Zoom Option

In order to practice social distancing related to the COVID-19 pandemic, the Chaska City Council meeting on Monday, November 16, 2020 will be held **virtually on a platform called Zoom.** To learn more about participating or watching the meetings, visit www.chaskamn.com. Any questions about how to participate should be directed to the Chaska Communication Department at communications@chaskamn.com or (952)448-9200.

WORK SESSION
Town Course and Curling Budget Review
5:30 – 7:00 PM

AGENDA
CHASKA CITY COUNCIL
CHASKA EVENT CENTER -3210 CHASKA BLVD. & ZOOM
Monday, November 16, 2020
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adopt Agenda
5. Action Item
   - 5.A. Adopt Resolution 2020-91, Declaration to go to an all Virtual Meeting Platform

6. Visitor Presentation

    6.A. Met Council & Transit Issues Update by Deb Barber - Met Council Member Dist. 4

7. Approve Previous Meeting Minutes

    7.A. Approve the November 2, 2020 City Council Meeting Minutes

    7.B. Approve the November 13, 202 Election Canvass Meeting Minutes

8. Consent Items

    8.A. East Chaska Creek Restoration Project

    8.B. Memorandum of Understanding for Recreation Services Between the City of Carver and the City of Chaska

    8.C. Adopt Resolution 2020-89, Issuance and Sale of Bonds: Series 2020F

9. Action Items

    9.A. Adopt Resolution 2020-87, Authorizing Letter of Intent for Partnership Between the City of Chaska and the Arts Consortium of Carver County that Includes Leased Community Center Space and Programming

    9.B. Human Rights Commission Strategic Plan

    9.C. Adopt Resolution 2020-88, Expansion of Accessory Structure - Krone

10. Bills

    10.A. ACCOUNTS PAYABLE COUNCIL ROSTER 11-16-2020

11. Other Business

    11.A. City Administrator's Report

        11.A.i. Biweekly 11-16-2020

    11.B. Other Reports

        11.B.i. Financial Reports - September

        11.B.ii. Park Board Meeting Change

12. Adjourn

REQUEST FOR ACTION
CHASKA CITY COUNCIL
11/16/2020

Subject: **Adopt Resolution 2020-91 Declaring an all Virtual Meeting Platform**

Prepared By: **Denise Beebe – Senior Clerk**

As the City Council is aware, COVID-19 Pandemic cases have spiked nationally over the last 14 days. Minnesota cases increased 175% and Carver County case alone increased 280% in just over the last two weeks. Bringing hospitalization up 64% and deaths up 57%.

At the March 16, 2020 City Council Meeting Resolution #2020-24 was adopted providing a declaration of local emergency invoking the city's disaster plan. Under this declaration the city may go to an all virtual meeting platform for City Council and Commission meetings.

Staff is recommending that due to the rapid spike in COVID -19 cases and to protect the public health safety and welfare of council members, city staff and citizens that it adopts the resolution to go back to an all virtual zoom platform for meetings.

CITY COUNCIL ACTION REQUESTED

Motion to approve Resolution 2020-91 all City Council and City Commission meetings go to an all virtual zoom platform.

RESOLUTION NO. 2020-91

CITY OF CHASKA
CARVER COUNTY, MINNESOTA

RESOLUTION ENACTED UNDER AUTHORITY OF THE CITY OF CHASKA EMERGENCY DISASTER PLAN TO GO TO AN ALL VIRTURAL MEETING PALTFORM

WHEREAS, THE MAYOR AND THE CITY COUNCIL, of the City of Chaska has found that the following situation (the "Situation") exists:

Spike in COVID 19 Pandemic Cases

WHEREAS, the Mayor has determined that the Situation is a local emergency; and

WHEREAS, Mayor and the City Council of the City of Chaska agrees with Carver County facts and findings and further finds that the Situation will last for more than three (3) days, which would be the period of time defined in State Statute the Mayor could declare an emergency without consent of the Council;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Chaska, Minnesota, as follows:

The city council declares the Situation constitutes a local emergency continuing until federal or state action declaring an end to the state of emergency or subsequent determination of the Chaska City Council.

This declaration of a local emergency will invoke the city's disaster plan. The plans portions that are necessary for City Council and City Commissions to go to an all virtual zoom meeting platform to protect the public health, safety and welfare of City Council members, staff and its citizens.

PASSED AND DULY ADOPTED by the City Council of the City of Chaska this 16th day of November, 2020.

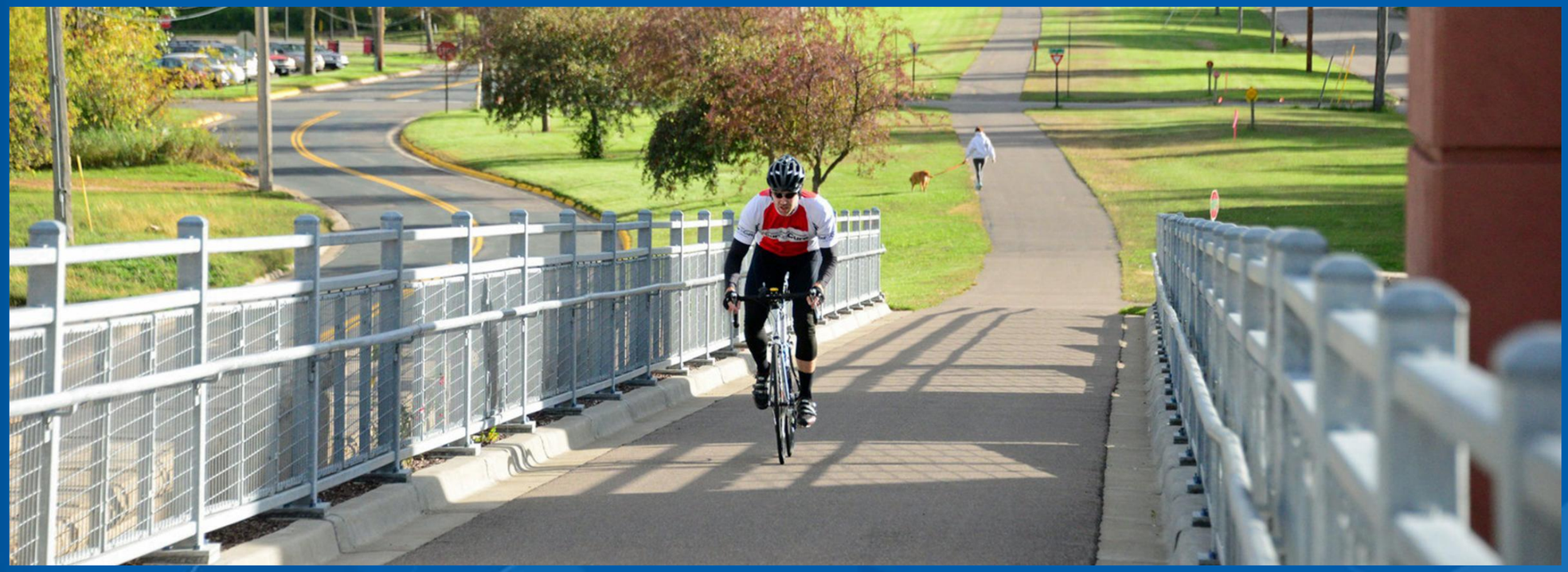
_____
Mark Windschitl, Mayor

ATTEST:

_____
Matt Podhradsky, City Administrator

Preparing our region for the future

Metropolitan Council



November 12, 2020

Chaska Rotary Club

Council Member Deb Barber – District 4

METROPOLITAN COUNCIL

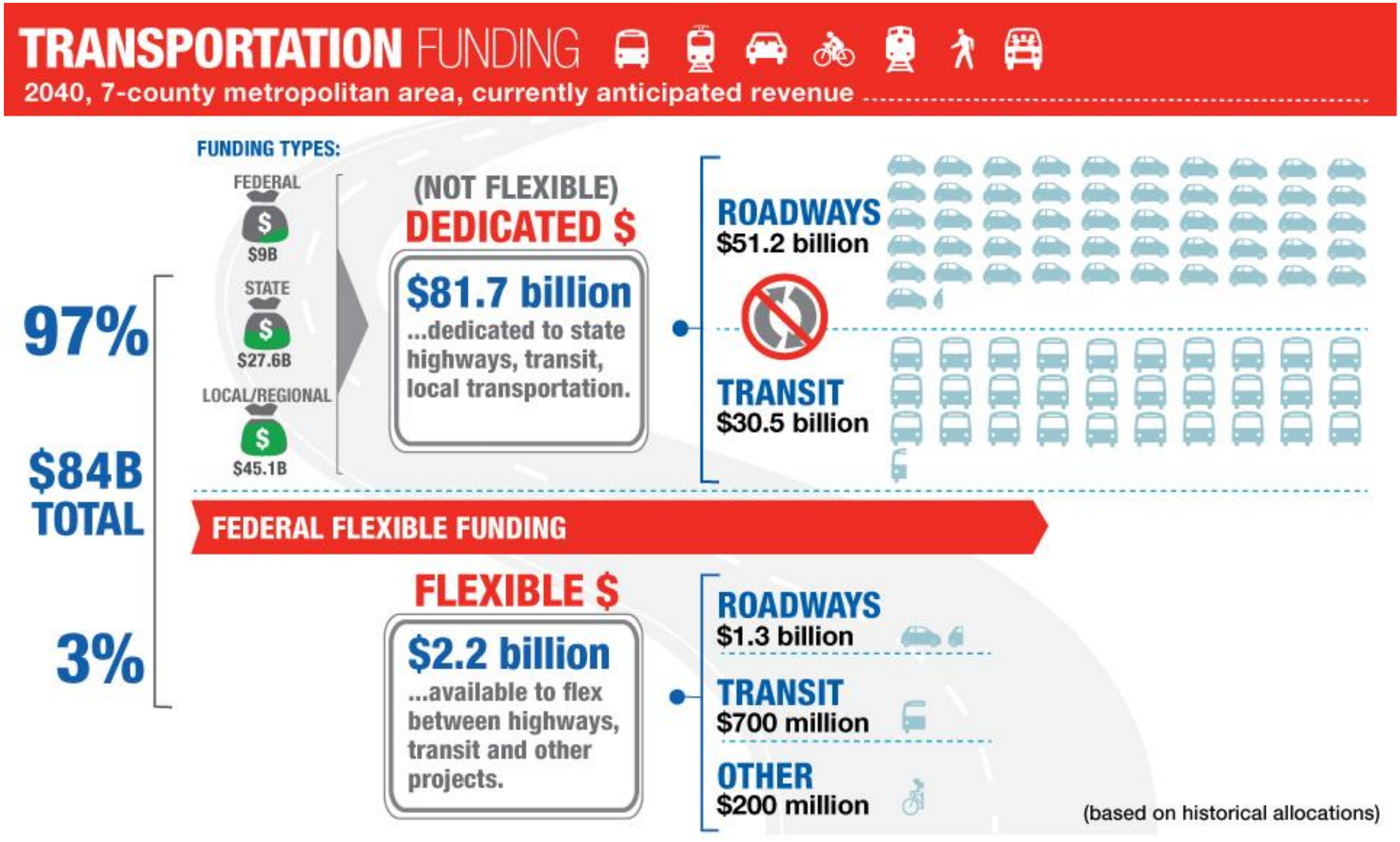
Council Governance

- Governor Walz established a Blue Ribbon Committee in August to examine the structure and services of the Metropolitan Council. The committee is examining:
  - The role of elected versus appointed Metropolitan Council members
  - The Metropolitan Council's role as a Metropolitan Planning Organization, and identify and evaluate the ways this federal designation may complement and/or conflict with the Met Council's responsibilities under Minnesota law
  - The effectiveness of the delivery of regional transit service

Transit and Transportation

- The Metropolitan Council undertakes transportation planning for the region, in collaboration with local communities
- The Metropolitan Council runs Metro Transit and Metro Mobility (paratransit) for the region
- Other transit providers, such as SouthWest Transit and Minnesota Valley Transit Authority, also operate service in the region
- The Metropolitan Council works with each transit provider to ensure the transit system is integrated in addressing the region's needs
- The Metropolitan Council also has a Transportation Advisory Board (TAB), that makes recommendations about how to spend Regional Solicitation Funds

Dedicated and Flexible Transportation Funding, 2015-2040



METROPOLITAN COUNCIL

Metro Area Transit Funding

Motor Vehicle Sales Tax

Fares

State General Fund

County Sales Tax

Federal Formula

Regional Transit Capital Bonds

Ongoing

Federal Competitive (New Starts, Reg Sol.)

County Regional Railroad Auth.

