halloween but in a safe and socially conscious way.

### **Chaska Curling Center to host 2021 Junior National Championships**

I wanted to share the following press release that was put out by the US Curling Association this past week announcing another exciting event coming to the Chaska Curling Center:

#### **Press Release:**

*(STEVENS POINT, Wis.) – A state-of-the-art curling club built in 2015 is set to host the 2021 USA Curling Junior National Championships as the Chaska Curling Center has been named as the host site for the upcoming event.*

*Chaska will welcome the nation's top U21 curlers to its six-sheet curling facility for the championship on March 28 – April 3.*

*Though a young curling club, the Chaska Curling Center, named the National Training Center in fall of 2018, is no stranger to hosting championship events. Having hosted the 2019 U18 National Championships, The Americas Challenge, the production of "Curling Night in America" and many other large-scale tournaments, the Chaska Curling Center has proven to be an incredible host site and USA Curling is looking forward to returning to their world-class facility for the 2021 Junior National Championships.*

#### **About the Chaska Curling Center:**

*The Chaska Curling Center opened in December 2015. We are home to over 1200 curlers, the largest curling membership in the country. Our arena has six sheets, locker rooms and a player's lounge. The Curling Center is a City of Chaska/Parks and Recreation facility built as part of the Firemen's Park renovation project. Guests and spectators are always welcome to visit the Curling Center and watch live curling games from the Welcome Hall or the Crooked Pint Ale House overlooking the arena. League games are played Sunday through Friday evenings October – April. Spring and summer leagues run May – September. For more information, visit [www.chaskacurlingcenter.com](http://www.chaskacurlingcenter.com) or follow @ChaskaCurlingCenter on Facebook*

If the Council has any questions about this event, please let me know. We will be advertising this more as we get closer to the event.

### **County Adds Law Enforcement Mental Health Service**

Below is an introduction the Sheriff's Office provided to the new Law Enforcement Crisis Responder that is employed by the county and funded by the CCSO. This position, which Sheriff Kamerud has identified as a base service, will be a co-responder model similar to others used throughout the country. In other words, officers can request Alyson's assistance in response to mental health incidents in an effort to best meet the needs of those experiencing crisis or other mental health concerns.



We will be explaining this position and related protocols to our officers and this new person will be planning to conduct ride-alongs with our agency as a means to learn how best we can work together.

We are very encouraged by this program and partnership. Chief Siebert believes the immediate assistance and ability to follow-up after-the-fact with members of our community will be a significant benefit created by this co-response model.

Message from new Crisis Responder:

*Hello, I am Alyson Montplaisir (#950) and I am the new Law Enforcement Crisis Responder/Therapist with the Carver County Sheriff's Office. I am available to assist law enforcement by responding to mental health calls throughout Carver County including the city of Chaska. I am looking forward to assisting with mental health related requests throughout the county.*

*You can either call me directly via phone or radio to request I respond or I may head toward the area to stand by if needed. Please note for safety reasons, I will not directly show up to a scene unless I am requested and will stand by until you clear me to come in. When I do respond, I will be driving an unmarked black SUV.*

*Some of the ways I may be helpful include:*

- Brief Mental Health Assessments*
- Determining level of care (hospitalization or outpatient)*
- Connecting people with resources available in the community*
- Follow-up (calls and/or visits) to bridge people to services/offer additional support.*
- Follow up phone calls to offer support/answer questions.*

*I will be working tentatively during the week Monday-Friday 11:30AM-10:00PM. When I am not in-service/on another call, you can continue to contact the Carver County Mental Health Crisis Team at 952-442-7601.*

*If you have any other questions or concerns, please don't hesitate to ask.*

*Thank you!*

*Alyson Montplaisir, MSW, LICSW #950  
Law Enforcement Crisis Responder/Therapist*

We are very excited about this new service. If there are any questions from the Council, please let me know.

## City of Chaska Memorandum

**To: Administration, Mayor and City Council**

**From: Lisa Nelson  
Controller**

**Date: October 16, 2020**

**RE: Financial Reports –  
Year-To-Date (YTD) Ending August 31, 2020**

### FINACIAL REPORTS

Enclosed are year-to-date financial reports as of August 31, 2020.

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.

Funds that have had budget amendments approved in 2020 will display an amended budget column in addition to the original budget. The variance displayed on those funds will be actual revenue or expenditures compared to the amended budget.

\*New this month is a column displaying YTD 8/31/2019 data. This will allow you can compare each fund's revenue and expenditures as of 8/31 this year to the prior year.

These draft reports include the following revenues and expenditures:

- YTD revenue receipted by the City.
- YTD revenue from invoices issued by the City.
- YTD payroll through check dates in August.
- YTD vendor payments that:
  - 1) were previously approved by the City Council, or
  - 2) are pending approval by the Council at the October 19th meeting.
- Administrative charges and allocations.
- Workers Comp and Property Insurance 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, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE  
FOR THE PERIODS ENDING 8/31/2020 AND 8/31/2019