State Bonds

Project Specific

Transit Operating

-Routes
-Drivers
-Fuel

Transit Capital

-Maintenance and Expansion
-Buses & Trains
-Garages
-Stops & Stations

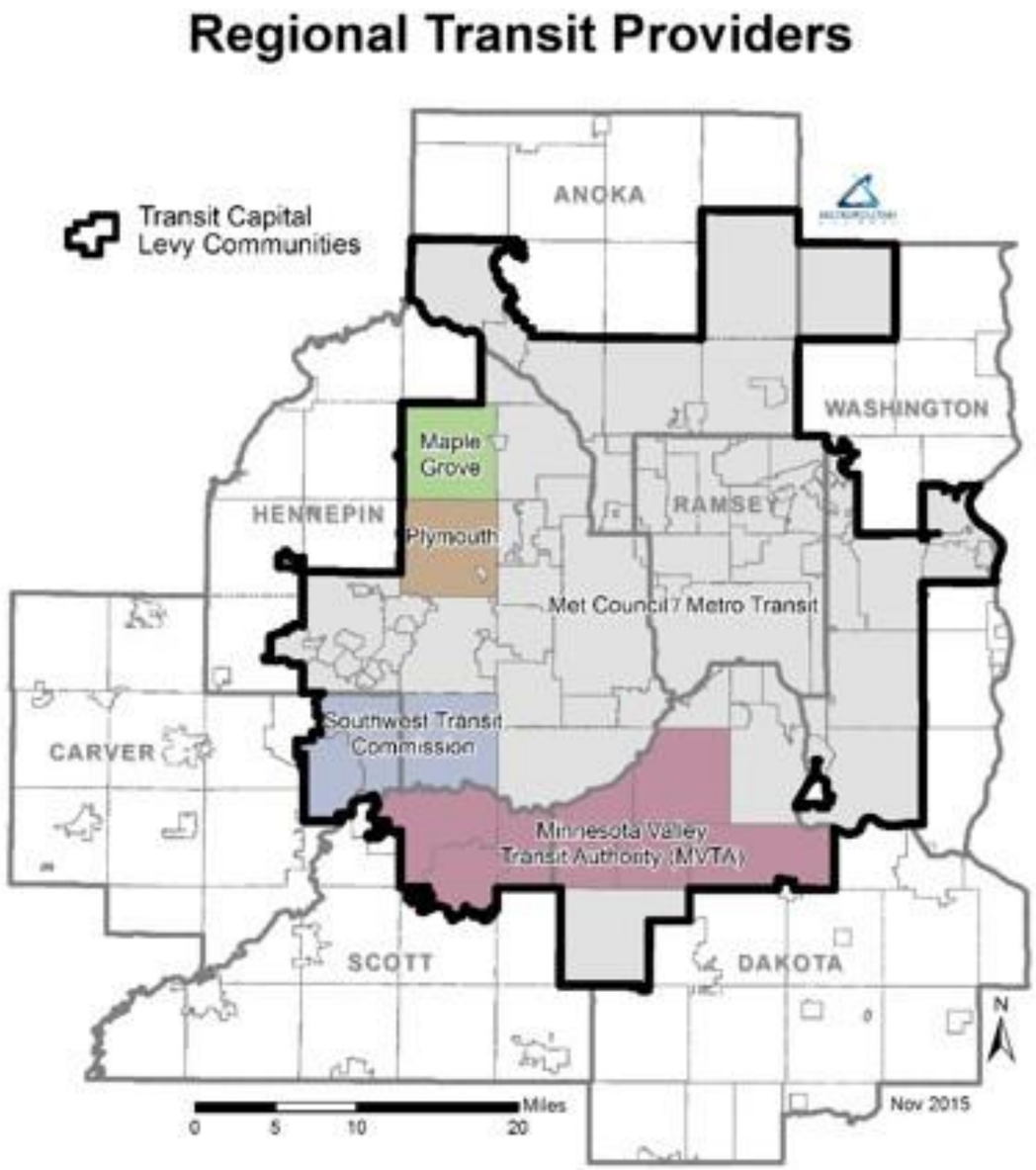
Dashed lines are possible uses but rare

Transit Funding

- Bus operations rely on the Motor Vehicle Sales Tax (MVST)
  - State of MN forecast February and November each year
  - Council budgets 95% of MVST and any actual MVST receipts above 95% used in following year budget
  - Volatile revenue source – can change February & November
  - Future sales tax necessary to fund future transit service
  - Without a future dedicated and stable source of tax revenues, budgets will be volatile with insufficient revenues

Transit Funding

- Operating funds are passed through to suburban transit providers
  - Revenues allocated based on State Transit Funding Policy
  - Suburban Providers allocated more than directed in law.



STP Funding

- From 2008 to 2018, STPs received funding from:
  - MVST
    - Statutory fixed share allocation
    - Regional allocation based on need (RA-MVST)
  - Fares
  - Miscellaneous sources (advertising, leases)
  - Occasional one-time general fund allocations
  - Pre-2018 RA-MVST policy was major point of contention
  - 2017 legislature increased STP MVST allocation– 2017 law also required new allocation policy
  - STPs now receive 11.1% of Regional Transit Operating Funding

New Policy – Simple Block Grant

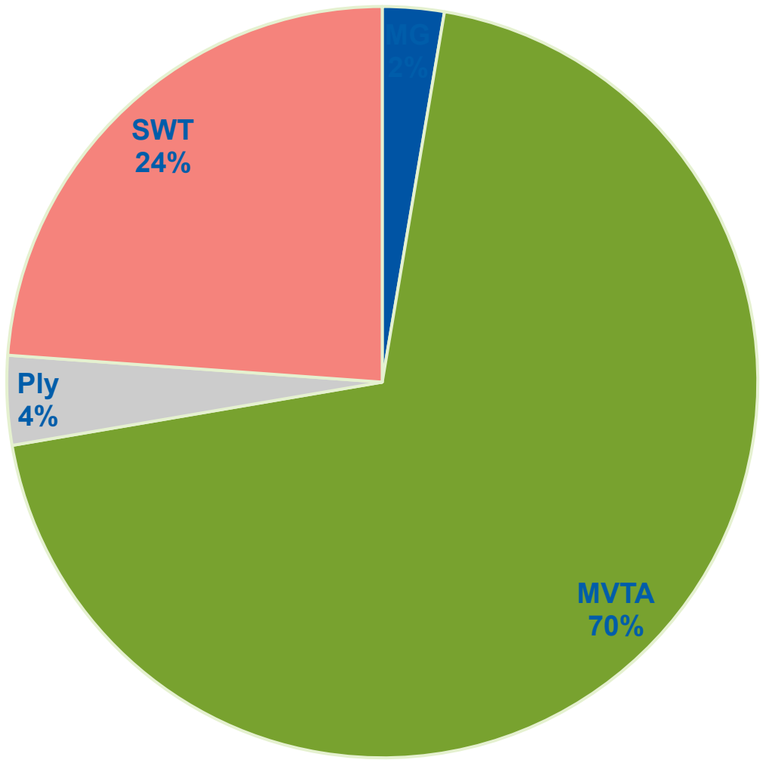
- Change from MVST Policy to a State Revenue Policy (MVST + Gen. Fund)
- State Revenue types and primary uses
  - State Appropriations: Federal and State mandates **first**
    - Metro Mobility, Blue Line, Green Line and Northstar
  - Any state general fund appropriation left shared among all providers
  - MVST used for Bus system and regional planning

State Revenue Distribution Formula

	Revenue Share	Bus Ridership Share*
Met Council	88.9%	92.0%
Maple Grove	1.0%	1.4%
MVTA	5.9%	4.2%
Plymouth	1.5%	0.9%
SouthWest Transit	2.7%	1.6%

*2018 Ridership

Block Grant Allocation
(11.12% to STPs)



State Revenue includes MVST and available General Funding

Transitway Operations Funding

Current law/policy

Line	Mode	Status	Local	State/Met. Council
Blue Line	LRT	Operating	50% (County)	50% (State General Fund)
Green Line	LRT	Operating	50% (Counties)	50% (State General Fund)
A Line	Arterial BRT	Operating		100% (Metro Transit MVST)
C Line	Arterial BRT	Operating		100% (Metro Transit MVST)
Red Line	Highway BRT	Operating		100% (Council MVST)
Orange Line	Highway BRT	Open 2021	50% (Counties)	50% (Metro Transit MVST)
Green Line X (SWLRT)	LRT	Open 2023	100% (County)	
Gold Line	Dedicated BRT	Open 2024	50% (Counties)	50% (Metro Transit TBD)
B Line	Arterial BRT	Funded		100% (Metro Transit MVST)
D Line	Arterial BRT	Funded		100% (Metro Transit MVST)

METROPOLITAN COUNCIL

Transit Funding – Capital funds

- Over $120 million is planned from 2021-2026 for capital improvements for suburban transit providers

Transit and Transportation – CARES Act

- Grantees must follow federal grant rules and guidelines
  - FTA directly audits the Council
  - Council is responsible for monitoring subrecipients (regional providers)
- No local match required – grants are 100% federal
- Expenses occurring after January 20, 2020 are eligible
- Funds available until expended

Transit and Transportation – CARES Act

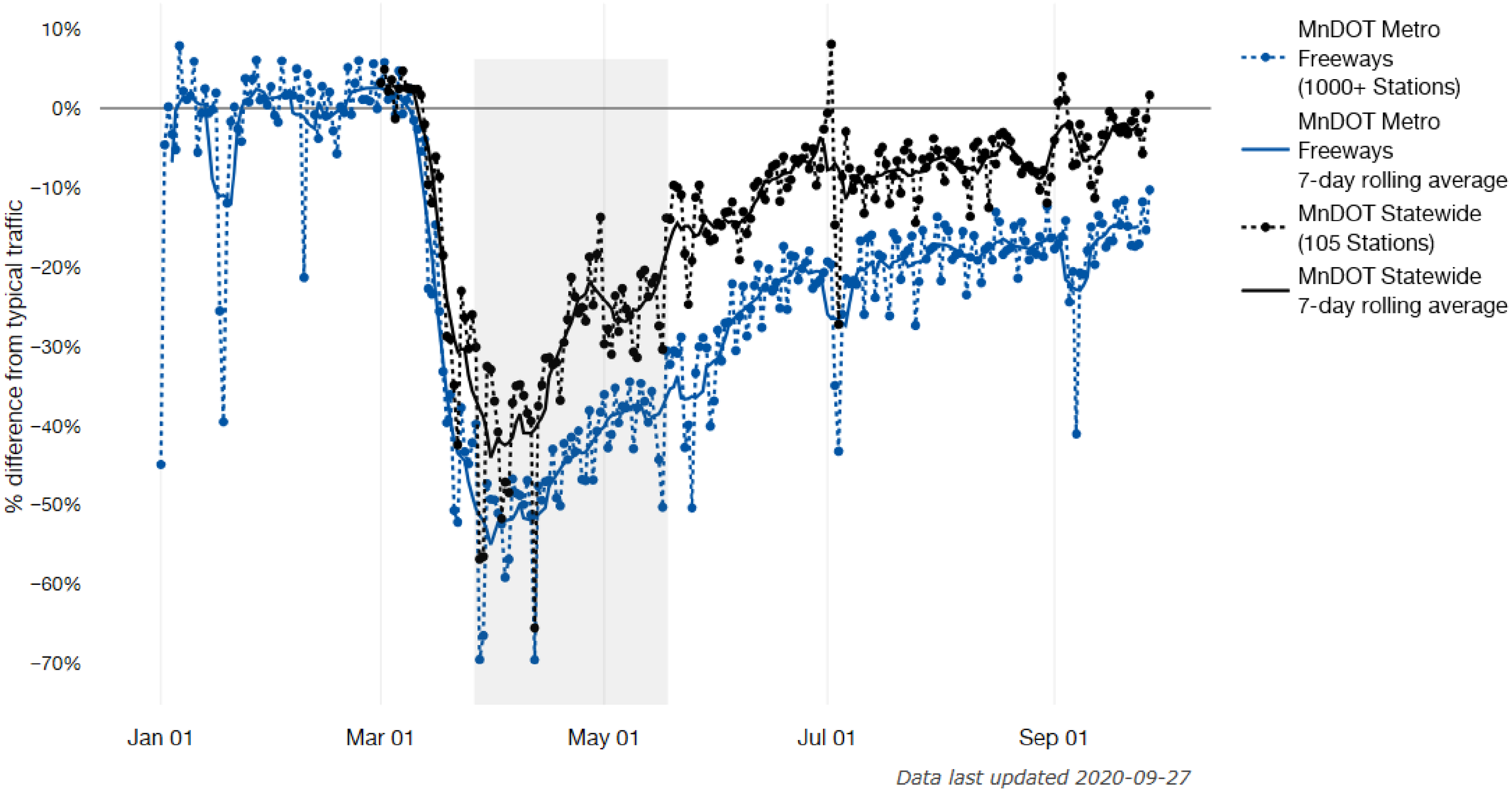
Regional Provider	Regional Allocation
Maple Grove	$1,213,690
Metropolitan Council	$214,367,788
Minnesota Valley Transit Authority	$6,118,007
Plymouth Metrolink	$1,188,885
Southwest Transit	$2,525,156
University of Minnesota	$1,085,532
Regional Total	**$226,499,058**

COVID-19 and Transportation

Steps Taken in 2020 to Mitigate Impact of Pandemic

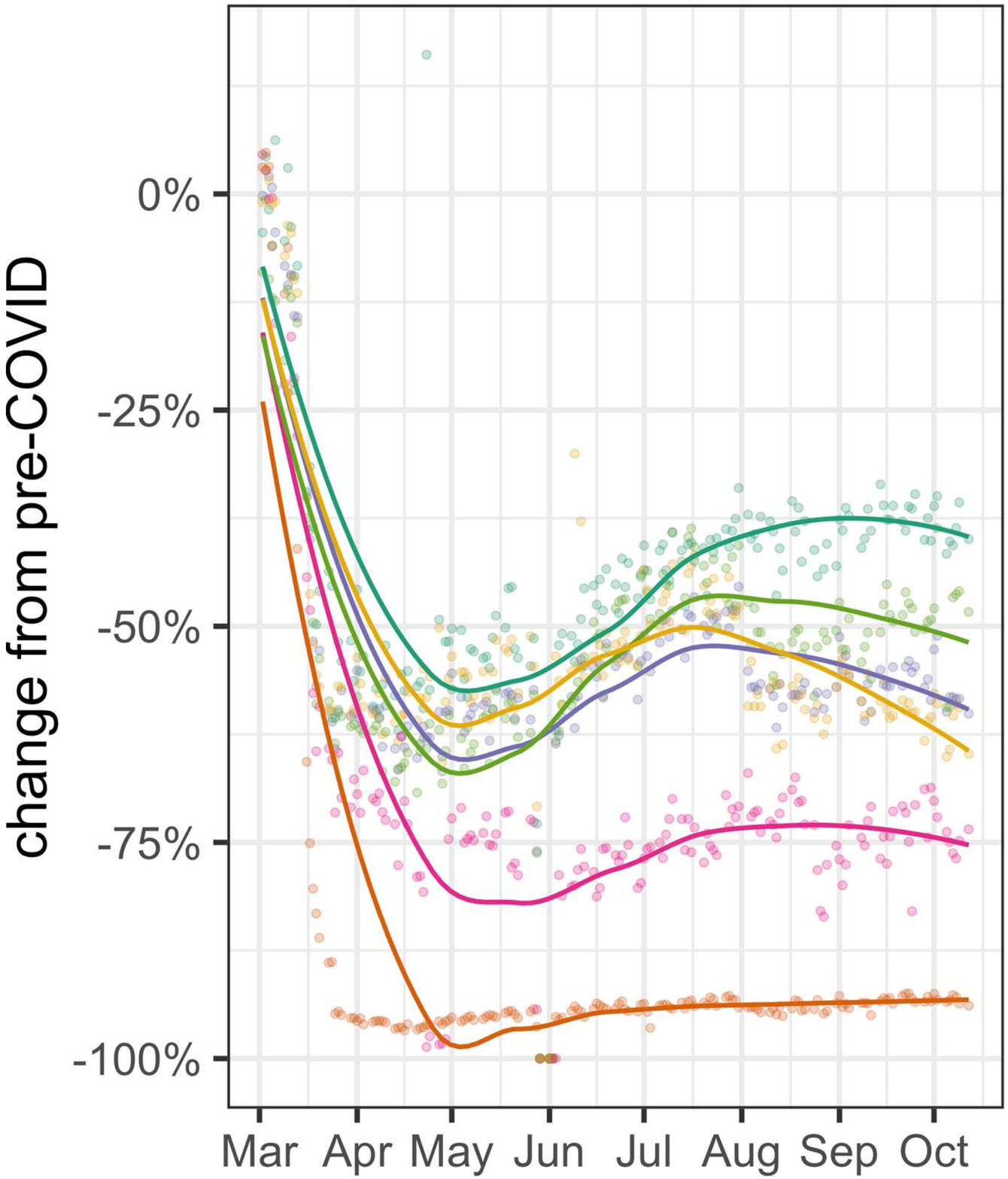
- Bus
  - Adjusted to 60% Service Levels plus overloads (social distancing) March 25th, 65% June 13th, September 12th 80% of pre-pandemic service
  - Back door boarding began April 18th, Return to Front door boarding August 1st
- Light Rail
  - Adjusted from 10-minute to 20-minute service frequency March 25th; Returned to 10-minute service frequency September 2020
  - Adjusted Time spans of Service
- NorthStar
  - Reduce to two daily weekday round trips, no weekend service March 2020
  - Adjusted contract with BNSF August 2020 to the reduced service level
- Metro Mobility
  - Grocery and food delivery, essential health care worker service
  - Single seat rides for Metro Mobility customers
- PPE for drivers, customers wearing masks and increased cleaning of fleet and facilities

Travel on freeways during COVID-19



Data last updated 2020-09-27

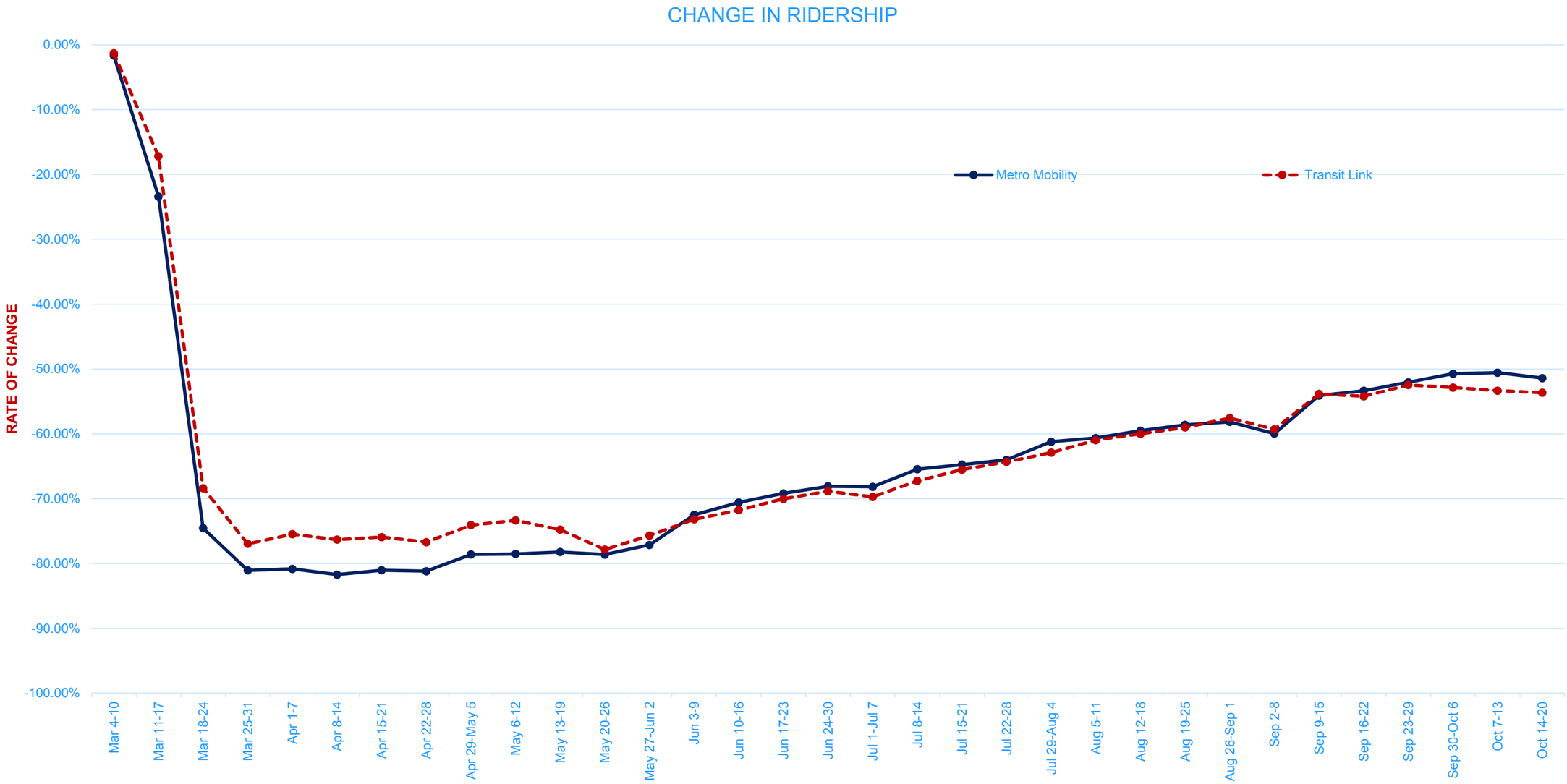
Transit ridership during COVID-19



- BRT
- Suburban Local
- Core Local
- Supporting Local
- Light Rail
- Commuter Express & Northstar

METROPOLITAN COUNCIL

Transit Link and Metro Mobility ridership during COVID-19



COVID-19 Impact on Revenue

- Gas tax receipts have declined from forecast
- Motor Vehicle Sales Tax (MVST), primary funding source of fixed route bus service, is at 96% of late 2019 Forecast
- Transit fares deeply impacted by COVID
- State General Fund Deficit announced
- Federal CARES funding filled transit funding gaps in 2020/21

Updated Transportation Program Forecast

Council CY 2021 Proposed Budget (Sept 2020 Revenue Projection)	SFY 2021	SFY 2022	SFY 2023	SFY 2022-23
Base Revenues for Operations	602.2	598.7	602.9	1,201.6
Operating Expenses	616.3	641.5	684.0	1,325.5
Structural Position	(14.1)	(42.8)	(81.1)	(123.9)
Non-Base State Appropriation	13.0	-	-	-
Available Program Reserves	0.1	30.9	14.0	44.9
Financial Position	(1.0)	(11.9)	(67.1)	(79.0)

Dollars in millions

What is Future of Travel?

- Council has done extensive survey to track issue in region, surveys initiated to understand:
  - Rapid changes to travel behavior
  - Whether some travel behavior changes might be permanent (e.g., teleworking, online shopping, delivery services)
  - Disproportionate effects of COVID-19 on the health & economy of communities of color and low-income households
  - Equity of access to recreation and trails
  - Anticipated changes to revenue (motor vehicle sales tax, transit fares)
  - Metro Transit: consideration of policies that would protect health of riders

How has your commute changed?

Across all incomes, workers who used to …

use public transit are primarily teleworking (58%), driving (12%) or unemployed (16%). Only 11% continue to take transit to work.

drive to work are teleworking (48%), or still driving to work (39%), with a smaller share unemployed or furloughed (13%).

telework continue to do so (91%), with some now driving to work (7%) and very few unemployed (2%).

bike or walk to work are most likely teleworking (62% and 31% respectively).

METROPOLITAN COUNCIL

How has your work commute changed?

Relative to pre-outbreak, & including those newly-unemployed, the number of…

car commuters shrank by 58%

bike commuters shrank by 67%

transit commuters shrank by 85%

teleworkers increased ***8x***

Perceived employer support of telework

Employees who currently teleworked were asked "**How likely do you think your employer would be to allow you to continue to work from home after you can commute to work again?"**

- 39% say their employer would be very likely to allow continued telework
- 30% somewhat likely
- 9% neutral
- 11% somewhat unlikely
- 11% very unlikely

Will the new telework culture reduce VMT?

- Employees who are currently teleworking some amount said that they preferred to work from home 2 days more per week* than they did before the pandemic.
- Counting *only* those who also said their employer was "Very likely" to support continued telework, this represents a reduction of ~650,000 round-trip commutes per week across the region.
- Our next step is to translate these rough trip estimates into VMT and emissions numbers by leveraging 2019 TBI data on personal vehicles, mode type, and commute distance/route.

**unweighted average.*

Employer attitudes are important – an example

An estimated **216,000** Metro workers (13% of the adult workforce) who had ***never*** teleworked before are now teleworking five days a week.

Of these new teleworkers, **~183,000** (11% of the adult workforce) say they would like to continue teleworking at least one day per week in the future, with the vast majority saying they would like to telework 2+ days per week.

Of these, about half (**~83,000 workers,** 5% of the adult workforce) say their employer would be likely to support continued telework,

While another half (**~81,000 workers**) say their employer would be unfavorable to continued telework.

METROPOLITAN COUNCIL

Next Steps

- We will continue to monitor travel behavior for changes
- Have new COVID-19 specific studies outlined in the updated transportation policy plan
- Have established a policy-maker group with council members and representatives of each of the suburban transit providers
- Working together to develop plans on how to secure additional funding to support the regional transit system

Council Member Deb Barber
Deb.Barber@metc.state.mn.us

Thank you!

DRAFT

- MINUTES -
CHASKA CITY COUNCIL
November 2, 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; Liz Hanson, City Planner; Luke Melchert, City Attorney; Noel Graczyk, Administrative Services Director; City Engineer Matt Clark; Nate Kabat, Assistant Administrator; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda
Motion by Councilmember Huang, second by Councilmember Hubbard to adopt the agenda as presented. Motion carried.

5. Visitor Presentation
None.

6. Minutes
Motion by Councilmember Huang, second by Councilmember Grau to approve the minutes of the October 19, 2020 City Council meeting. Motion carried.

7. Consent Agenda
Mayor Windschitl asked for clarification regarding the details of Item B.

City Administrator Podhradsky summarized the details of the Ordinance.

Motion by Councilmember Hubbard, second by Councilmember Huang to approve the Consent Agenda Items A through B:

A. Adopt Resolution 2020-86, Livable Community Resolution

Motion to adopt Resolution No. 2020-86 electing to continue participating in the local housing incentives account program under the Metropolitan Livable Communities Act.

B. Adopt Ordinance 982, Amending Chapter 6, Section 6.28 Tobacco Control Program of the Code of Ordinances

Motion to adopt Ordinance 982, Amending Chapter 6, Section 6.28 Tobacco Control Program of the Code of Ordinances.

Motion carried.

DRAFT

8. Action Items

There were no action items.

9. Bills

9.A. Accounts Payable Council Roster 11-2-2020

The Council requested further information about bills on pages 1, 2, 5, 11, 12, and 19.

City Administrator Podhradsky provided further information regarding those bills.

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

10. Other Business

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report November 2, 2020

10.B. Other Reports

10.B.i. 2nd-Qtr. 2020 Investment Report dated November 2, 2020

Councilmember Hatfield:

- Reminded residents to vote tomorrow if they have not done so already.

Councilmember Grau:

- Expressed condolences to the family of Karen Campbell, a community member who recently passed away.

Councilmember Hubbard:

- Reported the levy system tour was really informative.
- Noted she met with the group Beyond New Beginnings and received an update regarding that program.
- Reported she met with the Elected Leaders of Carver County to discuss affordable housing.
- Also expressed condolences to Karen's family.

Councilmember Huang:

- Expressed condolences to Karen's family.
- Noted First Responder's Day was October 28th and thanked all those who serve in that role in Chaska.
- Noted Halloween was a lot different this year.
- Reminded residents to vote tomorrow if they have not done so.
- Noted November 8th is National STEM Day and National Parents-as-Teachers Day.
- Noted November 11th is Veteran's Day. Mayor Windschitl noted there will be a ceremony at Veteran's Park at 11 am and that the middle school taped their program last week and will show it on Veteran's Day.

DRAFT

- Noted there will be a food distribution event on November 12th at the old Gedney factory and that volunteers are welcome.
- Provided details regarding the radio play that the Chaska High School Theater Department.
- Inquired if there is any update on getting the Met Council representative to a Council Meeting soon. City Administrator Podhradsky stated she is coming to the Council Meeting on the 16th.

Assistant Administrator Kabat:

- Noted he helped get election sites set up today and that they are ready to go for tomorrow. He stated a lot of effort has been put into place to keep the sites safe.

City Administrator Podhradsky:

- Offered condolences to Karen's family and noted she loved to come to work.

Mayor Windschitl:

- Offered condolences to Karen's family and shared how much she was appreciated at the Lodge.
- Noted he was caught in traffic at a roadblock at the tracks on Bavaria and Pioneer for 25 minutes and noted a resident also called him about it and noted the work to switch the sidings is going late into the night. City Administrator Podhradsky stated he will look into it. Councilmember Hubbard noted she has received communications from residents in the Tuscany Hills neighborhood regarding a request for silent railroad crossing.
- Noted the next Council Meetings are November 16th and 30th.
- Reminded residents about the Beyond the Budget series put out by the City.
- Reminded residents to vote tomorrow and to clean up their candidate signs in a timely manner. Councilmember Huang noted there is a Canvassing Meeting on November 13th.

11. Adjourn

Motion by Councilmember Huang, second by Councilmember Grau to adjourn the meeting at 7:35 pm.
Motion carried.