|                                        | 2020<br>ORIGINAL<br>BUDGET | 2020<br>AMENDED<br>BUDGET | ACTUAL<br>AS OF<br>8/31/20 | VARIANCE<br>POSITIVE<br>(NEGATIVE) | PERCENT<br>OF BUDGET<br>RECEIVED/<br>EXPENDED | ACTUAL<br>AS OF<br>8/31/19 |
|----------------------------------------|----------------------------|---------------------------|----------------------------|------------------------------------|-----------------------------------------------|----------------------------|
| <b>REVENUES:</b>                       |                            |                           |                            |                                    |                                               |                            |
| Property Taxes *                       | \$ 6,937,682               | \$ 6,937,682              | \$ 3,557,679               | \$ (3,380,003)                     | 51%                                           | \$ 2,973,843               |
| Franchise Fees:                        |                            |                           |                            |                                    |                                               |                            |
| Cable TV                               | 305,000                    | 305,000                   | 75,402                     | (229,598)                          | 25%                                           | 149,920                    |
| Gas                                    | 460,000                    | 460,000                   | 233,458                    | (226,542)                          | 51%                                           | 226,269                    |
| Licenses                               | 184,979                    | 179,235                   | 165,910                    | (13,325)                           | 93%                                           | 175,809                    |
| Permits:                               |                            |                           |                            |                                    |                                               |                            |
| Building                               | 565,500                    | 377,188                   | 225,458                    | (151,730)                          | 60%                                           | 225,487                    |
| Plan Check                             | 200,000                    | 133,400                   | 101,633                    | (31,767)                           | 76%                                           | 97,904                     |
| Mechanical, Plumbing & Other           | 178,507                    | 124,394                   | 121,994                    | (2,400)                            | 98%                                           | 123,797                    |
| Intergovernmental:                     |                            |                           |                            |                                    |                                               |                            |
| Federal                                | -                          | -                         | 614                        | 614                                |                                               | 13,303                     |
| State Aid - LGA                        | 14,171                     | 14,171                    | 11,147                     | (3,024)                            | 79%                                           | 1,438                      |
| State Aid - MSA                        | 120,000                    | 120,000                   | 120,000                    | -                                  | 100%                                          | 120,000                    |
| State Aid - Police and Fire            | 399,500                    | 399,500                   | -                          | (399,500)                          | 0%                                            | -                          |
| State - Other                          | 61,606                     | 181,946                   | 35,777                     | (146,169)                          | 20%                                           | 67,185                     |
| County, School and Local               | 156,160                    | 156,160                   | 15,529                     | (140,631)                          | 10%                                           | 41,829                     |
| Charges For Services:                  |                            |                           |                            |                                    |                                               |                            |
| General Government                     | 128,080                    | 98,080                    | 85,765                     | (12,315)                           | 87%                                           | 74,544                     |
| Public Safety                          | 83,752                     | 47,926                    | 32,142                     | (15,784)                           | 67%                                           | 45,719                     |
| Public Works                           | 121,760                    | 121,760                   | 67,240                     | (54,520)                           | 55%                                           | 42,563                     |
| Parks & Recreation                     | 169,250                    | 67,750                    | 66,387                     | (1,363)                            | 98%                                           | 97,747                     |
| Administrative Charges                 | 4,731,058                  | 4,639,406                 | 4,478,015                  | (161,391)                          | 97%                                           | 3,611,351                  |
| Fines And Forfeitures                  | 70,219                     | 70,219                    | 31,341                     | (38,878)                           | 45%                                           | 50,337                     |
| Investment Earnings                    | 22,000                     | 22,000                    | (2,284)                    | (24,284)                           | -10%                                          | (2,735)                    |
| Other Revenue                          | 102,484                    | 348,946                   | 179,918                    | (169,028)                          | 52%                                           | 49,139                     |
| <b>TOTAL REVENUES</b>                  | <b>15,011,708</b>          | <b>14,804,763</b>         | <b>9,603,125</b>           | <b>(5,201,638)</b>                 | <b>65%</b>                                    | <b>8,185,449</b>           |
| <b>EXPENDITURES:</b>                   |                            |                           |                            |                                    |                                               |                            |
| General Government:                    |                            |                           |                            |                                    |                                               |                            |
| Mayor & Council                        | 132,407                    | 132,407                   | 98,170                     | 34,237                             | 74%                                           | 78,748                     |
| Communications                         | 99,774                     | 99,747                    | 62,007                     | 37,740                             | 62%                                           | 59,755                     |
| Administration                         | 864,219                    | 840,367                   | 543,789                    | 296,578                            | 65%                                           | 687,834                    |
| Human Resources                        | 241,025                    | 268,201                   | 176,231                    | 91,970                             | 66%                                           | -                          |
| Elections                              | 33,106                     | 42,583                    | 35,748                     | 6,835                              | 84%                                           | 10,063                     |
| Finance/Admin Services                 | 1,743,479                  | 1,691,826                 | 1,123,364                  | 568,462                            | 66%                                           | 1,113,926                  |
| Information Services/Admin Services    | 1,277,863                  | 1,287,435                 | 833,014                    | 454,421                            | 65%                                           | 795,515                    |
| Fiber Systems                          | 45,000                     | 45,000                    | 20,888                     | 24,112                             | 46%                                           | 41,058                     |
| Legal - City Attorney                  | 80,000                     | 80,000                    | 77,857                     | 2,143                              | 97%                                           | 85,192                     |
| Community Development                  | 330,418                    | 360,859                   | 278,118                    | 82,741                             | 77%                                           | 649,107                    |
| Engineering                            | 393,501                    | 393,319                   | 314,136                    | 79,183                             | 80%                                           | 241,610                    |
| Government Buildings                   | 227,735                    | 229,735                   | 147,093                    | 82,642                             | 64%                                           | 159,733                    |
| Facility Maintenance                   | 409,973                    | 261,142                   | 107,679                    | 153,463                            | 41%                                           | -                          |
| <b>Total General Government</b>        | <b>5,878,500</b>           | <b>5,732,621</b>          | <b>3,818,094</b>           | <b>1,914,527</b>                   | <b>67%</b>                                    | <b>3,922,541</b>           |
| Public Safety:                         |                            |                           |                            |                                    |                                               |                            |
| Police                                 | 4,689,032                  | 4,660,754                 | 3,225,877                  | 1,434,877                          | 69%                                           | 3,143,356                  |
| State DUI Forfeitures                  | 5,700                      | 5,700                     | 964                        | 4,736                              | 17%                                           | 1,482                      |
| Forfeited Drug Property                | 1,000                      | 1,000                     | -                          | 1,000                              | 0%                                            | 4,312                      |
| Crime Prevention Program               | 350                        | 350                       | 50                         | 300                                | 14%                                           | 50                         |
| Fire                                   | 2,067,112                  | 2,302,743                 | 1,395,486                  | 907,257                            | 61%                                           | 1,373,775                  |
| Building Inspections (Comm.Dev)        | 687,157                    | 679,868                   | 416,156                    | 263,712                            | 61%                                           | -                          |
| Civil Defense                          | 5,728                      | 5,728                     | 7,943                      | (2,215)                            | 139%                                          | 2,874                      |
| COVID-19                               | -                          | 115,369                   | 182,292                    | (66,923)                           | 158%                                          | -                          |
| <b>Total Public Safety</b>             | <b>7,456,079</b>           | <b>7,656,143</b>          | <b>5,046,476</b>           | <b>2,542,744</b>                   | <b>66%</b>                                    | <b>4,525,849</b>           |
| Public Works:                          |                            |                           |                            |                                    |                                               |                            |
| Administration                         | 366,164                    | 364,719                   | 321,642                    | 43,077                             | 88%                                           | 248,963                    |
| Streets & Alleys                       | 1,782,805                  | 1,895,298                 | 1,238,686                  | 656,612                            | 65%                                           | 1,143,703                  |
| Snow Removal                           | 249,625                    | 248,302                   | 156,674                    | 91,628                             | 63%                                           | 258,571                    |
| Signs                                  | 11,324                     | 11,324                    | 3,258                      | 8,066                              | 29%                                           | 4,919                      |
| Municipal Services/Building            | 232,202                    | 232,202                   | 119,529                    | 112,673                            | 51%                                           | 159,097                    |
| Parks Maintenance                      | 1,096,237                  | 1,132,760                 | 929,948                    | 202,812                            | 82%                                           | 829,388                    |
| ISD #112 Grounds Maintenance           | 36,225                     | 36,183                    | 23,791                     | 12,392                             | 66%                                           | 29,205                     |
| Tree Control                           | 37,597                     | 37,597                    | 7,419                      | 30,178                             | 20%                                           | 23,880                     |
| <b>Total Public Works</b>              | <b>3,812,179</b>           | <b>3,958,385</b>          | <b>2,800,947</b>           | <b>1,157,438</b>                   | <b>71%</b>                                    | <b>2,697,726</b>           |
| Parks & Recreation:                    |                            |                           |                            |                                    |                                               |                            |
| Administration                         | 608,218                    | 549,578                   | 374,989                    | 174,589                            | 68%                                           | 353,032                    |
| Youth Recreation                       | 175,519                    | 164,406                   | 116,717                    | 47,689                             | 71%                                           | 104,374                    |
| Adult Recreation                       | 105,768                    | 73,716                    | 46,366                     | 27,350                             | 63%                                           | 81,119                     |
| Beach/Firemen's Park                   | 127,116                    | 17,034                    | 50,852                     | (33,818)                           | 299%                                          | 146,756                    |
| Hockey & Skating Rinks                 | 8,631                      | 11,713                    | 10,054                     | 1,659                              | 86%                                           | 10,480                     |
| <b>Total Parks &amp; Recreation</b>    | <b>1,025,252</b>           | <b>816,447</b>            | <b>598,978</b>             | <b>217,469</b>                     | <b>73%</b>                                    | <b>695,761</b>             |
| Unallocated                            | 79,298                     | 40,398                    | 18,744                     | 21,654                             | 46%                                           | 44,443                     |
| Debt Service                           | 3,400                      | 3,400                     | 2,279                      | 1,121                              |                                               | 1,080                      |
| <b>TOTAL EXPENDITURES</b>              | <b>18,254,708</b>          | <b>18,322,763</b>         | <b>12,467,810</b>          | <b>5,854,953</b>                   | <b>68%</b>                                    | <b>11,887,400</b>          |
| <b>OTHER FINANCING SOURCES (USES):</b> |                            |                           |                            |                                    |                                               |                            |
| Transfers In                           | 3,998,000                  | 3,998,000                 | 2,783,765                  | (1,214,235)                        | 70%                                           | 2,652,638                  |
| Transfers Out                          | (755,000)                  | (480,000)                 | -                          | 480,000                            |                                               | (525,000)                  |
| <b>NET TRANSFERS</b>                   | <b>3,243,000</b>           | <b>3,518,000</b>          | <b>2,783,765</b>           | <b>(734,235)</b>                   |                                               | <b>2,127,638</b>           |
| <b>NET CHANGE IN FUND BALANCES</b>     | <b>-</b>                   | <b>-</b>                  | <b>(80,920)</b>            | <b>(80,920)</b>                    |                                               | <b>(1,574,313)</b>         |

\* Tax settlements are received from Carver County in July and December.

\*\* Human Resources and Building Inspections departments were broken out in 2020. Facility Maintenance is a new department in 2020.

**MOUNT PLEASANT MAINTENANCE FUND  
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
BUDGET, ACTUAL AND PRIOR YEAR TO DATE  
FOR THE PERIODS ENDING 8/31/2020 AND 8/31/2019**

|                                    | <u>2020<br/>BUDGET</u> | <u>ACTUAL<br/>AS OF<br/>8/31/20</u> | <u>VARIANCE<br/>POSITIVE<br/>(NEGATIVE)</u> | <u>PERCENT<br/>OF BUDGET<br/>RECEIVED/<br/>EXPENDED</u> | <u>PRIOR YEAR<br/>YTD<br/>ACTUAL<br/>8/31/2019</u> |
|------------------------------------|------------------------|-------------------------------------|---------------------------------------------|---------------------------------------------------------|----------------------------------------------------|
| <b><u>REVENUES:</u></b>            |                        |                                     |                                             |                                                         |                                                    |
| Property Taxes *                   | \$ 6,000               | \$ 3,085                            | \$ (2,915)                                  | 51%                                                     | \$ 3,132                                           |
| Charges For Services/Lot Sales     | 2,400                  | 1,300                               | (1,100)                                     | 54%                                                     | 1,000                                              |
| Investment Earnings                | <u>300</u>             | <u>-</u>                            | <u>(300)</u>                                | 0%                                                      | <u>-</u>                                           |
| <b>TOTAL REVENUES</b>              | <u>8,700</u>           | <u>4,385</u>                        | <u>(4,315)</u>                              | 50%                                                     | <u>4,132</u>                                       |
| <b><u>EXPENDITURES:</u></b>        |                        |                                     |                                             |                                                         |                                                    |
| Current:                           |                        |                                     |                                             |                                                         |                                                    |
| Public Works:                      |                        |                                     |                                             |                                                         |                                                    |
| Professional Services And Charges  | 8,500                  | 8,235                               | 265                                         | 97%                                                     | 8,160                                              |
| Capital Outlay                     | <u>5,000</u>           | <u>-</u>                            | <u>5,000</u>                                | 0%                                                      | <u>-</u>                                           |
| <b>TOTAL EXPENDITURES</b>          | <u>13,500</u>          | <u>8,235</u>                        | <u>5,265</u>                                | 61%                                                     | <u>8,160</u>                                       |
| <b>NET CHANGE IN FUND BALANCES</b> | <u>(4,800)</u>         | <u>(3,850)</u>                      | <u>950</u>                                  |                                                         | <u>(4,028)</u>                                     |

\* Tax settlements are received from Carver County in July and December.