DRAFT

- MINUTES -
CHASKA CITY COUNCIL
November 13, 2020

1. Call to Order
The meeting was called to order by Mayor Windschitl at 4:38 pm.

2. Pledge of Allegiance

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

Also Present: Matt Podhradsky, City Administrator; Denise Beebe, Senior Clerk; and Kevin Wright, Communication's Director

4. Adopt the Agenda

5. Adopt Resolution No. 2020-90, Certifying the Results of the November 3, 2020 Municipal General Election
City Administrator Podhradsky presented the item.

Motion by Councilmember Hatfield, second by Councilmember Grau, to adopt Resolution No. 2020-90 Certifying the Results of the November 3, 2020 Municipal General Election.
Motion carried

6. Adjourn
Motion by Councilmember Huang, second by Councilmember Hubbard to adjourn the meeting at 4:52 pm.
Motion carried.

REQUEST FOR ACTION
CHASKA CITY COUNCIL
11/16/2020

Subject: **Lower Minnesota Watershed District - East Chaska Creek Bank Stabilization Project**

Prepared By: Matthew Clark, City Engineer

In 2014 the Lower Minnesota River Watershed District (LMRWD) completed a strategic resource evaluation, in which several streams, including East Chaska Creek, were assessed for current and on-going erosion and maintenance issues. With the study completed the district has now committed funds towards a maintenance project in efforts to reduce sediment and erosion that is occurring along the banks and within East Chaska Creek extending from the US Corp Diversion Channel into downtown.

Watershed district representatives along with Chaska's engineering and public works department staff over the last several years have met on multiple occasions to discuss the timing of various maintenance projects. The District is now positioned to complete its first project shown on the attached exhibit. The stabilization project will be completed within the section of creek that is owned by the City of Chaska, between Crosstown Blvd and the pedestrian bridge near Fire Lane.

The Lower Minnesota River Watershed District has solicited contractor bids with the low bid received for the project being awarded to BlackStone Construction. The total project costs are estimated to be approximately $100,000 and the District has committed to fully fund the project with no City costs. BlackStone Construction has done of number of projects with no issues for the City with the most recent being Veterans Park. Staff, along with the consultants will be reaching out to some of the business owners in advance and will have information on the City's webpage prior to construction taking place. Construction, is expected to occur this winter and is anticipated to take 4-6 weeks to complete pending favorable weather conditions.

CITY COUNCIL ACTION REQUESTED

Motion to Authorize work within City Property and to approve the Construction for the East Chaska Creek Bank Stabilization Project administered by the Lower Minnesota Watershed District

East Chaska Stream Stabilization Project

WHY

East Chaska Creek is a source of sediment entering the Minnesota River as a result of ongoing streambank erosion.

The above photo highlights some of the current bank erosion occurring in East Chaska Creek.

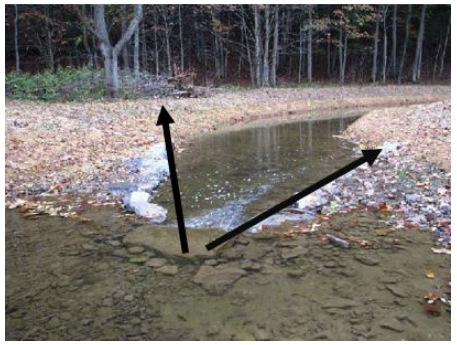
WHAT

The project will help to stabilize the banks of East Chaska Creek, mitigating the amount of sediment entering the creek as well as the Minnesota River. The project will implement stabilization practices that include root wads, rock cross vanes, and rock riprap.

HOW

Root Wads

Provide toe support for bank revegetation, collect sediment and debris, enhance bank structure



Rock Cross Vanes

Direct the stream's energy toward the center of the channel relieving pressure on the banks, establish grade control, reduce bank erosion,

Riprap Toe Protection

Rock riprap placed along the streambank to dissipate energy, protecting the slopes from erosion

WHERE

The project is located on a portion of East Chaska Creek, starting at Crosstown Boulevard and extending approximately 1,500 feet downstream

WHEN

Construction is slated to take place between January and March of 2020 and should span approximately four weeks once construction begins.

For information contact: Linda Loomis, Administrator at (763) 545-4659 or naiadconsulting@gmail.com

LOWER MINNESOTA RIVER WATERSHED DISTRICT

REQUEST FOR ACTION
CHASKA CITY COUNCIL
11/16/2020

Subject: **Memorandum of Understanding for Recreation Services Between the City of Carver and City of Chaska**

Prepared By: Marshall Grange, Parks & Recreation Director

Background

In 2015, the City of Chaska approved a 5-year agreement to provide recreation services for the City of Carver which primarily provides "resident rate reciprocity" for the Chaska Community Center, Curling Center, and Town Course. Specifically, resident rate reciprocity enables Carver residents to pay for memberships, programs, green fees, recreation activities, and so on at the same rates paid by residents of Chaska. In addition, recreation staff from the City of Chaska plan and implement various recreation programs and events in the City of Carver as part of the agreement.

Primary Components of the Proposed Memorandum of Understanding:

1) Three (3) year agreement with the option to terminate upon 120 days' notice.

2) The fee structure converts to a methodology based on usage of facilities, programming, and staff time, with an annual 4% increase for facilities and programs usage and 3.5% for staffing.

3) Seasonal outreach with the Carver Parks Commission on community events and programming.

4) Annual report.

FINANCIAL:

Current Agreement				
Year	All Inclusive Charge			Total
2016	$32,500			$32,500
2017	$65,000			$65,000
2018	$51,250			$51,250
2019	$51,250			$51,250
2020	$51,250			$51,250
	$251,250			***$251,250***

Proposed MOU				
Year	Facility Reciprocity	Program Reciprocity	Staff Time	Total
2021	$56,000	$9,011	$1,600	$66,611
2022	$58,240	$9,371	$1,656	$69,267
2023	$60,570	$9,746	$1,714	$72,030
	$174,810	$28,129	$4,970	***$207,908***

RECOMMENDATION:
The Chaska Park Board and staff recommend the continuation of recreation services for the City of Carver as outlined in the attached Memorandum of Understanding.

CITY COUNCIL ACTION REQUESTED
Motion to approve the Memorandum of Understanding for Recreation Services Between the City of Carver and the City of Chaska

ATTACHMENT:
MOU_RecreationServices_2021-2023

MEMORANDUM OF UNDERSTANDING

FOR RECREATION SERVICES

BETWEEN THE CITY OF CARVER AND CITY OF CHASKA

1. TERM

CHASKA will provide recreation services to CARVER, as specified in this memorandum of understanding, beginning January 1, 2021 through December 31, 2023. CHASKA or CARVER shall have the option to terminate or renegotiate the terms of this agreement upon one-hundred-twenty (120) days written notice to the other party.

2. PAYMENT

CARVER shall pay CHASKA bi-annual payments for recreation services as specified in the table below.

Year of Service	Total	Payment 1 January 15	Payment 2 June 15
2021	**$66,611**	$33,305.50	$33,305.50
2022	**$69,267**	$34,633.50	$34,633.50
2023	**$72,030**	$36,015	$36,015

3. FEES COLLECTED

CHASKA shall retain all collected revenues related to recreation service programming in CARVER. CHASKA shall retain all collected revenues from CARVER related to facility use and recreation programming in CHASKA.

4. RECREATION PROGRAMMING

For each programming season, CHASKA shall provide a variety of recreation programs in Carver, consistent with participation levels and based on available facilities. Examples include open gym, yoga in the park, day camps, adult sports leagues, and so on.

5. EVENT PLANNING

CHASKA shall provide resources to plan and execute up to six (6) community events in Carver. Examples include the Vehicle Fair, Summer Concerts, and so on.

CARVER shall pay for direct costs, with the exception of CHASKA labor costs, for the carrying out of event planning. Examples of direct costs include band fees, stage rental, movie rental, event supplies, and so on.

6. CHASKA RECREATION PROGRAMS

CHASKA shall provide resident reciprocity to CARVER for all recreation programs and activities provided by the Chaska Recreation Department with all benefits being identical for Chaska and Carver residents.

7. CHASKA COMMUNITY CENTER

CHASKA shall provide resident reciprocity to CARVER at the Chaska Community Center with all benefits related to the facility being identical for Chaska and Carver residents.

8. CHASKA TOWN COURSE AND THE LOOP AT CHASKA

CHASKA shall provide resident reciprocity to CARVER at the Chaska Town Course and Chaska Par 30 with all benefits related to the facility being identical for Chaska and Carver residents.

9. CHASKA CURLING CENTER AND BANQUET FACILITY

CHASKA shall provide resident reciprocity to CARVER at the Chaska Curling Center and Banquet Facility with all benefits related to the facility being identical for Chaska and Carver residents.

CITY OF CARVER:	**CITY OF CHASKA:**
_____	_____
Courtney Johnson, Mayor	Mark Windschitl, Mayor
_____	_____
Date	Date

REQUEST FOR ACTION
CHASKA CITY COUNCIL
11/16/2020

Subject: **Issuance and Sale of Bonds: Series 2020F**
Electric Utility Revenue Refunding Bonds, Series 202F

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

Overview

Baker Tilly Municipal Advisors, LLC (BTMA), Municipal Advisor to the City, and City staff together have structured a current refunding to refund the remaining outstanding portion of Electric Utility Revenue Bonds, Series 2011D. Both Series 2011D and the proposed refunding Series 2020F are supported by pledged electric utility revenues and will not be supported by a General Obligation (G.O.) pledge.

Attached is a draft resolution that established Monday, December 7, 2020 as the date of sale for Series 2020F. Attached to this resolution is a "Terms of Proposal" that outlines the structure of Series 2020F and repayment sources. The following is an overview of the proposed current refunding series.

$2,250,000 Electric Utility Revenue Refunding Bonds, Series 2020F

This series will refund the remaining outstanding portion of Electric Utility Revenue Bonds, Series 2011D and is structured as a current refunding. The amount of financing to be issued and the estimated present value savings estimated to be generated from the refunding are as follows.

Project	Current Refunding	Issuance Costs	Other Sources	PAR Bonding	Estimated Present value Savings
Current Refunding of Series 2011D	$2,182,514	$311,785	$244,299 (Debt Service Reserve from Series 2011D)	$2,250,000	$186,401 7.6%

No G.O. Pledge

The City is not pledging taxing authority to repay debt service on the Series 2020F but is pledging electric utility revenues. This is consistent with the revenue pledge that was made with when Series 2011D was originally issued.

Public Sale Date
Series 2020F series will be sold at a public sale on Monday, December 7, 2020. The winning bid will be presented to Council for acceptance at a regular Council meeting on the date of sale. Attached is a proposed set sale resolution as prepared by Dorsey and Whitney, LLP. Included in the resolution is a "Terms of Proposal" as prepared BTMA.

Also attached from BTMA is a summary report that includes detailed debt schedules for Series 2020F.

Recommendation
Staff recommends adoption of the proposed resolution for sale of Series 2020F.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Resolution No. 2020-89 authorizing issuance and sale of $2,250,000 Electric Utility Revenue Refunding Bonds, Series 2020F.

CERTIFICATION OF MINUTES RELATING TO
$2,250,000 ELECTRIC UTILITY REVENUE REFUNDING BONDS, SERIES 2020F

Issuer: City of Chaska, Minnesota

Governing Body: City Council

Kind, date, time and place of meeting: A regular meeting held on November 16, 2020, at 7:00 o'clock p.m. at the at the City offices.

Members present:

Members absent:

Documents Attached:
Minutes of said meeting (pages):

RESOLUTION NO. 2020-89

RESOLUTION AUTHORIZING ISSUANCE AND SALE OF $2,250,000 ELECTRIC UTILITY REVENUE REFUNDING BONDS, SERIES 2020F

TERMS OF PROPOSAL

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

WITNESS my hand officially as such recording officer on _____, 2020.

_____
City Administrator

RESOLUTION NO. 2020-89

RESOLUTION AUTHORIZING ISSUANCE AND SALE OF $2,250,000 ELECTRIC UTILITY REVENUE REFUNDING BONDS, SERIES 2020F

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

SECTION 1. PURPOSE. It is hereby determined to be in the best interests of the City to issue its Electric Utility Revenue Refunding Bonds, Series 2020F, in the principal amount of approximately $2,250,000 (the "Bonds"), pursuant to Minnesota Statutes, Chapters 453 and 475, to refund the October 1, 2021 through October 1, 2031 maturities of the City's Electric Utility Revenue Bonds, Series 2011D, dated December 22, 2011.

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

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

Adopted this 16th day of November, 2020.

_____
Mayor

Attest: _____
City Administrator

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

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

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

TERMS OF PROPOSAL

$2,250,000*

CITY OF CHASKA, MINNESOTA

ELECTRIC UTILITY REVENUE REFUNDING BONDS, SERIES 2020F

(BOOK ENTRY ONLY)

Proposals for the above-referenced obligations (the "Bonds") will be received by the City of Chaska, Minnesota (the "City") on Monday, December 7, 2020, (the "Sale Date") until 11:00A.M., Central Time (the "Sale Time") at the offices of Baker Tilly Municipal Advisors, LLC ("Baker Tilly MA"), 380 Jackson Street, Suite 300, Saint Paul, Minnesota, 55101, after which time proposals will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at its meeting commencing at 7:00P.M., Central Time, of the same day.

SUBMISSION OF PROPOSALS

Baker Tilly MA will assume no liability for the inability of a bidder or its proposal to reach Baker Tilly MA prior to the Sale Time, and neither the City nor Baker Tilly MA shall be responsible for any failure, misdirection or error in the means of transmission selected by any bidder. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner in which the proposal is submitted.

(a) ***Sealed Bidding.*** Completed, signed proposals may be submitted to Baker Tilly MA by email to bondservice@bakertilly.com or by fax (651) 223-3046, and must be received prior to the Sale Time.

OR

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

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

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

* *Preliminary; subject to change.*

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and wholly-owned subsidiary of Baker Tilly US, LLP, an accounting firm. Baker Tilly US, LLP trading as Baker Tilly is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. © 2020 Baker Tilly Municipal Advisors, LLC

DETAILS OF THE BONDS

The Bonds will be dated as of the date of delivery and will bear interest payable on April 1 and October 1 of each year, commencing April 1, 2021. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Bonds will mature October 1 in the years and amounts* as follows:

2021	$195,000	2024	$200,000	2026	$200,000	2028	$210,000	2030	$215,000
2022	$195,000	2025	$200,000	2027	$205,000	2029	$210,000	2031	$220,000
2023	$200,000								

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

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

BOOK ENTRY SYSTEM

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

REGISTRAR

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

OPTIONAL REDEMPTION

The Bonds will not be subject to optional redemption in advance of their respective stated maturity dates.