**ECONOMIC DEVELOPMENT AUTHORITY (EDA) FUND  
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
BUDGET, ACTUAL, AND PRIOR YEAR TO DATE  
FOR THE PERIODS ENDING 8/31/20 AND 8/31/19**

|                                                                      | 2020<br>BUDGET | ACTUAL<br>AS OF<br>8/31/20 | VARIANCE<br>POSITIVE<br>(NEGATIVE) | PERCENT<br>OF BUDGET<br>RECEIVED/<br>EXPENDED | PRIOR YEAR<br>YTD<br>ACTUAL<br>8/31/2019 |
|----------------------------------------------------------------------|----------------|----------------------------|------------------------------------|-----------------------------------------------|------------------------------------------|
| <b>REVENUES:</b>                                                     |                |                            |                                    |                                               |                                          |
| Property Taxes *                                                     | \$ 165,747     | \$ 85,735                  | \$ (80,012)                        | 52%                                           | \$ 260,132                               |
| Intergovernmental **                                                 | -              | 270,000                    | 270,000                            | 0%                                            | -                                        |
| Charges For Services                                                 | 85,000         | 85,000                     | -                                  | 100%                                          | 85,000                                   |
| Special Assessments                                                  | 40,000         | 22,150                     | (17,850)                           | 55%                                           | 21,979                                   |
| Investment Earnings (Charges)                                        | (5,400)        | -                          | 5,400                              | 0%                                            | -                                        |
| Leases/Rent                                                          | 31,300         | 20,828                     | (10,472)                           | 67%                                           | 20,221                                   |
| Other Revenue                                                        | -              | -                          | -                                  |                                               | 6,206                                    |
| <b>TOTAL REVENUES</b>                                                | <b>316,647</b> | <b>483,713</b>             | <b>167,066</b>                     | <b>153%</b>                                   | <b>393,538</b>                           |
| <b>EXPENDITURES:</b>                                                 |                |                            |                                    |                                               |                                          |
| Current:                                                             |                |                            |                                    |                                               |                                          |
| Administration:                                                      |                |                            |                                    |                                               |                                          |
| Professional Services                                                | 31,243         | 3,740                      | 27,503                             | 12%                                           | 5,358                                    |
| Other Charges and Special Events                                     | 46,865         | 22,926                     | 23,939                             | 49%                                           | 9,125                                    |
| Remit Grant Revenue **                                               | -              | 270,000                    | (270,000)                          |                                               | -                                        |
| Administrative Fees                                                  | 160,957        | 160,957                    | -                                  | 100%                                          | 156,269                                  |
| Economic Development Projects/Programs:                              |                |                            |                                    |                                               |                                          |
| Professional Services                                                | 41,300         | 53,113                     | (11,813)                           | 129%                                          | 91,357                                   |
| Other Charges and Special Events                                     | 19,382         | 9,129                      | 10,253                             | 47%                                           | 48,909                                   |
| Debt Service:                                                        |                |                            |                                    |                                               |                                          |
| Principal - Promissory Note                                          | 13,100         | 8,626                      | 4,474                              | 66%                                           | 8,233                                    |
| Interest - Promissory Note                                           | 3,800          | 2,574                      | 1,226                              | 68%                                           | 2,967                                    |
| Capital Outlay                                                       | -              | 8,858                      | (8,858)                            |                                               | 8,640                                    |
| <b>TOTAL EXPENDITURES</b>                                            | <b>316,647</b> | <b>539,923</b>             | <b>(223,276)</b>                   | <b>171%</b>                                   | <b>330,858</b>                           |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER (UNDER) EXPENDITURES</b> | <b>-</b>       | <b>(56,210)</b>            | <b>(56,210)</b>                    |                                               | <b>62,680</b>                            |
| <b>OTHER FINANCING SOURCES (USES):</b>                               |                |                            |                                    |                                               |                                          |
| Transfers Out                                                        | -              | -                          | -                                  |                                               | (355,000)                                |
| <b>NET CHANGE IN FUND BALANCES</b>                                   | <b>\$ -</b>    | <b>\$ (56,210)</b>         | <b>\$ (56,210)</b>                 |                                               | <b>\$ (292,320)</b>                      |

\* Tax settlements are received from Carver County in July and December.

\*\* Intergovernmental Revenue is a Pass-thru MIF Grant for Formacoat. Payment to Formacoat is reflected in the Total Expenditures.

EQUIPMENT ACQUISITION FUND  
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
BUDGET, ACTUAL AND PRIOR YEAR TO DATE  
FOR THE PERIODS ENDING 8/31/2020 AND 8/31/2019

|                                             | 2020<br>BUDGET      | ACTUAL<br>AS OF<br>8/31/20 | VARIANCE<br>POSITIVE<br>(NEGATIVE) | PERCENT<br>OF BUDGET<br>RECEIVED/<br>EXPENDED | PRIOR YEAR<br>YTD<br>ACTUAL<br>8/31/2019 |
|---------------------------------------------|---------------------|----------------------------|------------------------------------|-----------------------------------------------|------------------------------------------|
| <b>REVENUES:</b>                            |                     |                            |                                    |                                               |                                          |
| Property Taxes *                            | \$ 3,182,000        | \$ 117,849                 | \$ (3,064,151)                     | 4%                                            | \$ 523,090                               |
| Intergovernmental                           | -                   | -                          | -                                  |                                               | -                                        |
| Charges For Services                        | 4,000               | 4,000                      | -                                  | 100%                                          | 4,000                                    |
| Interest Earnings                           | -                   | 54,312                     | 54,312                             |                                               | 48,896                                   |
| Leases (tower)                              | 125,000             | 88,544                     | (36,456)                           | 71%                                           | 80,975                                   |
| Donations/Contributions                     | -                   | 1,650                      | 1,650                              |                                               | 7,200                                    |
| Other Revenue                               | -                   | -                          | -                                  |                                               | 1,031                                    |
| <b>TOTAL REVENUES</b>                       | <b>3,311,000</b>    | <b>266,355</b>             | <b>(3,044,645)</b>                 | <b>8%</b>                                     | <b>665,192</b>                           |
| <b>EXPENDITURES:</b>                        |                     |                            |                                    |                                               |                                          |
| Debt Service:                               |                     |                            |                                    |                                               |                                          |
| Issuance Costs & Fiscal Agent Fees          | 192,000             | -                          | 192,000                            |                                               | -                                        |
| Capital Outlay:                             |                     |                            |                                    |                                               |                                          |
| Furniture And Equipment                     |                     |                            |                                    |                                               |                                          |
| Communications                              | 10,000              | -                          | 10,000                             | 0%                                            | -                                        |
| Admin. Services-Finance                     | 23,000              | -                          | 23,000                             | 0%                                            | -                                        |
| Admin. Services-Information Services        | 52,000              | 91,804                     | (39,804)                           | 177%                                          | 36,057                                   |
| Police                                      | 201,000             | 4,666                      | 196,334                            | 2%                                            | 163,611                                  |
| Fire                                        | 290,000             | -                          | 290,000                            | 0%                                            | 65,122                                   |
| Public Works                                | 158,000             | 266,155                    | (108,155)                          | 168%                                          | 306,874                                  |
| <b>TOTAL EXPENDITURES</b>                   | <b>926,000</b>      | <b>362,625</b>             | <b>563,375</b>                     | <b>39%</b>                                    | <b>571,664</b>                           |
| <b>OTHER FINANCING SOURCES (USES):</b>      |                     |                            |                                    |                                               |                                          |
| Transfers In                                | 24,000              | -                          | (24,000)                           | 0%                                            | 49,000                                   |
| Transfers Out                               | (3,468,000)         | -                          | 3,468,000                          | 0%                                            | (686,228)                                |
| Bonds Issued                                | 440,000             | -                          | (440,000)                          | 0%                                            | -                                        |
| Sale of Capital Assets                      | -                   | 6,150                      | 6,150                              |                                               | -                                        |
| <b>TOTAL OTHER FINANCING SOURCES (USES)</b> | <b>(3,004,000)</b>  | <b>6,150</b>               | <b>3,010,150</b>                   |                                               | <b>(637,228)</b>                         |
| <b>NET CHANGE IN FUND BALANCES</b>          | <b>\$ (619,000)</b> | <b>\$ (90,120)</b>         | <b>\$ 528,880</b>                  |                                               | <b>\$ (543,700)</b>                      |

\* Tax settlements are received from Carver County in July and December.