SECURITY AND PURPOSE

The Bonds will be special obligations of the City payable solely from net revenues of the City's electric utility and shall not constitute a debt for which the full faith and credit or taxing powers of the City will be pledged. The proceeds of the Bonds, along with a transfer of prior issue debt service reserve funds, will be used to (i) refund the October 1, 2021 through October 1, 2031 maturities of the City's Electric Utility Revenue Bonds, Series 2011D, dated December 22, 2011; (ii) fund a deposit to the Reserve Account; and (iii) pay the costs associated with the issuance of the Bonds.

BANK QUALIFIED TAX-EXEMPT OBLIGATIONS

The City will designate the Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

BIDDING PARAMETERS

Proposals shall be for not less than $2,281,500 plus accrued interest, if any, on the total principal amount of the Bonds. No proposal can be withdrawn or amended after the time set for receiving proposals on the Sale Date unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public for each maturity as stated on the proposal must be 98.0% or greater. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

ESTABLISHMENT OF ISSUE PRICE

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

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

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

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

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

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

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

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

GOOD FAITH DEPOSIT

To have its proposal considered for award, the Purchaser is required to submit a good faith deposit via wire transfer to the City in the amount of $22,500 (the "Deposit") no later than 2:00P.M., Central Time on the Sale Date. The Purchaser shall be solely responsible for the timely delivery of its Deposit, and neither the City nor Baker Tilly MA have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the City may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

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

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

AWARD

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

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

BOND INSURANCE AT PURCHASER'S OPTION

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

CUSIP NUMBERS

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

SETTLEMENT

On or about December 29, 2020, the Bonds will be delivered without cost to the Purchaser through DTC in New York, New York. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of Dorsey & Whitney LLP of Minneapolis, Minnesota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Bonds has been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

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

OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Bonds, and said Preliminary Official Statement has been deemed final by the City as of the date thereof within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For an electronic copy of the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, Baker Tilly Municipal Advisors, LLC, by telephone (651) 223-3000, or by email bondservice@bakertilly.com. The Preliminary Official Statement will also be made available at https://connect.bakertilly.com/bond-sales-calendar.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts, and interest rates of the Bonds, together with any other information required by law. By awarding the Bonds to the Purchaser, the City agrees that, no more than seven business days after the date of such award, it shall provide to the Purchaser an electronic copy of the Final Official Statement. The City designates the Purchaser as its agent for purposes of distributing the Final Official Statement to each syndicate member, if applicable. The Purchaser agrees that if its proposal is accepted by the City, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with its syndicate members for purposes of assuring the receipt of the Final Official Statement by each such syndicate member.

Dated November 16, 2020

BY ORDER OF THE CITY COUNCIL

/s/ Matthew Podhradsky
City Administrator

EXHIBIT A

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

$[PRINCIPAL AMOUNT]
[BOND CAPTION]

ISSUE PRICE CERTIFICATE

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

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

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

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

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

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

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

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

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

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

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

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

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

[UNDERWRITER]

By:_____

Name:_____

Dated: [ISSUE DATE]

SCHEDULE A

EXPECTED OFFERING PRICES

(*Attached*)

SCHEDULE B

COPY OF UNDERWRITER'S BID

(*Attached*)

EXHIBIT B

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

$[PRINCIPAL AMOUNT]
[BOND CAPTION]

ISSUE PRICE CERTIFICATE

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

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

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

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

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

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

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

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

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

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

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

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

[UNDERWRITER][REPRESENTATIVE]

By:_____

Name:_____

Dated: [ISSUE DATE]

SCHEDULE A

INITIAL OFFERING PRICES OF THE BONDS

(*Attached*)

SCHEDULE B

PRICING WIRE

(*Attached*)

SCHEDULE C

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

(*Attached*)

$2,250,000

City of Chaska, Minnesota

Electric Utility Revenue Refunding Bonds, Series 2020F

Current Refunding of 2011D Bonds

Sources & Uses

Dated 12/29/2020 | Delivered 12/29/2020

Sources Of Funds	
Par Amount of Bonds	$2,250,000.00
Transfers from Prior Issue DSR Funds	244,299.25
Total Sources	**$2,494,299.25**
Uses Of Funds	
Deposit to Current Refunding Fund	2,182,514.36
Deposit to Debt Service Reserve Fund (DSRF)	223,410.00
Costs of Issuance	55,500.00
Total Underwriter's Discount (1.400%)	31,500.00
Rounding Amount	1,374.89
Total Uses	**$2,494,299.25**

$2,250,000

City of Chaska, Minnesota

Electric Utility Revenue Refunding Bonds, Series 2020F

Current Refunding of 2011D Bonds

Debt Service Comparison

Date	Total P+I	DSR	Net New D/S	Old Net D/S	Savings
10/01/2021	211,193.44	-	211,193.44	232,970.00	21,776.56
10/01/2022	215,496.50	-	215,496.50	234,010.00	18,513.50
10/01/2023	219,482.50	-	219,482.50	239,590.00	20,107.50
10/01/2024	218,342.50	-	218,342.50	239,640.00	21,297.50
10/01/2025	217,042.50	-	217,042.50	234,460.00	17,417.50
10/01/2026	215,522.50	-	215,522.50	233,910.00	18,387.50
10/01/2027	218,722.50	-	218,722.50	237,830.00	19,107.50
10/01/2028	221,672.50	-	221,672.50	241,230.00	19,557.50
10/01/2029	219,257.50	-	219,257.50	239,090.00	19,832.50
10/01/2030	221,527.50	-	221,527.50	241,565.00	20,037.50
10/01/2031	223,410.00	(223,410.00)	-	(721.75)	(721.75)
Total	$2,401,669.94	(223,410.00)	$2,178,259.94	$2,373,573.25	$195,313.31

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings	195,313.31
Gross PV Debt Service Savings	203,505.07
Effects of changes in DSR investments	(18,478.56)
Net PV Cashflow Savings @ 1.143%(Bond Yield)	185,026.51
Contingency or Rounding Amount	1,374.89
Net Future Value Benefit	$196,688.20
Net Present Value Benefit	$186,401.40
Net PV Benefit / $437,266.05 PV Refunded Interest	42.629%
Net PV Benefit / $2,453,505.07 PV Refunded Debt Service	7.597%
Net PV Benefit / $2,160,000 Refunded Principal	8.630%
Net PV Benefit / $2,250,000 Refunding Principal	8.285%

Refunding Bond Information

Refunding Dated Date	12/29/2020
Refunding Delivery Date	12/29/2020

City of Chaska, Minnesota

Pre-Sale Summary for Issuance of Bonds

$2,250,000 Electric Utility Revenue Refunding Bonds, Series 2020F

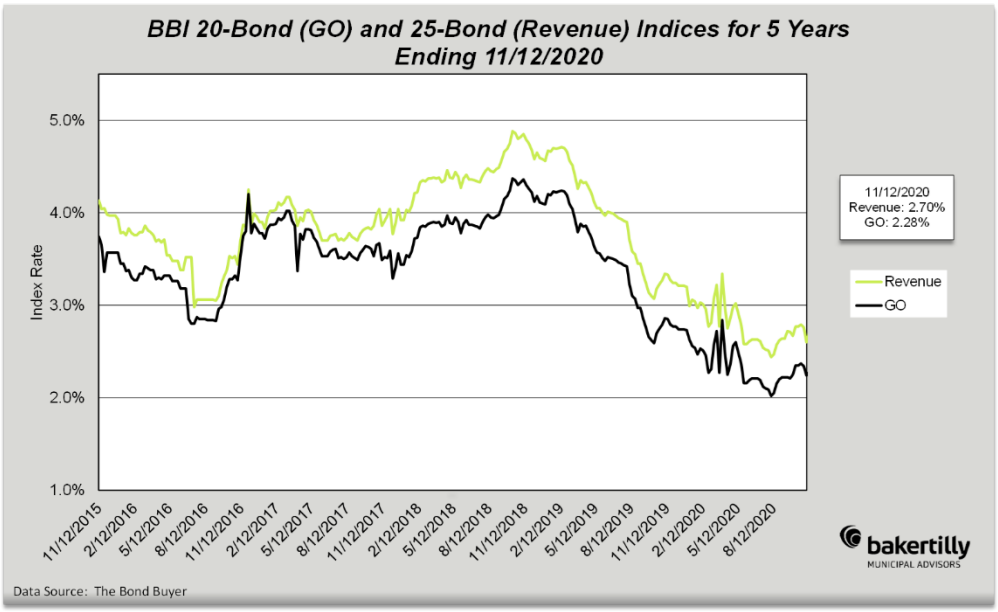
The City Council has under consideration the issuance of bonds to refund the outstanding maturities of the City's Electric Utility Revenue Bonds, Series 2011D (the "Series 2011D Bonds") for interest cost savings. . This document provides information relative to the proposed issuance.

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

November 16, 2020	Council sets sale date and terms
Week of November 23, 2020	Rating conference is conducted
December 7, 2020, 11:00 a.m.	Competitive [proposals/bids] are received
December 7, 2020, 7:00 p.m.	Council considers award of the Bonds
December 29, 2020	Proceeds are received
February 1, 2021	Redeem Series 2011D Bonds

RATING: The City's previous electric utility debt was rated by Moody's Investors Service (Moody's); however, since the City's general obligation and lease revenue debt is currently rated by S&P Global Ratings (S&P), the City will seek a rating from S&P for the Bonds. The City's electric utility debt is currently rated "A1" by Moody's. It is anticipated that S&P will rate the Bonds in the "A" category.

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



PURPOSE: Proceeds of the Bonds and debt service reserve funds of the Series 2011D Bonds will be used to (i) refund the October 1, 2021 through 2031 maturities of the City's Electric Utility Revenue Bonds, Series 2011D, dated December 22, 2011; (ii) fund the new reserve requirement and (iii) pay the costs of issuance. The refunding maturities are outstanding in the principal amount of $2,160,000 This refunding transaction is being conducted as a current refunding in which the Series 2011D Bonds will be called within 90 days of settlement of the Bonds, and is being undertaken to provide interest cost savings to the City.

Proceeds of the Series 2011D Bonds were used to finance improvements to the City's electric utility (the "Electric Utility"), including but not limited to the acquisition and installation of an electric utility substation at West Creek and improvements to the existing Minnesota River and Bluff Creek substations (collectively, the "Project").

AUTHORITY: Statutory Authority: The Bonds are being issued pursuant to Minnesota Statutes Chapters 453 and 475, as amended and a resolution to be adopted by the City on December 7, 2020 (the "Resolution").

Existing Covenants/Policies:

Existing covenants and requirements originally established pursuant to the resolution for the Series 2011D Bonds include but are not limited to (i) requirements and condition to issue additional bonds ("Additional Bonds"); (ii) establishment of certain accounts, including a debt service reserve account; (iii) covenants regarding the operation of the Electric Utility.

The City has one outstanding bond issue, its $7,220,000 Electric Utility Revenue Bonds, Series 2017A, dated September 6, 2017 (the "Series 2017A Bonds"), secured and payable from the net revenues of the City's Electric Utility on a parity with the Bonds.

Additionally, the City has outstanding its $21,760,000 Electric Revenue Refunding Bonds (Generating Facilities), Series 2015A (the "Series 2015A Bonds"). The Series 2015A Bonds were issued to refund two prior issues that were issued to finance the costs of a gas turbine electric generating facility in the City which are not a part of the Electric Utility. The Series 2015A Bonds were issued under a separate trust agreement and secured by the revenues of the Turbine Fund and agreements with the Minnesota Municipal Power Agency.

Additional Bonds: the City may issue Additional Bonds on a parity and equality to lien of the Net Revenues of the Electric Utility if the annual Net Revenues of the Electric Utility for each of the last two complete fiscal years preceding the issuance of such additional bonds have equaled at least 120% of the average annual principal and interest payable from the on all Bonds then outstanding (other than any Bonds to be refunded by the Additional Bonds) and on the Additional Bonds proposed to be issued.

Based on 2018 and 2019 net revenues of the Electric Utility of $4,100,452 and $7,507,012, respectively, and projected average annual debt service for the Bonds and the Series 2017A Bonds of $636,471, the Additional Bond requirement is met. This calculation is shown on page 9.

Debt Service Reserve Account: a debt service reserve account will be established and maintained at the Debt Service Reserve Requirement which is defined as the lesser of (i) 10% of the principal amount of the outstanding Bonds (or, if less, 10% of the issue price of the bonds net of any pre-issuance accrued interest); (ii) the maximum amount of principal and interest to become due in any future bond year on the Bonds; or (iii) 125% of the average

annual principal and interest to become due on any future bond year on the Bonds. Upon the issuance of the Bonds, the Debt Service Reserve Requirement is calculated to be $223,410. The Series 2011D Bonds originally funded the Debt Service Reserve Requirement in the amount of $244,299.25. The difference of $20,889.25 is applied to sizing of the Bonds. The actual Debt Service Reserve Requirement will be determined based on the final pricing of the Bonds.

Rate Covenant: The City will be required to annually review its budget for the Electric Utility to determine if current rates and charges are sufficient to produce in in each fiscal year net revenues not less than 120% of the amount of principal and interest payable in each fiscal year and to adjust such rates and charges as necessary to meet operational expenditures and debt service coverage requirements.

SECURITY AND SOURCE OF PAYMENT:

The Bonds are special limited obligation of the City payable solely from revenues of the City's Electric Utility. The Bonds are being issued on a parity of lien with the City's Series 2017A Bonds. The Bonds and Series 2017A Bonds are equally secured by the pledge of the Net Revenues of the Electric Utility which will be sufficient to pay the debt service payments on the Bonds as they become due.

On February 1, 2021 (the redemption date of the Series 2011D Bonds), the City will use proceeds of the Bonds to redeem the outstanding principal of the Series 2011D Bonds in the amount of $2,160,000 plus accrued interest of $28,320.83.