ELECTRIC FUND  
REVENUES, EXPENSES AND CHANGES IN NET POSITION  
BUDGET, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE  
FOR THE PERIODS ENDING 8/31/2020 AND 8/31/2019

|                                                             | 2020<br>ORIGINAL<br>BUDGET | 2020<br>AMENDED<br>BUDGET | ACTUAL<br>AS OF<br>8/31/2020 | VARIANCE<br>POSITIVE<br>(NEGATIVE) | PERCENT<br>OF BUDGET<br>RECEIVED /<br>EXPENDED | PRIOR YEAR<br>YTD<br>ACTUAL<br>8/31/2019 |
|-------------------------------------------------------------|----------------------------|---------------------------|------------------------------|------------------------------------|------------------------------------------------|------------------------------------------|
| <b>OPERATING REVENUES:</b>                                  |                            |                           |                              |                                    |                                                |                                          |
| Residential Sales                                           | \$ 8,581,000               | \$ 9,000,000              | \$ 5,942,713                 | \$ (3,057,287)                     | 66%                                            | \$ 5,522,476                             |
| Senior Sales                                                | 538,000                    | 574,000                   | 364,692                      | (209,308)                          | 64%                                            | 364,309                                  |
| Commercial Sales                                            | 1,203,000                  | 1,203,000                 | 762,807                      | (440,193)                          | 63%                                            | 779,378                                  |
| Industrial Sales                                            | 26,630,000                 | 27,900,000                | 17,646,348                   | (10,253,652)                       | 63%                                            | 17,283,618                               |
| Intradepartmental                                           | 1,010,000                  | 1,010,000                 | 596,711                      | (413,289)                          | 59%                                            | 623,436                                  |
| All Other Sales                                             | 1,767,000                  | 2,240,000                 | 996,591                      | (1,243,409)                        | 44%                                            | 1,076,051                                |
| <b>TOTAL OPERATING REVENUES</b>                             | <b>39,729,000</b>          | <b>41,927,000</b>         | <b>26,309,862</b>            | <b>(15,617,138)</b>                | <b>63%</b>                                     | <b>25,649,268</b>                        |
| <b>OPERATING EXPENSES:</b>                                  |                            |                           |                              |                                    |                                                |                                          |
| Purchased Power                                             | 25,991,000                 | 28,300,000                | 19,711,835                   | 8,588,165                          | 70%                                            | 19,458,425                               |
| Distribution:                                               |                            |                           |                              |                                    |                                                |                                          |
| Personnel Services                                          | 1,757,725                  | 1,757,725                 | 1,252,134                    | 505,591                            | 71%                                            | 1,064,190                                |
| Supplies, Services & Other Charges                          | 415,968                    | 437,754                   | 297,698                      | 140,056                            | 68%                                            | 324,625                                  |
| Administration:                                             |                            |                           |                              |                                    |                                                |                                          |
| Personnel Services                                          | 334,437                    | 244,130                   | 150,007                      | 94,123                             | 61%                                            | 140,379                                  |
| Supplies, Services & Other Charges                          | 2,759,015                  | 2,759,015                 | 2,716,860                    | 42,155                             | 98%                                            | 2,186,497                                |
| Utility Billing:                                            |                            |                           |                              |                                    |                                                |                                          |
| Personnel Services                                          | 273,016                    | 258,768                   | 175,011                      | 83,757                             | 68%                                            | 157,806                                  |
| Supplies, Services & Other Charges                          | 145,239                    | 298,639                   | 161,139                      | 137,500                            | 54%                                            | 156,487                                  |
| Conservation Programs                                       | 663,974                    | 663,974                   | 207,060                      | 456,914                            | 31%                                            | 383,071                                  |
| Capital Outlay                                              | 796,500                    | 854,500                   | 1,079,682                    | (225,182)                          | 126%                                           | 827,481                                  |
| <b>TOTAL OPERATING EXPENSES</b>                             | <b>33,136,874</b>          | <b>35,574,505</b>         | <b>25,751,426</b>            | <b>9,823,079</b>                   | <b>72%</b>                                     | <b>24,698,961</b>                        |
| <b>OPERATING INCOME</b>                                     | <b>6,592,126</b>           | <b>6,352,495</b>          | <b>558,436</b>               | <b>(5,794,059)</b>                 |                                                | <b>950,307</b>                           |
| <b>NON-OPERATING REVENUES:</b>                              |                            |                           |                              |                                    |                                                |                                          |
| Investment Earnings                                         | 33,500                     | 33,500                    | (3,577)                      | (37,077)                           | -11%                                           | 54,121                                   |
| Intergovernmental                                           | -                          | -                         | 28                           | 28                                 |                                                | 150                                      |
| Gain on Disposal of Capital Assets                          | -                          | -                         | 1,540                        | 1,540                              |                                                | -                                        |
| <b>TOTAL NON-OPERATING REVENUES</b>                         | <b>33,500</b>              | <b>33,500</b>             | <b>(2,009)</b>               | <b>(35,509)</b>                    |                                                | <b>54,271</b>                            |
| <b>NON-OPERATING EXPENSES:</b>                              |                            |                           |                              |                                    |                                                |                                          |
| Debt Service - Principal                                    | 484,675                    | 484,675                   | -                            | 484,675                            | 0%                                             | -                                        |
| Debt Service - Interest                                     | 342,089                    | 342,089                   | 147,773                      | 194,316                            | 43%                                            | 77,286                                   |
| Debt Service - Agent Fees                                   | 450                        | 450                       | -                            | 450                                |                                                | -                                        |
| <b>TOTAL NON-OPERATING EXPENSES</b>                         | <b>827,214</b>             | <b>827,214</b>            | <b>147,773</b>               | <b>679,441</b>                     | <b>18%</b>                                     | <b>77,286</b>                            |
| <b>INCOME (LOSS) BEFORE CONTRIBUTIONS<br/>AND TRANSFERS</b> | <b>5,798,412</b>           | <b>5,558,781</b>          | <b>408,654</b>               | <b>(5,150,127)</b>                 |                                                | <b>927,292</b>                           |
| <b>CAPITAL CONTRIBUTIONS</b>                                | <b>-</b>                   | <b>-</b>                  | <b>328,411</b>               | <b>328,411</b>                     |                                                | <b>79,598</b>                            |
| <b>TRANSFERS IN (OUT):</b>                                  |                            |                           |                              |                                    |                                                |                                          |
| Transfers (Out)                                             | (5,784,000)                | (5,784,000)               | (2,666,760)                  | 3,117,240                          |                                                | (4,370,250)                              |
| <b>CHANGE IN NET POSITION</b>                               | <b>\$ 14,412</b>           | <b>\$ (225,219)</b>       | <b>\$ (1,929,695)</b>        | <b>\$ (1,704,476)</b>              |                                                | <b>\$ (3,363,360)</b>                    |

**WATER FUND**  
**REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**BUDGET, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE**  
**FOR THE PERIOD ENDED 8/31/2020 AND 8/31/2019**

|                                                             | 2020<br>ORIGINAL<br>BUDGET | 2020<br>AMENDED<br>BUDGET | ACTUAL<br>AS OF<br>8/31/2020 | VARIANCE<br>POSITIVE<br>(NEGATIVE) | PERCENT<br>OF BUDGET<br>RECEIVED/<br>EXPENDED | PRIOR YEAR<br>YTD<br>ACTUAL<br>8/31/2019 |
|-------------------------------------------------------------|----------------------------|---------------------------|------------------------------|------------------------------------|-----------------------------------------------|------------------------------------------|
| <b>OPERATING REVENUES:</b>                                  |                            |                           |                              |                                    |                                               |                                          |
| Residential Sales                                           | \$ 1,302,000               | \$ 1,302,000              | \$ 962,128                   | \$ (339,872)                       | 74%                                           | \$ 714,132                               |
| Commercial Sales                                            | 919,000                    | 900,000                   | 613,839                      | (286,161)                          | 68%                                           | 549,274                                  |
| Industrial Sales                                            | 294,000                    | 340,000                   | 215,441                      | (124,559)                          | 63%                                           | 308,224                                  |
| All Other Sales                                             | 425,100                    | 411,100                   | 282,860                      | (128,240)                          | 69%                                           | 299,150                                  |
| <b>TOTAL OPERATING REVENUES</b>                             | <b>2,940,100</b>           | <b>2,953,100</b>          | <b>2,074,268</b>             | <b>(878,832)</b>                   | <b>70%</b>                                    | <b>1,870,780</b>                         |
| <b>OPERATING EXPENSES:</b>                                  |                            |                           |                              |                                    |                                               |                                          |
| Pumping                                                     | 240,137                    | 240,137                   | 184,795                      | 55,342                             | 77%                                           | 163,949                                  |
| Treatment                                                   | 269,812                    | 269,812                   | 229,024                      | 40,788                             | 85%                                           | 210,449                                  |
| Distribution:                                               |                            |                           |                              |                                    |                                               |                                          |
| Personnel Services                                          | 509,931                    | 485,207                   | 333,099                      | 152,108                            | 69%                                           | 311,917                                  |
| Supplies, Services & Other Charges                          | 306,904                    | 306,904                   | 186,762                      | 120,142                            | 61%                                           | 329,800                                  |
| Administration :                                            |                            |                           |                              |                                    |                                               |                                          |
| Personnel Services                                          | 120,861                    | 120,861                   | 83,179                       | 37,682                             | 69%                                           | 78,848                                   |
| Supplies, Services & Other Charges                          | 590,203                    | 590,203                   | 588,640                      | 1,563                              | 100%                                          | 467,059                                  |
| Utility Billing:                                            |                            |                           |                              |                                    |                                               |                                          |
| Personnel Services                                          | 136,511                    | 129,887                   | 87,039                       | 42,848                             | 67%                                           | 78,904                                   |
| Supplies, Services & Other Charges                          | 35,396                     | 61,533                    | 52,499                       | 9,034                              | 85%                                           | 34,043                                   |
| Capital Outlay                                              | 181,000                    | 202,500                   | 151,582                      | 50,918                             | 75%                                           | 135,823                                  |
| <b>TOTAL OPERATING EXPENSES</b>                             | <b>2,390,755</b>           | <b>2,407,044</b>          | <b>1,896,619</b>             | <b>510,425</b>                     | <b>79%</b>                                    | <b>1,810,792</b>                         |
| <b>OPERATING INCOME</b>                                     | <b>549,345</b>             | <b>546,056</b>            | <b>177,649</b>               | <b>(368,407)</b>                   | <b>33%</b>                                    | <b>59,988</b>                            |
| <b>NON-OPERATING REVENUES:</b>                              |                            |                           |                              |                                    |                                               |                                          |
| Investment Earnings                                         | 16,200                     | 16,200                    | (3,177)                      | (19,377)                           | -20%                                          | 4,005                                    |
| Intergovernmental                                           | -                          | -                         | 4,950                        | 4,950                              |                                               | -                                        |
| Lease - Bountiful Basket                                    | 30,000                     | 30,000                    | 20,065                       | (9,935)                            | 67%                                           | 19,719                                   |
| Insurance Claims                                            | -                          | -                         | 17,750                       | 17,750                             |                                               | 85,347                                   |
| <b>TOTAL NON-OPERATING REVENUES</b>                         | <b>46,200</b>              | <b>46,200</b>             | <b>39,588</b>                | <b>(6,612)</b>                     | <b>86%</b>                                    | <b>109,071</b>                           |
| <b>NON-OPERATING EXPENSES:</b>                              |                            |                           |                              |                                    |                                               |                                          |
| Debt Service - Principal                                    | 638,783                    | 638,783                   | 40,000                       | 598,783                            | 6%                                            | 34,000                                   |
| Debt Service - Principal (Contra Account)                   | -                          | -                         | (40,000)                     | 40,000                             |                                               | (34,000)                                 |
| Debt Service - Interest                                     | 350,748                    | 350,748                   | 213,034                      | 137,714                            | 61%                                           | 162,931                                  |
| Issuance Costs & Fiscal Agent Fees                          | -                          | -                         | 29,207                       | (29,207)                           |                                               | 60                                       |
| Old Water Treatment Plant/Bountiful Basket                  | -                          | -                         | 1,781                        | (1,781)                            |                                               | 1,646                                    |
| <b>TOTAL NON-OPERATING EXPENSES</b>                         | <b>989,531</b>             | <b>989,531</b>            | <b>244,022</b>               | <b>745,509</b>                     | <b>25%</b>                                    | <b>164,637</b>                           |
| <b>INCOME (LOSS) BEFORE CONTRIBUTIONS<br/>AND TRANSFERS</b> | <b>(393,986)</b>           | <b>(397,275)</b>          | <b>(26,785)</b>              | <b>370,490</b>                     |                                               | <b>4,422</b>                             |
| <b>TRANSFERS IN (OUT):</b>                                  |                            |                           |                              |                                    |                                               |                                          |
| Transfers In                                                | 485,000                    | 485,000                   | -                            | (485,000)                          |                                               | 596,000                                  |
| Transfers (Out)                                             | (76,000)                   | (76,000)                  | (7,941)                      | 68,059                             |                                               | (56,000)                                 |
| <b>NET TRANSFERS IN (OUT)</b>                               | <b>409,000</b>             | <b>409,000</b>            | <b>(7,941)</b>               | <b>(416,941)</b>                   |                                               | <b>540,000</b>                           |
| <b>CHANGE IN NET POSITION</b>                               | <b>\$ 15,014</b>           | <b>\$ 11,725</b>          | <b>\$ (34,726)</b>           | <b>\$ (46,451)</b>                 |                                               | <b>\$ 544,422</b>                        |