STRUCTURING SUMMARY:

In consultation with the City, the Bonds have been structured with the same repayment term of as the Series 2011D Bonds to result in approximately level annual savings.

Based on current interest rate estimates, this refunding transaction is estimated to result in average annual debt service savings of approximately $19,604. This results in future value savings of approximately $196,688, and net present value benefit of approximately $186,401. These estimates are net of all costs associated with the refunding.

SCHEDULES ATTACHED:

Schedules * attached for the Bonds include:

- Sources and Uses
- Debt Service Comparison
- Debt Service
- Debt Service to Maturity and to Call for the Series 2011D Bonds
- Aggregate Debt Service Coverage and Additional Bonds Calculation
- Proof of Debt Service Reserve Fund

**The schedules are estimates based on the current interest rate environment*

RISKS/SPECIAL CONSIDERATIONS:

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

SALE TERMS AND MARKETING:

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

Prepayment Provisions: The Bonds will not be subject to redemption prior to their stated maturities.

Bank Qualification: The City does not expect to issue more than $10 million in tax-exempt obligations that count against the $10 million limit for this calendar year; therefore, the Bonds are designated as bank qualified.

Post Issuance Compliance

POST ISSUANCE COMPLIANCE:

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

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

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

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

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

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

SUPPLEMENTAL INFORMATION AND BOND RECORD:

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

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

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and wholly-owned subsidiary of Baker Tilly US, LLP, an accounting firm. Baker Tilly US, LLP trading as Baker Tilly, is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. © 2020 Baker Tilly Municipal Advisors, LLC.

$2,250,000

City of Chaska, Minnesota

Electric Utility Revenue Refunding Bonds, Series 2020F

Current Refunding of 2011D Bonds

Sources & Uses

Dated 12/29/2020 | Delivered 12/29/2020

Sources Of Funds	
Par Amount of Bonds	$2,250,000.00
Transfers from Prior Issue DSR Funds	244,299.25
Total Sources	**$2,494,299.25**
Uses Of Funds	
Deposit to Current Refunding Fund	2,182,514.36
Deposit to Debt Service Reserve Fund (DSRF)	223,410.00
Costs of Issuance	55,500.00
Total Underwriter's Discount (1.400%)	31,500.00
Rounding Amount	1,374.89
Total Uses	**$2,494,299.25**

$2,250,000

City of Chaska, Minnesota

Electric Utility Revenue Refunding Bonds, Series 2020F

Current Refunding of 2011D Bonds

Debt Service Comparison

Date	Total P+I	DSR	Net New D/S	Old Net D/S	Savings
10/01/2021	211,193.44	-	211,193.44	232,970.00	21,776.56
10/01/2022	215,496.50	-	215,496.50	234,010.00	18,513.50
10/01/2023	219,482.50	-	219,482.50	239,590.00	20,107.50
10/01/2024	218,342.50	-	218,342.50	239,640.00	21,297.50
10/01/2025	217,042.50	-	217,042.50	234,460.00	17,417.50
10/01/2026	215,522.50	-	215,522.50	233,910.00	18,387.50
10/01/2027	218,722.50	-	218,722.50	237,830.00	19,107.50
10/01/2028	221,672.50	-	221,672.50	241,230.00	19,557.50
10/01/2029	219,257.50	-	219,257.50	239,090.00	19,832.50
10/01/2030	221,527.50	-	221,527.50	241,565.00	20,037.50
10/01/2031	223,410.00	(223,410.00)	-	(721.75)	(721.75)
Total	$2,401,669.94	(223,410.00)	$2,178,259.94	$2,373,573.25	$195,313.31

PV Analysis Summary (Net to Net)	19,603.51
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Gross PV Debt Service Savings	203,505.07
Effects of changes in DSR investments	(18,478.56)
Net PV Cashflow Savings @ 1.143%(Bond Yield)	185,026.51
Contingency or Rounding Amount	1,374.89
Net Future Value Benefit	$196,688.20
Net Present Value Benefit	$186,401.40
Net PV Benefit / $437,266.05 PV Refunded Interest	42.629%
Net PV Benefit / $2,453,505.07 PV Refunded Debt Service	7.597%
Net PV Benefit / $2,160,000 Refunded Principal	8.630%
Net PV Benefit / $2,250,000 Refunding Principal	8.285%
Refunding Bond Information	
Refunding Dated Date	12/29/2020
Refunding Delivery Date	12/29/2020

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$2,250,000

City of Chaska, Minnesota

Electric Utility Revenue Refunding Bonds, Series 2020F

Current Refunding of 2011D Bonds

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
12/29/2020	-	-	-	-	-
04/01/2021	-	-	5,477.19	5,477.19	-
10/01/2021	195,000.00	0.480%	10,716.25	205,716.25	211,193.44
04/01/2022	-	-	10,248.25	10,248.25	-
10/01/2022	195,000.00	0.520%	10,248.25	205,248.25	215,496.50
04/01/2023	-	-	9,741.25	9,741.25	-
10/01/2023	200,000.00	0.570%	9,741.25	209,741.25	219,482.50
04/01/2024	-	-	9,171.25	9,171.25	-
10/01/2024	200,000.00	0.650%	9,171.25	209,171.25	218,342.50
04/01/2025	-	-	8,521.25	8,521.25	-
10/01/2025	200,000.00	0.760%	8,521.25	208,521.25	217,042.50
04/01/2026	-	-	7,761.25	7,761.25	-
10/01/2026	200,000.00	0.900%	7,761.25	207,761.25	215,522.50
04/01/2027	-	-	6,861.25	6,861.25	-
10/01/2027	205,000.00	1.000%	6,861.25	211,861.25	218,722.50
04/01/2028	-	-	5,836.25	5,836.25	-
10/01/2028	210,000.00	1.150%	5,836.25	215,836.25	221,672.50
04/01/2029	-	-	4,628.75	4,628.75	-
10/01/2029	210,000.00	1.300%	4,628.75	214,628.75	219,257.50
04/01/2030	-	-	3,263.75	3,263.75	-
10/01/2030	215,000.00	1.450%	3,263.75	218,263.75	221,527.50
04/01/2031	-	-	1,705.00	1,705.00	-
10/01/2031	220,000.00	1.550%	1,705.00	221,705.00	223,410.00
Total	$2,250,000.00	-	$151,669.94	$2,401,669.94	-

SIGNIFICANT DATES

Dated Date	12/29/2020
Delivery Date	12/29/2020
First Coupon Date	4/01/2021

Yield Statistics

Bond Year Dollars	$13,210.00
Average Life	5.871 Years
Average Coupon	1.1481449%
Net Interest Cost (NIC)	1.3866006%
True Interest Cost (TIC)	1.3943785%
Bond Yield for Arbitrage Purposes	1.1433518%
All Inclusive Cost (AIC)	1.8490768%

IRS Form 8038

Net Interest Cost	1.1481449%
Weighted Average Maturity	5.871 Years

File | Chaska.sf | 2021 Ref 2011D Elec Util | SINGLE PURPOSE | 11/11/2020 | 9:30 AM

$3,535,000

City of Chaska, Minnesota

Electric Utility Revenue Bonds, Series 2011D

Debt Service To Maturity And To Call

Date	Refunded Bonds	Refunded Interest	D/S To Call	Principal	Coupon	Interest	Refunded D/S
12/29/2020	-	-	-	-	-	-	-
02/01/2021	2,160,000.00	22,656.67	2,182,656.67	-	-	-	-
04/01/2021	-	-	-	-	-	33,985.00	33,985.00
10/01/2021	-	-	-	165,000.00	2.400%	33,985.00	198,985.00
04/01/2022	-	-	-	-	-	32,005.00	32,005.00
10/01/2022	-	-	-	170,000.00	2.600%	32,005.00	202,005.00
04/01/2023	-	-	-	-	-	29,795.00	29,795.00
10/01/2023	-	-	-	180,000.00	2.750%	29,795.00	209,795.00
04/01/2024	-	-	-	-	-	27,320.00	27,320.00
10/01/2024	-	-	-	185,000.00	2.800%	27,320.00	212,320.00
04/01/2025	-	-	-	-	-	24,730.00	24,730.00
10/01/2025	-	-	-	185,000.00	3.000%	24,730.00	209,730.00
04/01/2026	-	-	-	-	-	21,955.00	21,955.00
10/01/2026	-	-	-	190,000.00	3.200%	21,955.00	211,955.00
04/01/2027	-	-	-	-	-	18,915.00	18,915.00
10/01/2027	-	-	-	200,000.00	3.300%	18,915.00	218,915.00
04/01/2028	-	-	-	-	-	15,615.00	15,615.00
10/01/2028	-	-	-	210,000.00	3.400%	15,615.00	225,615.00
04/01/2029	-	-	-	-	-	12,045.00	12,045.00
10/01/2029	-	-	-	215,000.00	3.500%	12,045.00	227,045.00
04/01/2030	-	-	-	-	-	8,282.50	8,282.50
10/01/2030	-	-	-	225,000.00	3.550%	8,282.50	233,282.50
04/01/2031	-	-	-	-	-	4,288.75	4,288.75
10/01/2031	-	-	-	235,000.00	3.650%	4,288.75	239,288.75
Total	$2,160,000.00	$22,656.67	$2,182,656.67	$2,160,000.00	-	$457,872.50	$2,617,872.50

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	12/29/2020
Average Life	6.098 Years
Average Coupon	3.3499667%
Weighted Average Maturity (Par Basis)	6.098 Years
Weighted Average Maturity (Original Price Basis)	6.098 Years

Refunding Bond Information

Refunding Dated Date	12/29/2020
Refunding Delivery Date	12/29/2020

City of Chaska, Minnesota

Aggregate Electric Utility Revenue Debt

Aggregate Debt Service -- Accrual Basis

Calendar Year	2017A Electric	2020F Bonds *	Total Parity Debt	Coverage to 2018 Net Revenues	Coverage to 2019 Net Revenues
2021	493,175.00	211,193.44	704,368.44	5.82	10.66
2022	496,975.00	215,496.50	712,471.50	5.76	10.54
2023	495,175.00	219,482.50	714,657.50	5.74	10.50
2024	497,975.00	218,342.50	716,317.50	5.72	10.48
2025	495,175.00	217,042.50	712,217.50	5.76	10.54
2026	496,975.00	215,522.50	712,497.50	5.76	10.54
2027	493,175.00	218,722.50	711,897.50	5.76	10.55
2028	493,975.00	221,672.50	715,647.50	5.73	10.49
2029	495,650.00	219,257.50	714,907.50	5.74	10.50
2030	494,250.00	221,527.50	715,777.50	5.73	10.49
2031	497,550.00	223,410.00	720,960.00	5.69	10.41
2032	495,400.00		495,400.00	8.28	15.15
2033	492,950.00		492,950.00	8.32	15.23
2034	495,200.00		495,200.00	8.28	15.16
2035	497,000.00		497,000.00	8.25	15.10
2036	493,350.00		493,350.00	8.31	15.22
2037	494,400.00		494,400.00	8.29	15.18
-	$8,418,350.00	$2,401,669.94	$10,820,019.94		

** Estimate*

Net Revenues of the Electric Utility and Additional Bonds Test

	2018	2019
Electric Revenue	$ 41,193,202	$ 41,203,336
Electric Expenses	(38,544,343)	(35,238,718)
Operating Income	$ 2,648,859	$ 5,964,618
Plus: Depreciation	1,131,126	1,180,170
Plus: Investment Income	320,467	362,224
Net Revenues Available for D/S	$ 4,100,452	$ 7,507,012
Average Annual Debt Service	$ 636,472	$ 636,472
Coverage to Net Revenues	6.44	11.79

$2,250,000

City of Chaska, Minnesota

Electric Utility Revenue Refunding Bonds, Series 2020F

Current Refunding of 2011D Bonds

Proof of Reserve Fund Requirement

Date	Principal	Interest	TOTAL P+I
10/01/2021	195,000.00	16,193.44	211,193.44
10/01/2022	195,000.00	20,496.50	215,496.50
10/01/2023	200,000.00	19,482.50	219,482.50
10/01/2024	200,000.00	18,342.50	218,342.50
10/01/2025	200,000.00	17,042.50	217,042.50
10/01/2026	200,000.00	15,522.50	215,522.50
10/01/2027	205,000.00	13,722.50	218,722.50
10/01/2028	210,000.00	11,672.50	221,672.50
10/01/2029	210,000.00	9,257.50	219,257.50
10/01/2030	215,000.00	6,527.50	221,527.50
10/01/2031	220,000.00	3,410.00	223,410.00
Total	$2,250,000.00	$151,669.94	$2,401,669.94

PROOF OF RESERVE FUND

MAXIMUM PERIODIC DEBT SERVICE

100 % of the Maximum Periodic Debt Service	223,410.00

AVERAGE PERIODIC DEBT SERVICE

Total P+I	2,401,669.94
Bond Years (Delivery Date)	10.76
125 % of the Average Periodic Debt Service	279,119.70

PERCENT OF PAR

Total Par (Existing + New)	2,250,000.00
10 % of Par	225,000.00

RESERVE REQUIREMENT

Computed Requirement	223,410.00
Proof's Requirement	223,410.00

File | Chaska.sf | 2021 Ref 2011D Elec Util | SINGLE PURPOSE | 11/11/2020 | 9:30 AM

REQUEST FOR ACTION
CHASKA CITY COUNCIL
November 16, 2020

Subject: **Authorize City Administrator to Sign a Letter of Intent for a Partnership Between the City of Chaska and the Arts Consortium of Carver County that Includes Leased Space at the Chaska Community Center and Collaboration on Arts Programming**

Prepared By: Marshall Grange, Parks and Recreation Director

Background

The Arts Consortium of Carver County (ACCC) is a local 501(c)3 nonprofit organization that was established in 2009. The ACCC's goal is goal is to be a nationally recognized arts community by working together with local business, government, education, individual, civic and community-based organizations. Everyone benefits through a thriving local arts scene – our community bonds are strengthened, new residents are attracted, and economic prosperity is created.

The ACCC has built up a volunteer and membership base to help grow the arts in Caver County. Some examples of ACCC accomplishments include: ArtStock Art & Wine Festival, Art Wander open studio tour, Songwriters and Musicians of Carver County CD's, rotating art exhibits, poetry and photography contests, barn quilts tourism, and more. In 2018, the ACCC opened an Arts Center in the Notermann Building in Victoria.

Recently, the ACCC informed the City of Chaska of their intent to relocate their Art Center. While the Notermann Building was a great space for their Art Center, they indicated the location in the basement of the building was challenging to attract people. With the three year term of their lease at the Notermann Building at the end of this year the ACCC wanted to discuss the Chaska Community Center as one of their options to relocate their Art Center.

After several discussions, the City of Chaska staff feel the Chaska Community Center is an ideal location for the ACCC and lends itself to a unique partnership with the Chaska Parks and Recreation Department on arts programming. An "Arts Addition" was built at the Chaska Community Center in 2016 that includes a magnificent art gallery/exhibit space and an indoor theater. A partnership with the ACCC will maximize the use of these spaces and provides opportunity to expand programming into the other multi-use spaces in the Community Center and other city facilities including the parks. Such a partnership will also provide the ACCC dedicated space for a retail store and exhibit space through a lease agreement.

Attached is a letter of intent that provides additional information that is being proposed as part of a lease agreement for the ACCC's use of dedicated space at the Community Center and a program partnership agreement for the ACCC and Chaska Parks and Recreation department to collaborate on arts programs and events. The ACCC Board of Directors has approved the proposed make up of these agreements. Should the Chaska City Council approve the letter of

intent, staff would then move forward to establish a lease agreement and program partnership agreement to be executed by the City Administrator.

Recommendation
Staff and the Chaska Park Board feels there is mutual benefit in partnering with the ACCC and having their presence at the Chaska Community Center. This will provide the ACCC with more visibility and access to a variety of spaces to conduct programs and events, while at the same time it will attract more people to the Chaska Community Center and introduce them to the variety of activities that are available there. Overall, there is a shared goal and passion to build community through the arts.

CITY COUNCIL ACTION REQUESTED
Motion to adopt Resolution # 2020-87 to authorize City Administrator to sign a letter of intent for a partnership between the City of Chaska and the Arts Consortium of Carver County to include the execution of a lease agreement and program partnership agreement.

City of Chaska

Letter of Intent for Partnership

November 5, 2020

City of Chaska
1 City Hall Plaza
Chaska, MN 55318

And

Arts Consortium of Carver County
P.O. Box 462
Chaska, MN 55318

This letter is intended to set forth a letter of intent by the City of Chaska and the Arts Consortium of Carver County. This is not a binding, legal document, but rather an outline of a proposed partnership that each side intends to become party to.

BACKGROUND:

The Arts Consortium of Carver County (ACCC) is a local 501(c)3 nonprofit organization that was established in 2009. The ACCC's goal is to be a nationally recognized arts community by working together with local business, government, education, individual, civic and community-based organizations. Everyone benefits through a thriving local arts scene – our community bonds are strengthened, new residents are attracted, and economic prosperity is created.

The ACCC has built up a volunteer and membership base to help grow the arts in Caver County. Some examples of ACCC accomplishments include: ArtStock Art & Wine Festival, Art Wander open studio tour, Songwriters and Musicians of Carver County CD's, rotating art exhibits, poetry and photography contests, barn quilts tourism, and more. In 2018, the ACCC opened an Arts Center in the Notermann Building in Victoria.

Recently, the ACCC informed the City of Chaska of their intent to relocate their Art Center. While the Notermann Building was a great space for their Art Center, they indicated the location in the basement of the building was challenging to attract people. With the three-year term of their lease expiring at the Notermann Building at the end of this year the ACCC wanted to discuss the Chaska Community Center as one of their options to relocate their Art Center.

After several discussions, the City of Chaska staff feel the Chaska Community Center is an ideal location for the ACCC and lends itself to a unique partnership with the Chaska Parks and Recreation Department on arts programming. An "Arts Addition" was built at the Chaska Community Center in 2006 that includes a magnificent art gallery/exhibit space and an indoor theater. A partnership with the ACCC will maximize the use of these spaces and provides opportunity to expand programming into the other multi-use

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spaces in the Community Center and other city facilities including the parks. Such a partnership will also provide the ACCC dedicated space for a retail store and exhibit space through a lease agreement.

Below are the key components of a potential lease agreement and program partnership agreement:

LEASE AGREEMENT:

Lessor is the owner of a facility situated on part of Outlet A, Park Ridge, in the City of Chaska which facility is known as the Chaska Community Center located at 1661 Park Ridge Drive, Chaska, MN 55318 ("Property").

Lessor hereby agrees to lease to Lessee, and Lessee hereby agrees to lease from Lessor, the premises located at the Chaska Community Center. The ("Premises") include the spaces known as the former cafeteria area (570 sq. ft.) and the adjacent storage area (180 sq. ft.).

1. **TERM.** The term of this lease would be for three (3) years, commencing on January 1, 2021.

2. **USE.** Lessee will use the Premises solely to operate the ACCC's retail store, exhibit art in the gallery, and activities incidental thereto. The retail store and art gallery shall be open to the public. Lessee must operate the Premises solely under its established name "Arts Consortium of Carver County" and may not change the name without Lessor's written consent, which shall not be unreasonably withheld.

3. **USE OF OTHER FACILITIES BY LESSEE.**

   a. ART GALLERY/EXHIBIT HALL: The Lessee will have the use of the art gallery/exhibit hall (1,700 sq. ft.) to display artwork. The Lessor shall have up to 12 weeks per year to use the art gallery/exhibit hall to display artwork of their choice.
   b. PARKS & RECREATION CONFERENCE ROOM: The Lessee shall have complimentary use of the Parks & Recreation Conference Room up to 24 hours per year for ACCC board meetings. Such meetings shall be scheduled a minimum of one week in advance and are based on room availability.
   c. ALL OTHER FACILITIES: The Lessee's use of other facilities in the Community Center or other City facilities outside of partnered programming with the Chaska Parks & Recreation Department shall be subject to appropriate rental fees.

4. **RENT.** Lessee agrees to pay, without offset or deduction, monthly rent in accordance with the schedule of lease payments as set forth in Exhibit "B" attached hereto and made a part hereof, or a percentage of the given month's Net Sales (defined below); whichever is the greater amount. Payments shall be made on the fifteenth (15th) of every month or prior, for the previous month's rent addressed to the City of Chaska, One City Hall Plaza, Chaska, Minnesota 55318.

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A. **Net Sales.** Net sales are calculated by deducting costs of goods sold, sales allowances, sales discounts, and sales returns from gross sales. The term "Net Sales" as used herein shall mean the sales of merchandise made by Lessee, whether:

(a) delivered to and/or produced on the Property (CCC)
(b) delivered to and/or produced on the Property and delivered to a location other than the Property (CCC)
(c) online via the ACCC's network within the Property (CCC)

Lessee will calculate 50% of their net sales each month and if that amount is greater than the given month's scheduled lease payment set forth in Exhibit B, the greater amount will be paid to the Lessor.

EXHIBIT "B"

2021: $750 per month (waive January 2021 lease payment)
2022: $773 per month
2023: $796 per month

MEMORANDUM OF UNDERSTANDING FOR ARTS PROGRAM PARTNERSHIP:

PARTNERSHIP PURPOSE

The purpose of this partnership is to expand upon and enhance arts programming, activities, and events for Carver County and Chaska residents to participate in. The CITY and ACCC have compatible values and goals relating to the arts which creates a mutual benefit. Utilizing each other's resources will provide greater effectiveness and positively affect the quality of arts experiences provided to the community. This partnership will provide more programming opportunities lending to increased participation in the arts which will create a greater awareness of the talented artists in Carver County…and encourage more people to become artists into the future.

COMMUNITY BENEFIT

This partnership will provide opportunities for individuals of all ages and abilities to experience a variety of arts programs, activities, and events. Arts programming provides benefits to participants such as: stimulating imagination, becoming more observant, enhancing problem-solving skills, improving motor development skills, providing a sense of accomplishment, and reducing stress. The arts create a strong "sense of community" while providing social, cultural, economic, and health benefits to the community.

PROGRAMMING PROCESS

The ACC shall meet with CITY staff on a monthly basis to discuss and plan a variety of arts programming utilizing CITY facilities to include, but not limited to, the Chaska Community Center, Chaska Curling and Event Center, and Chaska parks. The ACCC and CITY shall establish an agreed upon participant fee for each program, activity, and event that accounts for direct costs and achieves an overall profit goal of 30%. The ACCC and CITY shall establish criteria to determine when it is in the best interest to cancel any planned programs, activities, and events and if there is disagreement the CITY shall have final discretion.

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WHEN PLANNING ARTS PROGRAMS, ACTIVITIES, AND EVENTS THE CITY AGREES TO THE FOLLOWING:

1. CITY will provide complimentary use of CITY facilities for partnered programs, activities, and events.
2. CITY will promote partnered programs, activities, and events in recreation program activity guide, email list-serv, Facebook, and CITY's website with a link to ACCC's website.
3. CITY will set-up partnered programs, activities, and events into CITY's on-line registration software, ActiveNet.
4. CITY will register individuals who prefer to do so in-person or via phone rather than on-line.
5. CITY will collect all fees associated with partnered programs, activities, and events.
6. CITY will provide ACCC registration and roster reports for planned programs, activities, and events to track financials and participation.
7. CITY will set-up and take-down tables, chairs, and other standard equipment needed for partnered programs, activities, and events.

WHEN PLANNING ARTS PROGRAMS, ACTIVITIES, AND EVENTS THE ACCC AGREES TO THE FOLLOWING:

1. ACCC will schedule and pay artists to execute partnered arts programs, activities, and events.
2. ACCC will purchase all necessary supplies for partnered programs, activities, and events.
3. ACCC will create marketing and share with CITY to promote partnered programs, activities, and events.
4. ACCC will promote partnered programs, activities, and events on ACCC's Facebook and website with a link to CITY's website/ActiveNet registration site.
5. ACCC will assist CITY with set-up and take-down of equipment for partnered programs, activities, and events.
6. ACCC will keep CITY and artists updated on logistics of partnered programs, activities, and events to ensure successful execution.

FINANCIAL AGREEMENT

The CITY and ACCC agree to split all revenues, less any and all taxes, collected for partnered programs, activities, and events fifty percent (50%) each. The CITY shall submit payment to ACCC on or before the 15th of each month for their portion of the previous month's revenues.

TERM

This Agreement shall become effective as of the date of its execution and shall continue in effect through December 31, 2020; provided, however, that commencing on January 1, 2021 and each January 1 thereafter, the Term shall automatically be extended for one additional year unless, not later than September 30 of the preceding year, the CITY or the ACCC shall have given notice not to extend the Term. Any and all changes to this Agreement must be approved by both the Chaska City Council and ACCC Board of Directors.

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APPROVAL PROCESS:

1. Park Board Recommendation to City Council: November 9, 2020
2. City Council Approval: November 16, 2020

Upon the above approvals, staff will then generate a Lease Agreement and a Memorandum Of Understanding for Arts Programming Partnership for City Council to approve no later than the December 21, 2020 City Council meeting.

By signing below each party agrees to the outline of the proposed partnership and desires to proceed with a Lease Agreement and a Memorandum Of Understanding for Arts Programming Partnership.

CITY OF CHASKA

By_____ Date:_____
City Administrator: Matt Podhradsky

ARTS CONSORTIUM OF CARVER COUNTY

By Cynthia Anderson Date: 11/5/20
Board President: Cynthia Anderson

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CITY OF CHASKA
CARVER COUNTY, MINNESOTA

RESOLUTION

DATE **11/16/2020** RESOLUTION NO. 2020-87

MOTION BY COUNCILMEMBER _____ SECOND BY COUNCILMEMBER _____

A Resolution Authorizing City Administrator to Sign a Letter of Intent for a Partnership Between the City of Chaska and the Arts Consortium of Carver County that Includes Leased Community Center Space and Collaboration on Arts Programming

WHEREAS, City of Chaska staff feel the Chaska Community Center is an ideal location for the ACCC and lends itself to a unique partnership with the Chaska Parks and Recreation Department on arts programming.

WHEREAS, A partnership with the ACCC will maximize the use of these spaces and provides opportunity to expand programming into the other multi-use spaces in the Community Center and other city facilities including the parks. Such a partnership will also provide the ACCC dedicated space for a retail store and exhibit space through a lease agreement.

WHEREAS, Attached is a letter of intent that provides additional information that is being proposed as part of a lease agreement for the ACCC's use of dedicated space at the Community Center and a program partnership agreement for the ACCC and Chaska Parks and Recreation department to collaborate on arts programs and events. The ACCC Board of Directors has approved the proposed make up of these agreements. Should the Chaska City Council approve the letter of intent, staff would then move forward to establish a lease agreement and program partnership agreement to be executed by the City Administrator.

WHEREAS, Staff and the Chaska Park Board feels there is mutual benefit in partnering with the ACCC and having their presence at the Chaska Community Center. This will provide the ACCC with more visibility and access to a variety of spaces to conduct programs and events, while at the same time it will attract more people to the Chaska Community Center and introduce them to the variety of activities that are available there. Overall, there is a shared goal and passion to build community through the arts.

CITY OF CHASKA
CARVER COUNTY, MINNESOTA

NOW, THEREFORE, BE IT FURTHER RESOLVED, the City Council of the City of Chaska, Minnesota, hereby, Authorizes the City Administrator to Sign a Letter of Intent for a Partnership between the City of Chaska and the Arts Consortium of Carver County

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 16th day of November 2020.

_____
Mark Windschitl, Mayor

Attest: _____
Deputy Clerk

REQUEST FOR ACTION
CHASKA CITY COUNCIL
November 16, 2020

Subject: **Human Rights Commission Strategic Plan**

Prepared By: Nate Kabat

Background

A joint work session was held with the City Council and Human Rights Commission (HRC) on August 27, 2020 to talk about roles, responsibilities, and ways to build on the HRC's impact on the Chaska community. The intent of the discussion was to build mutual understanding and lay the groundwork for a strategic plan that the HRC can use with the City Council's support to grow its effectiveness in serving Chaska residents. A summary report of the Work Session was presented to the HRC at the September meeting, and is attached to this memo.