**SEWER FUND**  
**REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**BUDGET, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE**  
**FOR THE PERIODS ENDING 8/31/2020 AND 8/31/2019**

|                                           | 2020<br>ORIGINAL<br>BUDGET | 2020<br>AMENDED<br>BUDGET | ACTUAL<br>AS OF<br>8/31/2020 | VARIANCE<br>POSITIVE<br>(NEGATIVE) | PERCENT<br>OF BUDGET<br>RECEIVED/<br>EXPENDED | PRIOR YEAR<br>YTD<br>ACTUAL<br>8/31/2019 |
|-------------------------------------------|----------------------------|---------------------------|------------------------------|------------------------------------|-----------------------------------------------|------------------------------------------|
| <b>OPERATING REVENUES:</b>                |                            |                           |                              |                                    |                                               |                                          |
| Residential Sales                         | \$ 1,510,300               | \$ 1,527,000              | \$ 951,308                   | \$ (575,692)                       | 62%                                           | \$ 860,664                               |
| Commercial Sales                          | 1,081,100                  | 1,035,000                 | 643,181                      | (391,819)                          | 62%                                           | 620,591                                  |
| Industrial Sales                          | 1,091,000                  | 1,008,000                 | 622,277                      | (385,723)                          | 62%                                           | 616,766                                  |
| Other Sales                               | 765,852                    | 754,652                   | 501,912                      | (252,740)                          | 67%                                           | 412,913                                  |
| <b>TOTAL OPERATING REVENUE</b>            | <b>4,448,252</b>           | <b>4,324,652</b>          | <b>2,718,678</b>             | <b>(1,605,974)</b>                 | <b>63%</b>                                    | <b>2,510,934</b>                         |
| <b>OPERATING EXPENSES:</b>                |                            |                           |                              |                                    |                                               |                                          |
| Pumping                                   | 49,056                     | 49,056                    | 8,702                        | 40,354                             | 18%                                           | 14,022                                   |
| Treatment                                 | 2,675,539                  | 2,675,539                 | 2,006,654                    | 668,885                            | 75%                                           | 1,825,393                                |
| Collection:                               |                            |                           |                              |                                    |                                               |                                          |
| Personnel Services                        | 509,933                    | 485,209                   | 337,760                      | 147,449                            | 70%                                           | 312,105                                  |
| Supplies, Services & Other Charges        | 157,778                    | 157,778                   | 76,433                       | 81,345                             | 48%                                           | 109,839                                  |
| Administration:                           |                            |                           |                              |                                    |                                               |                                          |
| Personnel Services                        | 120,858                    | 113,234                   | 83,178                       | 30,056                             | 73%                                           | 78,849                                   |
| Supplies, Services & Other Charges        | 579,947                    | 579,947                   | 578,309                      | 1,638                              | 100%                                          | 457,176                                  |
| Utility Billing:                          |                            |                           |                              |                                    |                                               |                                          |
| Personnel Services                        | 136,511                    | 136,511                   | 87,039                       | 49,472                             | 64%                                           | 78,904                                   |
| Supplies, Services & Other Charges        | 35,203                     | 49,840                    | 37,655                       | 12,185                             | 76%                                           | 34,354                                   |
| Capital Outlay                            | 83,000                     | 104,500                   | 131,970                      | (27,470)                           | 126%                                          | 30                                       |
| <b>TOTAL OPERATING EXPENSES</b>           | <b>4,347,825</b>           | <b>4,351,614</b>          | <b>3,347,700</b>             | <b>1,003,914</b>                   | <b>77%</b>                                    | <b>2,910,672</b>                         |
| <b>OPERATING INCOME</b>                   | <b>100,427</b>             | <b>(26,962)</b>           | <b>(629,022)</b>             | <b>(602,060)</b>                   |                                               | <b>(399,738)</b>                         |
| <b>NON-OPERATING REVENUES:</b>            |                            |                           |                              |                                    |                                               |                                          |
| Investment Earnings                       | 3,600                      | 3,600                     | (453)                        | (4,053)                            | -13%                                          | 839                                      |
| Intergovernmental                         | -                          | -                         | 5                            | 5                                  |                                               | 22                                       |
| <b>TOTAL NON-OPERATING REVENUES</b>       | <b>3,600</b>               | <b>3,600</b>              | <b>(448)</b>                 | <b>(4,048)</b>                     | <b>-12%</b>                                   | <b>861</b>                               |
| <b>NON-OPERATING EXPENSES:</b>            |                            |                           |                              |                                    |                                               |                                          |
| Debt Service - Principal                  | 138,783                    | 138,783                   | 125,000                      | 13,783                             | 90%                                           | 121,000                                  |
| Debt Service - Principal (Contra Account) | -                          | -                         | (125,000)                    | 125,000                            |                                               | (121,000)                                |
| Debt Service - Interest                   | 80,253                     | 80,253                    | 106,758                      | (26,505)                           | 133%                                          | 51,031                                   |
| Issuance Costs & Fiscal Agent Fees        | -                          | -                         | 3,047                        | (3,047)                            |                                               | 265                                      |
| <b>TOTAL NON-OPERATING EXPENSES</b>       | <b>219,036</b>             | <b>219,036</b>            | <b>109,805</b>               | <b>109,231</b>                     |                                               | <b>51,296</b>                            |
| <b>INCOME (LOSS) BEFORE TRANSFERS</b>     | <b>(115,009)</b>           | <b>(242,398)</b>          | <b>(739,275)</b>             | <b>(496,877)</b>                   |                                               | <b>(450,173)</b>                         |
| <b>TRANSFERS IN (OUT):</b>                |                            |                           |                              |                                    |                                               |                                          |
| Transfers (Out)                           | (116,000)                  | (116,000)                 | (12,291)                     | 103,709                            |                                               | (116,000)                                |
| <b>CHANGE IN NET POSITION</b>             | <b>\$ (231,009)</b>        | <b>\$ (358,398)</b>       | <b>\$ (751,566)</b>          | <b>\$ (393,168)</b>                |                                               | <b>\$ (566,173)</b>                      |

**CHASKA COMMUNITY CENTER FUND**  
**REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**BUDGET, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE**  
**FOR THE PERIODS ENDING 8/31/2020 AND 8/31/2019**

|                                       | 2020<br>ORIGINAL<br>BUDGET | 2020<br>AMENDED<br>BUDGET | ACTUAL<br>AS OF<br>8/31/2020 | VARIANCE<br>POSITIVE<br>(NEGATIVE) | PERCENT<br>OF BUDGET<br>RECEIVED/<br>EXPENDED | PRIOR YEAR<br>YTD<br>ACTUAL<br>8/31/2019 |
|---------------------------------------|----------------------------|---------------------------|------------------------------|------------------------------------|-----------------------------------------------|------------------------------------------|
| <b>OPERATING REVENUES:</b>            |                            |                           |                              |                                    |                                               |                                          |
| Admissions                            | \$ 445,926                 | \$ 182,500                | \$ 105,191                   | \$ (77,309)                        | 58%                                           | \$ 302,260                               |
| Memberships                           | 1,116,200                  | 558,100                   | 419,828                      | (138,272)                          | 75%                                           | 777,942                                  |
| Rentals                               | 1,032,022                  | 739,354                   | 629,765                      | (109,589)                          | 85%                                           | 713,254                                  |
| Charges for Services/Lessons          | 639,193                    | 288,330                   | 141,243                      | (147,087)                          | 49%                                           | 341,853                                  |
| Other Sales                           | 184,235                    | 75,178                    | 56,057                       | (19,121)                           | 75%                                           | 75,455                                   |
| <b>TOTAL OPERATING REVENUE</b>        | <b>\$ 3,417,576</b>        | <b>\$ 1,843,462</b>       | <b>\$ 1,352,084</b>          | <b>\$ (491,378)</b>                | <b>73%</b>                                    | <b>\$ 2,210,764</b>                      |
| <b>OPERATING EXPENSES:</b>            |                            |                           |                              |                                    |                                               |                                          |
| Personnel Services                    | 2,391,335                  | 2,167,457                 | 1,533,204                    | 634,253                            | 71%                                           | 1,534,505                                |
| Operating Supplies                    | 201,378                    | 204,764                   | 209,567                      | (4,803)                            | 102%                                          | 189,707                                  |
| Professional Services                 | 735,947                    | 685,033                   | 485,497                      | 199,536                            | 71%                                           | 591,121                                  |
| Other Charges                         | 296,605                    | 470,978                   | 466,022                      | 4,956                              | 99%                                           | 250,504                                  |
| Capital Outly                         | -                          | -                         | 213,936                      | (213,936)                          |                                               | 44,208                                   |
| <b>TOTAL OPERATING EXPENSES</b>       | <b>3,625,265</b>           | <b>3,528,232</b>          | <b>2,908,226</b>             | <b>620,006</b>                     | <b>82%</b>                                    | <b>2,610,045</b>                         |
| <b>OPERATING INCOME</b>               | <b>(207,689)</b>           | <b>(1,684,770)</b>        | <b>(1,556,142)</b>           | <b>128,628</b>                     |                                               | <b>(399,281)</b>                         |
| <b>NON-OPERATING REVENUES:</b>        |                            |                           |                              |                                    |                                               |                                          |
| COVID-19 Grant/Reimbursements         | -                          | 50,000                    | -                            | (50,000)                           | 0%                                            | -                                        |
| Investment Earnings (Charges)         | (11,400)                   | (11,400)                  | 133                          | 11,533                             | -1%                                           | 602                                      |
| <b>TOTAL NON-OPERATING REVENUES</b>   | <b>(11,400)</b>            | <b>38,600</b>             | <b>133</b>                   | <b>(38,467)</b>                    | <b>0%</b>                                     | <b>602</b>                               |
| <b>NON-OPERATING EXPENSES:</b>        |                            |                           |                              |                                    |                                               |                                          |
| Debt Service - Principal              | 340,000                    | 340,000                   | -                            | 340,000                            | 0%                                            | -                                        |
| Debt Service - Interest               | 154,030                    | 154,030                   | 80,873                       | 73,157                             | 53%                                           | 72,822                                   |
| Issuance Costs & Fiscal Agent Fees    | 2,750                      | 2,750                     | 3,000                        | (250)                              | 109%                                          | 3,000                                    |
| <b>TOTAL NON-OPERATING EXPENSES</b>   | <b>496,780</b>             | <b>496,780</b>            | <b>83,873</b>                | <b>412,907</b>                     | <b>17%</b>                                    | <b>75,822</b>                            |
| <b>INCOME (LOSS) BEFORE TRANSFERS</b> | <b>(715,869)</b>           | <b>(2,142,950)</b>        | <b>(1,639,882)</b>           | <b>503,068</b>                     |                                               | <b>(474,501)</b>                         |
| <b>TRANSFERS IN (OUT):</b>            |                            |                           |                              |                                    |                                               |                                          |
| Transfers In                          | 474,000                    | 599,000                   | 53,764                       | (545,236)                          |                                               | 432,000                                  |
| <b>CHANGE IN NET POSITION</b>         | <b>\$ (241,869)</b>        | <b>\$ (1,543,950)</b>     | <b>\$ (1,586,118)</b>        | <b>\$ (42,168)</b>                 |                                               | <b>\$ (42,501)</b>                       |

CHASKA PAR 30 FUND  
REVENUES, EXPENSES AND CHANGES IN NET POSITION  
BUDGET, ACTUAL, AND PRIOR YEAR TO DATE  
FOR THE PERIOD ENDED 8/31/20 AND 8/31/19

|                                     | 2020<br>BUDGET     | ACTUAL<br>AS OF<br>8/31/2020 | VARIANCE<br>POSITIVE<br>(NEGATIVE) | PERCENT<br>OF BUDGET<br>RECEIVED/<br>EXPENDED | PRIOR YEAR<br>YTD<br>ACTUAL<br>8/31/2019 |
|-------------------------------------|--------------------|------------------------------|------------------------------------|-----------------------------------------------|------------------------------------------|
| <b>OPERATING REVENUES:</b>          |                    |                              |                                    |                                               |                                          |
| Green Fees                          | \$ 129,700         | \$ 163,074                   | \$ 33,374                          | 126%                                          | \$ 107,599                               |
| Cart Rental                         | 10,000             | 13,487                       | 3,487                              | 135%                                          | 9,693                                    |
| Merchandise & Other Sales           | 6,026              | 3,658                        | (2,368)                            | 61%                                           | 4,744                                    |
| <b>TOTAL OPERATING REVENUES</b>     | <b>145,726</b>     | <b>180,219</b>               | <b>34,493</b>                      | <b>124%</b>                                   | <b>122,036</b>                           |
| <b>OPERATING EXPENSES:</b>          |                    |                              |                                    |                                               |                                          |
| Golf - Maintenance Dept:            |                    |                              |                                    |                                               |                                          |
| Personnel Services                  | 82,143             | 55,049                       | 27,094                             | 67%                                           | 63,175                                   |
| Supplies, Services & Other Charges  | 23,444             | 9,540                        | 13,904                             | 41%                                           | 27,216                                   |
| Golf - Club House:                  |                    |                              |                                    |                                               |                                          |
| Personnel Services                  | 39,975             | 34,937                       | 5,038                              | 87%                                           | 27,420                                   |
| Supplies, Services & Other Charges  | 44,092             | 35,080                       | 9,012                              | 80%                                           | 31,944                                   |
| Merchandise for Resale              | 4,080              | 2,245                        | 1,835                              | 55%                                           | 3,730                                    |
| Golf - Learning Links               | -                  | 337,242                      | (337,242)                          |                                               | 9,347                                    |
| <b>TOTAL OPERATING EXPENSES</b>     | <b>193,734</b>     | <b>474,093</b>               | <b>(280,359)</b>                   | <b>245%</b>                                   | <b>162,832</b>                           |
| <b>OPERATING INCOME</b>             | <b>(48,008)</b>    | <b>(293,874)</b>             | <b>(245,866)</b>                   |                                               | <b>(40,796)</b>                          |
| <b>NON-OPERATING REVENUES:</b>      |                    |                              |                                    |                                               |                                          |
| Investment Earnings (Charges)       | (1,500)            | -                            | 1,500                              |                                               | -                                        |
| <b>TOTAL NON-OPERATING REVENUES</b> | <b>(1,500)</b>     | <b>-</b>                     | <b>1,500</b>                       |                                               | <b>-</b>                                 |
| <b>CHANGE IN NET POSITION</b>       | <b>\$ (49,508)</b> | <b>\$ (293,874)</b>          | <b>\$ (244,366)</b>                |                                               | <b>\$ (40,796)</b>                       |

**CHASKA TOWN COURSE FUND**  
**REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**BUDGET, ACTUAL, AND PRIOR YEAR TO DATE**  
**FOR THE PERIOD ENDED 8/31/20 AND 8/31/19**

|                                       | <b>2020<br/>BUDGET</b> | <b>ACTUAL<br/>AS OF<br/>8/31/2020</b> | <b>VARIANCE<br/>POSITIVE<br/>(NEGATIVE)</b> | <b>PERCENT<br/>OF BUDGET<br/>RECEIVED/<br/>EXPENDED</b> | <b>PRIOR YEAR<br/>YTD<br/>ACTUAL<br/>8/31/2019</b> |
|---------------------------------------|------------------------|---------------------------------------|---------------------------------------------|---------------------------------------------------------|----------------------------------------------------|
| <b>OPERATING REVENUES:</b>            |                        |                                       |                                             |                                                         |                                                    |
| Green Fees                            | \$ 1,332,000           | \$ 1,340,568                          | \$ 8,568                                    | 101%                                                    | \$ 1,086,834                                       |
| Driving Range                         | 100,000                | 112,877                               | 12,877                                      | 113%                                                    | 82,666                                             |
| Cart Rental                           | 292,000                | 250,810                               | (41,190)                                    | 86%                                                     | 226,624                                            |
| Merchandise                           | 314,500                | 160,847                               | (153,653)                                   | 51%                                                     | 172,021                                            |
| All Other Sales                       | 139,000                | 80,292                                | (58,708)                                    | 58%                                                     | 124,121                                            |
| <b>TOTAL OPERATING REVENUE</b>        | <b>\$ 2,177,500</b>    | <b>\$ 1,945,394</b>                   | <b>\$ (232,106)</b>                         | <b>89%</b>                                              | <b>\$ 1,692,266</b>                                |
| <b>OPERATING EXPENSES:</b>            |                        |                                       |                                             |                                                         |                                                    |
| Golf - Maintenance Dept:              |                        |                                       |                                             |                                                         |                                                    |
| Personnel Services                    | 622,361                | 423,278                               | 199,083                                     | 68%                                                     | 431,745                                            |
| Supplies, Services & Other Charges    | 276,107                | 216,054                               | 60,053                                      | 78%                                                     | 232,188                                            |
| Golf - Club House:                    |                        |                                       |                                             |                                                         |                                                    |
| Personnel Services                    | 525,897                | 351,279                               | 174,618                                     | 67%                                                     | 346,447                                            |
| Supplies, Services & Other Charges    | 381,076                | 326,662                               | 54,414                                      | 86%                                                     | 328,189                                            |
| Merchandise for Resale                | 173,417                | 163,110                               | 10,307                                      | 94%                                                     | 183,795                                            |
| Capital Outlay                        | 61,180                 | 209,030                               | (147,850)                                   | 342%                                                    | 159,401                                            |
| <b>TOTAL OPERATING EXPENSES</b>       | <b>2,040,038</b>       | <b>1,689,413</b>                      | <b>350,625</b>                              | <b>83%</b>                                              | <b>1,681,765</b>                                   |
| <b>OPERATING INCOME</b>               | <b>137,462</b>         | <b>255,981</b>                        | <b>118,519</b>                              |                                                         | <b>10,501</b>                                      |
| <b>NON-OPERATING REVENUES:</b>        |                        |                                       |                                             |                                                         |                                                    |
| Investment Earnings (Charges)         | (8,200)                | -                                     | 8,200                                       |                                                         | -                                                  |
| <b>TOTAL NON-OPERATING REVENUES</b>   | <b>(8,200)</b>         | <b>-</b>                              | <b>8,200</b>                                |                                                         | <b>-</b>                                           |
| <b>NON-OPERATING EXPENSES:</b>        |                        |                                       |                                             |                                                         |                                                    |
| Debt Service - Principal              | 88,900                 | -                                     | 88,900                                      | 0%                                                      | -                                                  |
| Debt Service - Interest               | 19,200                 | 30,009                                | (10,809)                                    | 156%                                                    | 21,757                                             |
| <b>TOTAL NON-OPERATING EXPENSES</b>   | <b>108,100</b>         | <b>30,009</b>                         | <b>78,091</b>                               | <b>28%</b>                                              | <b>21,757</b>                                      |
| <b>INCOME (LOSS) BEFORE TRANSFERS</b> | <b>21,162</b>          | <b>225,972</b>                        | <b>204,810</b>                              |                                                         | <b>(11,256)</b>                                    |
| <b>TRANSFERS IN (OUT):</b>            |                        |                                       |                                             |                                                         |                                                    |
| Transfers In                          | -                      | 12,279                                | 12,279                                      |                                                         | -                                                  |
| <b>CHANGE IN NET POSITION</b>         | <b>\$ 21,162</b>       | <b>\$ 238,251</b>                     | <b>\$ 217,089</b>                           |                                                         | <b>\$ (11,256)</b>                                 |

**TURBINE GENERATOR FUND**  
**REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**BUDGET, ACTUAL, AND PRIOR YEAR TO DATE**  
**FOR THE PERIOD ENDED 8/31/20 AND 8/31/19**

|                                           | <b>2020<br/>BUDGET</b> | <b>ACTUAL<br/>AS OF<br/>8/31/2020</b> | <b>VARIANCE<br/>POSITIVE<br/>(NEGATIVE)</b> | <b>PERCENT<br/>OF BUDGET<br/>RECEIVED/<br/>EXPENDED</b> | <b>PRIOR YEAR<br/>YTD<br/>ACTUAL<br/>8/31/2019</b> |
|-------------------------------------------|------------------------|---------------------------------------|---------------------------------------------|---------------------------------------------------------|----------------------------------------------------|
| <b>OPERATING REVENUES:</b>                |                        |                                       |                                             |                                                         |                                                    |
| Lease Revenue                             | \$ 2,486,184           | \$ 882,657                            | \$ (1,603,527)                              | 36%                                                     | \$ 929,061                                         |
| <b>OPERATING EXPENSES:</b>                |                        |                                       |                                             |                                                         |                                                    |
| Professional Services                     | 84,000                 | 92,137                                | (8,137)                                     | 110%                                                    | 83,425                                             |
| Other Charges                             | 298,345                | 56,586                                | 241,759                                     | 19%                                                     | 56,761                                             |
| <b>TOTAL OPERATING EXPENSES</b>           | <b>382,345</b>         | <b>148,723</b>                        | <b>233,622</b>                              | <b>39%</b>                                              | <b>140,186</b>                                     |
| <b>OPERATING INCOME</b>                   | <b>2,103,839</b>       | <b>733,934</b>                        | <b>(1,369,905)</b>                          |                                                         | <b>788,875</b>                                     |
| <b>NON-OPERATING REVENUES:</b>            |                        |                                       |                                             |                                                         |                                                    |
| Investment Earnings                       | -                      | (2,381)                               | (2,381)                                     |                                                         | 41,875                                             |
| Interfund Loan Payments                   | 104,219                | -                                     | (104,219)                                   | 0%                                                      | -                                                  |
| <b>TOTAL NON-OPERATING REVENUES</b>       | <b>104,219</b>         | <b>(2,381)</b>                        | <b>(106,600)</b>                            | <b>-2%</b>                                              | <b>41,875</b>                                      |
| <b>NON-OPERATING EXPENSES:</b>            |                        |                                       |                                             |                                                         |                                                    |
| Debt Service - Principal                  | 1,220,000              | -                                     | 1,220,000                                   | 0%                                                      | -                                                  |
| Debt Service - Principal (Contra Account) | -                      | -                                     | -                                           |                                                         | -                                                  |
| Debt Service - Interest                   | 862,250                | 431,125                               | 431,125                                     | 50%                                                     | 221,537                                            |
| Issuance Costs & Fiscal Agent Fees        | 4,500                  | -                                     | 4,500                                       | 0%                                                      | -                                                  |
| <b>TOTAL NON-OPERATING EXPENSES</b>       | <b>2,086,750</b>       | <b>431,125</b>                        | <b>1,655,625</b>                            | <b>21%</b>                                              | <b>221,537</b>                                     |
| <b>CHANGE IN NET POSITION</b>             | <b>\$ 121,308</b>      | <b>\$ 300,428</b>                     | <b>\$ 179,120</b>                           |                                                         | <b>\$ 609,213</b>                                  |



**STORM WATER FUND**  
**REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**BUDGET, ACTUAL, AND PRIOR YEAR TO DATE**  
**FOR THE PERIODS ENDING 8/31/20 AND 8/31/19**

|                                           | 2020<br>BUDGET   | ACTUAL<br>AS OF<br>8/31/2020 | VARIANCE<br>POSITIVE<br>(NEGATIVE) | PERCENT<br>OF BUDGET<br>RECEIVED/<br>EXPENDED | PRIOR YEAR<br>YTD<br>ACTUAL<br>8/31/2019 |
|-------------------------------------------|------------------|------------------------------|------------------------------------|-----------------------------------------------|------------------------------------------|
| <b>OPERATING REVENUES:</b>                |                  |                              |                                    |                                               |                                          |
| Residential Sales                         | \$ 992,000       | \$ 739,057                   | \$ (252,943)                       | 75%                                           | \$ 706,646                               |
| Industrial Sales                          | 758,000          | 565,971                      | (192,029)                          | 75%                                           | 546,215                                  |
| All Other Sales                           | 3,000            | 6,458                        | 3,458                              | 215%                                          | 9,978                                    |
| <b>TOTAL OPERATING REVENUE</b>            | <b>1,753,000</b> | <b>1,311,486</b>             | <b>(441,514)</b>                   | <b>75%</b>                                    | <b>1,262,839</b>                         |
| <b>OPERATING EXPENSES:</b>                |                  |                              |                                    |                                               |                                          |
| Collections:                              |                  |                              |                                    |                                               |                                          |
| Personnel Services                        | 358,600          | 113,063                      | 245,537                            | 32%                                           | 172,784                                  |
| Supplies, Services & Other Charges        | 355,864          | 115,315                      | 240,549                            | 32%                                           | 162,958                                  |
| Administration :                          |                  |                              |                                    |                                               |                                          |
| Personnel Services                        | 134,417          | 87,108                       | 47,309                             | 65%                                           | 46,756                                   |
| Supplies, Services & Other Charges        | 438,909          | 356,371                      | 82,538                             | 81%                                           | 280,442                                  |
| Utility Billing:                          |                  |                              |                                    |                                               |                                          |
| Supplies, Services & Other Charges        | 23,420           | 37,316                       | (13,896)                           | 159%                                          | 35,417                                   |
| Depreciation                              | 30,000           | -                            | 30,000                             | 0%                                            | -                                        |
| Capital Outlay                            | 125,000          | 100,988                      | 24,012                             | 81%                                           | 81,173                                   |
| <b>TOTAL OPERATING EXPENSES</b>           | <b>1,466,210</b> | <b>810,161</b>               | <b>656,049</b>                     | <b>55%</b>                                    | <b>779,530</b>                           |
| <b>OPERATING INCOME</b>                   | <b>286,790</b>   | <b>501,325</b>               | <b>214,535</b>                     |                                               | <b>483,309</b>                           |
| <b>NON-OPERATING REVENUES:</b>            |                  |                              |                                    |                                               |                                          |
| Investment Earnings                       | 2,200            | (778)                        | (2,978)                            | -35%                                          | 4,218                                    |
| Intergovernmental                         | -                | -                            | -                                  |                                               | -                                        |
| <b>TOTAL NON-OPERATING REVENUES</b>       | <b>2,200</b>     | <b>(778)</b>                 | <b>(2,978)</b>                     |                                               | <b>4,218</b>                             |
| <b>NON-OPERATING EXPENSES:</b>            |                  |                              |                                    |                                               |                                          |
| Debt Service - Principal                  | 137,333          | 80,000                       | 57,333                             | 58%                                           | 80,000                                   |
| Debt Service - Principal (Contra Account) | -                | (80,000)                     | 80,000                             |                                               | (80,000)                                 |
| Debt Service - Interest                   | 58,864           | 70,476                       | (11,612)                           | 120%                                          | 39,601                                   |
| Issuance Costs & Fiscal Agent Fees        | -                | 2,509                        | (2,509)                            |                                               | 175                                      |
| <b>TOTAL NON-OPERATING EXPENSES</b>       | <b>196,197</b>   | <b>72,985</b>                | <b>123,212</b>                     | <b>37%</b>                                    | <b>39,776</b>                            |
| <b>INCOME (LOSS) BEFORE TRANSFERS</b>     | <b>92,793</b>    | <b>427,562</b>               | <b>334,769</b>                     |                                               | <b>447,751</b>                           |
| <b>TRANSFERS IN (OUT):</b>                |                  |                              |                                    |                                               |                                          |
| Transfers In                              | 206,186          | -                            | (206,186)                          | 0%                                            | 207,768                                  |
| Transfers (Out)                           | (223,000)        | (5,058)                      | 217,942                            | 2%                                            | (200,000)                                |
| <b>NET TRANSFERS IN (OUT)</b>             | <b>(16,814)</b>  | <b>(5,058)</b>               | <b>11,756</b>                      |                                               | <b>7,768</b>                             |
| <b>CHANGE IN NET POSITION</b>             | <b>\$ 75,979</b> | <b>\$ 422,504</b>            | <b>\$ 346,525</b>                  |                                               | <b>\$ 455,519</b>                        |

CHASKA CURLING AND EVENT CENTER FUND  
REVENUES, EXPENSES AND CHANGES IN NET POSITION  
BUDGET, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE  
FOR THE PERIODS ENDING 8/31/2020 AND 8/31/2019

|                                         | 2020<br>ORIGINAL<br>BUDGET | 2020<br>AMENDED<br>BUDGET | ACTUAL<br>AS OF<br>8/31/2020 | VARIANCE<br>POSITIVE<br>(NEGATIVE) | PERCENT<br>OF BUDGET<br>RECEIVED/<br>EXPENDED | PRIOR YEAR<br>YTD<br>ACTUAL<br>8/31/2019 |
|-----------------------------------------|----------------------------|---------------------------|------------------------------|------------------------------------|-----------------------------------------------|------------------------------------------|
| <b>OPERATING REVENUES:</b>              |                            |                           |                              |                                    |                                               |                                          |
| Memberships                             | \$ 142,067                 | \$ 106,550                | \$ 94,557                    | \$ (11,993)                        | 89%                                           | \$ 99,590                                |
| Rentals                                 | 199,257                    | 54,138                    | 35,302                       | (18,836)                           | 65%                                           | 112,289                                  |
| Lessons                                 | 237,311                    | 118,725                   | 81,240                       | (37,485)                           | 68%                                           | 148,825                                  |
| Leagues                                 | 219,075                    | 107,674                   | 78,014                       | (29,660)                           | 72%                                           | 113,479                                  |
| Leases                                  | 409,000                    | 237,500                   | 113,546                      | (123,954)                          | 48%                                           | 245,921                                  |
| Other Sales Revenue                     | 68,371                     | 39,119                    | 23,028                       | (16,091)                           | 59%                                           | 61,427                                   |
| <b>TOTAL OPERATING REVENUES</b>         | <b>1,275,081</b>           | <b>663,706</b>            | <b>425,687</b>               | <b>(238,019)</b>                   | <b>64%</b>                                    | <b>781,531</b>                           |
| <b>OPERATING EXPENSES:</b>              |                            |                           |                              |                                    |                                               |                                          |
| Administration:                         |                            |                           |                              |                                    |                                               |                                          |
| Personnel Services                      | 354,757                    | 349,317                   | 232,420                      | 116,897                            | 67%                                           | 109,797                                  |
| Supplies, Services & Other Charges      | 345,385                    | 343,025                   | 202,157                      | 140,868                            | 59%                                           | 301,973                                  |
| Event Center:                           |                            |                           |                              |                                    |                                               |                                          |
| Personnel Services                      | 103,881                    | 98,544                    | 65,954                       | 32,590                             | 67%                                           | 62,695                                   |
| Supplies, Services & Other Charges      | 39,953                     | 31,207                    | 12,474                       | 18,733                             | 40%                                           | 10,516                                   |
| Curling Center:                         |                            |                           |                              |                                    |                                               |                                          |
| Personnel Services                      | 241,359                    | 210,561                   | 135,509                      | 75,052                             | 64%                                           | 250,966                                  |
| Supplies, Services & Other Charges      | 117,708                    | 87,693                    | 49,111                       | 38,582                             | 56%                                           | 78,971                                   |
| Crooked Pint                            | 53,326                     | 74,963                    | 60,802                       | 14,161                             | 81%                                           | 112,991                                  |
| Curling/ Non-recurring Events           | -                          | -                         | -                            | -                                  |                                               | 69                                       |
| Capital Outlay                          | 5,000                      | 5,000                     | -                            | 5,000                              |                                               | -                                        |
| <b>TOTAL OPERATING EXPENSES</b>         | <b>1,261,369</b>           | <b>1,200,310</b>          | <b>758,427</b>               | <b>441,883</b>                     | <b>63%</b>                                    | <b>927,978</b>                           |
| <b>OPERATING INCOME</b>                 | <b>13,712</b>              | <b>(536,604)</b>          | <b>(332,740)</b>             | <b>203,864</b>                     |                                               | <b>(146,447)</b>                         |
| <b>NON-OPERATING REVENUES:</b>          |                            |                           |                              |                                    |                                               |                                          |
| Investment Earnings (Charges)           | (11,800)                   | (100,000)                 | 692                          | 100,692                            |                                               | 2,852                                    |
| <b>TOTAL NON-OPERATING REVENUES</b>     | <b>(11,800)</b>            | <b>(100,000)</b>          | <b>692</b>                   | <b>100,692</b>                     |                                               | <b>2,852</b>                             |
| <b>NON-OPERATING EXPENSES:</b>          |                            |                           |                              |                                    |                                               |                                          |
| Debt Service-Principal                  | 1,000,000                  | 1,000,000                 | 1,000,000                    | -                                  | 100%                                          | 980,000                                  |
| Debt Service-Principal (Contra Account) | -                          | -                         | (1,000,000)                  | 1,000,000                          |                                               | (980,000)                                |
| Debt Service-Interest                   | 585,877                    | 585,877                   | 472,636                      | 113,241                            | 81%                                           | 284,670                                  |
| Issuance Costs & Fiscal Agent Fees      | 1,600                      | 3,200                     | 3,200                        | -                                  | 100%                                          | 3,200                                    |
| <b>TOTAL NON-OPERATING EXPENSES</b>     | <b>1,587,477</b>           | <b>1,589,077</b>          | <b>475,836</b>               | <b>1,113,241</b>                   | <b>30%</b>                                    | <b>287,870</b>                           |
| <b>INCOME (LOSS) BEFORE TRANSFERS</b>   | <b>(1,585,565)</b>         | <b>(2,225,681)</b>        | <b>(807,884)</b>             | <b>1,417,797</b>                   |                                               | <b>(431,465)</b>                         |
| <b>TRANSFERS IN (OUT):</b>              |                            |                           |                              |                                    |                                               |                                          |
| Transfers In                            | 1,587,477                  | 1,597,168                 | 1,254,751                    | (342,417)                          | 79%                                           | 1,475,446                                |
| <b>CHANGE IN NET POSITION</b>           | <b>\$ 1,912</b>            | <b>\$ (628,513)</b>       | <b>\$ 446,867</b>            | <b>\$ 1,075,380</b>                |                                               | <b>\$ 1,043,981</b>                      |