At the September HRC meeting, the Commission discussed the outcomes of the work session in addition to the best approach for next steps. The Commission discussed the value of developing a strategic plan that could be approved by the Commission and presented to the City Council for approval as well. The strategic plan would be useful to define the Commission's role in serving the community, and to identify implementation efforts that would inform ongoing work. The Commission agreed that direct involvement by Commissioners to inform staff in the drafting process would be beneficial. Out of that discussion, the Commission appointed a three-person Subcommittee which includes Commissioners Carlson, Haga, and Spreadbury to work with staff and develop a draft strategic plan for the Commission. The Commission also agreed that a survey of Commissioners to better understand consensus on key roles and direction of the strategic plan would be useful. Summary results of the survey are attached to this memo.

The Subcommittee met with staff on October 12 to review the work session summary, survey results, Council Strategic Plan, and Human Rights Commission authorizing ordinance. Based on this review the group discussed an ideal strategic plan process, the purpose of a strategic plan, and identified draft goals and implementation steps. The attached draft strategic plan was presented to the full HRC at it's October 22nd regular meeting, where it was subsequently approved by the HRC by unanimous vote. The approved draft was developed based on the direction of the Subcommittee, ties to the Council's Strategic Plan, the outcomes of the August 27th Joint Work Session, and is informed by the results of the Commission survey.

As stated in the Purpose section of the draft strategic plan, the document sets key roles, goals, and implementation strategies to guide the Human Rights Commission's work over the next 2 to 3 years. With prospective City Council and Human Rights Commission approval supporting the document, it serves to ensure both groups agree with the direction of the Human Rights Commission and how it intends to serve the community. Both the City Council and Human Rights Commission acknowledge through the plan that the stated vision defined in the 2019

Council Strategic Plan, "in 2025 Chaska is a welcoming, respectful, engaging, and inclusive community," is an ongoing effort that the HRC has a role in. Both groups understand the need to continually review and update the HRC strategic plan. The Strategic Plan should be viewed as an aspirational living and breathing document that will best serve the community with ongoing attention and maintenance.

Update
Having unanimously approved the strategic plan, the HRC seeks Council's approval of the plan as presented. Council approval will show that both groups agree on a direction and will enable the HRC to carry out the plan with confidence provided by the Council's backing.

Staff Recommendation
The draft HRC Strategic Plan has been developed based on a thorough process that includes input from the City Council, Human Rights Commission, and City staff. The document has been approved by the Human Rights Commission. Staff recommends Council approve this document to guide ongoing work of the Human Rights Commission.

Motion
Motion to approve the Human Rights Commission 2021 Strategic Plan.

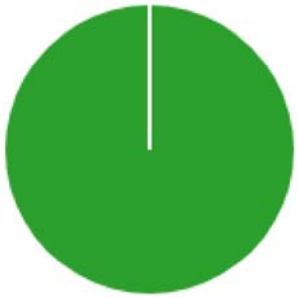
Forms Human Rights Commission Strategic Plann... - Saved NK

Human Rights Commission Strategic Planning Survey

7	19:06	Active
Responses	Average time to complete	Status

1. How important is it to develop a strategic plan for the Human Rights Commission?

Not important	0
Neutral	0
Important	7



2. How important is it for the City Council to adopt the strategic plan?

Not important	0
Neutral	0
Important	7

3. When you joined the HRC, what did you expect your role would be?

7
Responses

Latest Responses

"*i wanted to be a bigger part of the community. I thought that we would...*

"*I believed the role would be a community facing, resource and educatio...*

"*As a member of the Commission, I envisioned the role as a partner with...*

4. Now that you have served on the HRC, how would you describe your role?

7
Responses

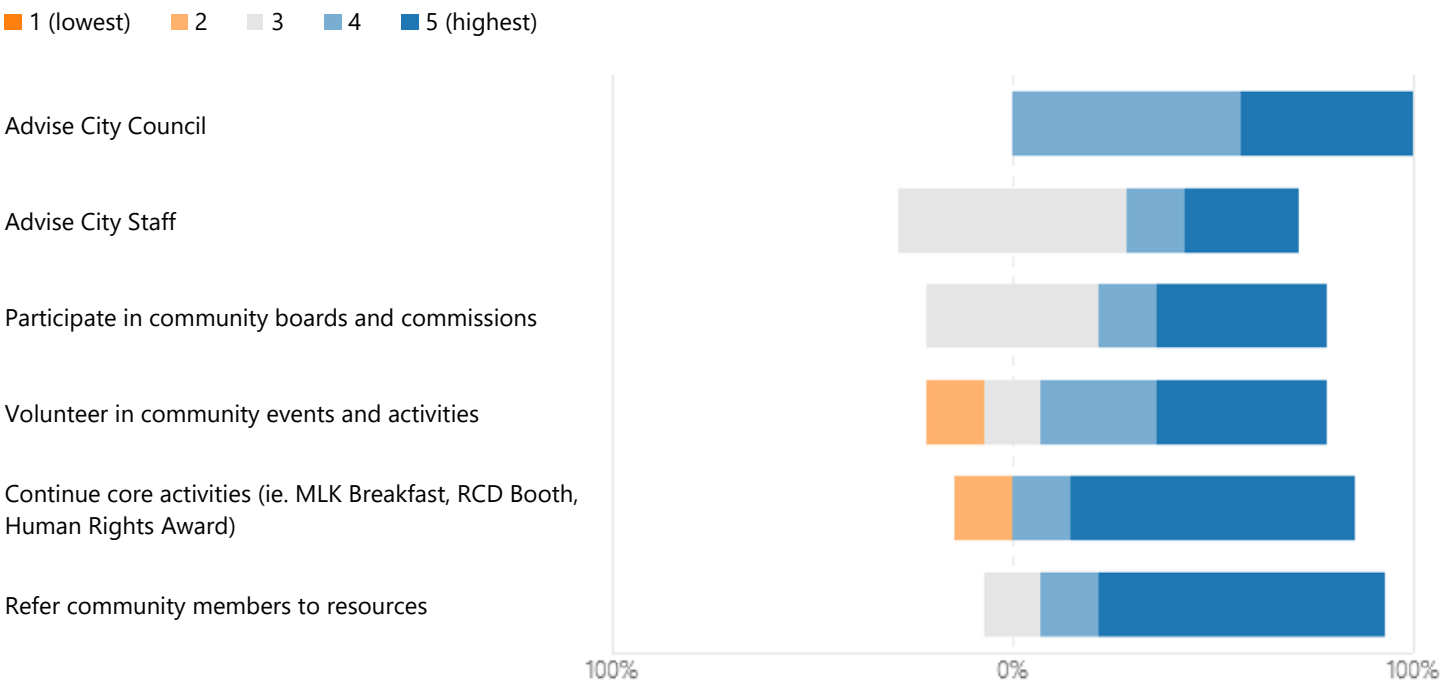
Latest Responses

"*I have helped set up our booth at RCD. I have helped with the Martin Lu...*

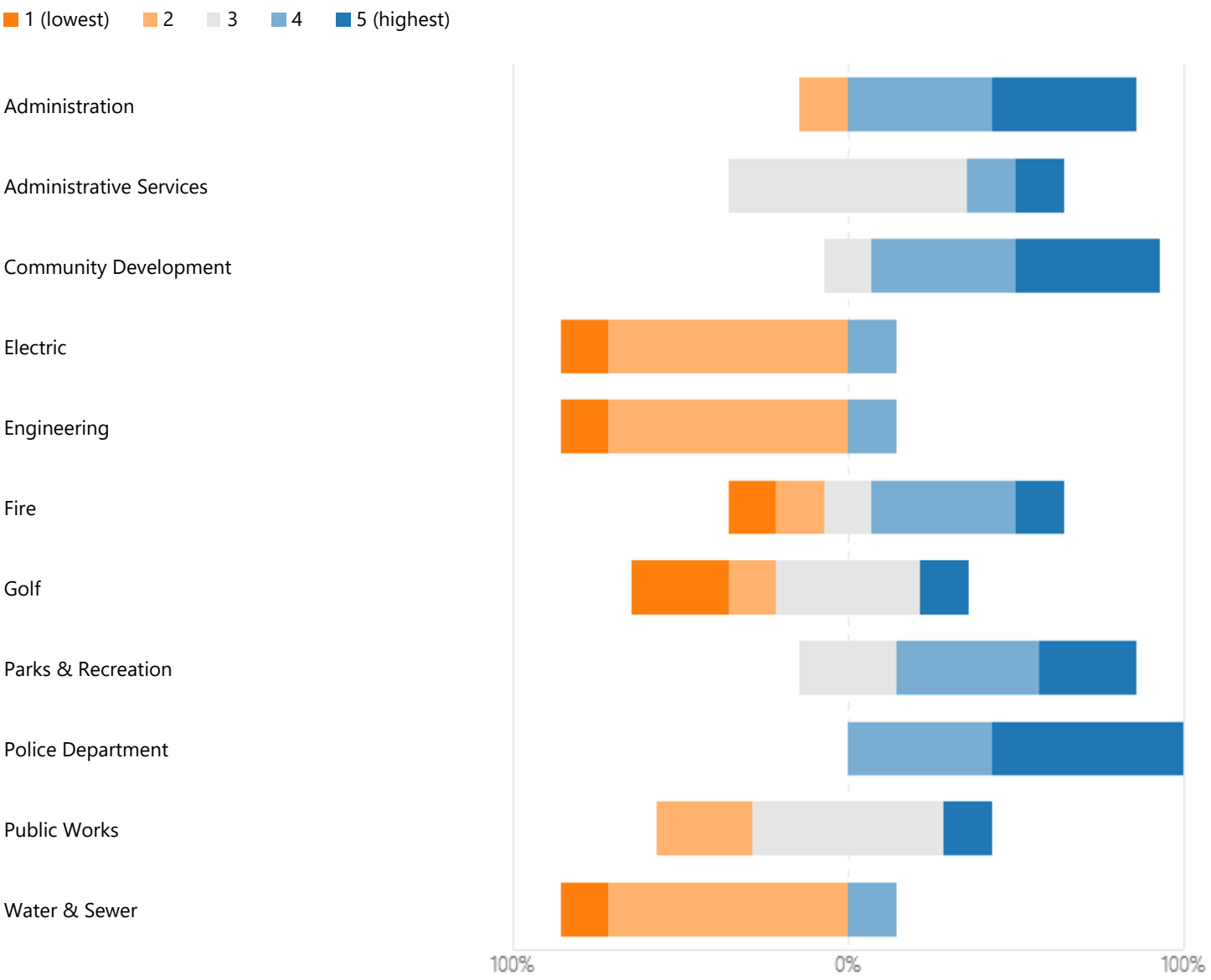
"*Small group with passion for human rights based issues meeting once a...*

" *The moments of engaging our community on issues of fairness and incl...*

5. On a scale of 1 (lowest) to 5 (highest), how important are the following roles for the Human Rights Commission?



6. On a scale of 1 (lowest) to 5 (highest), how valuable is a close working relationship with the following City Departments?



7. The work session identified a need to improve communication between the HRC and the City Council. Please provide your ideas on how you would most like to see this improvement:

7
Responses

Latest Responses

"*I believe having one contact at the City Council who could provide upda...*

"*HRC needs to identify a mission and subsequent strategies to achieve th...*

" *Strongly recommend participation by members of both the Commissio...*

Human Rights Commission

2021 Strategic Plan

Introduction:

The Human Rights Commission was established by the Chaska City Council in 2000. Twenty years later, a lot has been learned and the community has grown and changed. Both the Chaska City Council and Chaska Human Rights Commission agree with the importance of taking time to acknowledge the success of the Human Rights Commission and to identify how to grow the Commission's ability to serve the community for the next twenty years.

The Chaska City Council identified several key vision statements looking towards the year 2025 at its retreat in 2019. One of the identified statements is:

In 2025 Chaska is a welcoming, respectful, engaging, and inclusive community.

A strategic direction identified by the plan to move this vision forward is to "Celebrate Diversity." The Council also identified several implementation steps to move the vision and strategic direction forward. Among the implementation steps listed is, "redefine the Human Rights Commission," and, "expand participation in the Human Rights Commission."

The following Strategic Plan for the Chaska Human Rights Commission reflects a joint effort including the Chaska City Council, Chaska Human Rights Commission, and City Staff. This Strategic Plan for the Human Rights Commission reflects implementation of the City Council's goals and is a direct outcome of a process initiated by a Joint Work Session between the City Council and Human Rights Commission on August 27, 2020.

Following the Joint Work Session, the Human Rights Commission formed a Strategic Planning Subcommittee that worked with City Staff in the Administration, Parks & Recreation, and Police Departments to develop a draft plan. The draft plan was reviewed by the Human Rights Commission and refined by the Subcommittee to develop a final plan. The process culminated in approval by the Human Rights Commission on October 22, 2020 and by the City Council on [INSERT DATE].

Purpose:

This Strategic Plan of the Human Rights Commission sets key roles, goals, and implementation strategies to guide the Human Rights Commission's work over the next 2 to 3 years. With City Council and Human Rights Commission approval supporting the document, it serves to ensure both groups agree with the direction of the Human Rights Commission and how it intends to serve the community. Both the City Council and Human Rights Commission acknowledge that the previously stated vision is an ongoing effort, and both groups understand the need to continually review and update this document. The Strategic Plan should be viewed as an aspirational living and breathing document that will best serve the community with ongoing attention and maintenance.

Strategic Goals and Implementation:

The Human Rights Commission (HRC) will serve the community by advancing the following key goals. Each goal is followed by implementation steps to guide the HRC's work in 2021. While the goals are longer-term, high-level and will require ongoing effort into the future, the implementation steps provide more concrete direction to advance those goals.

1. Proactively partner and engage with community members and groups.
    a. Implementation:
        i. Seek boards, work groups, and volunteer opportunities to participate in as HRC members.
        ii. Represent the HRC on project specific City task forces.
        iii. Support community members and groups in implementing programs that align with HRC's and Council's vision.
        iv. Invite community members and groups to HRC meetings to share their stories and service opportunities.

2. Advise Staff and Council
    a. Implementation:
        i. Identify best methods to directly communicate with the City Council.
        ii. Review Ordinance 2.24.090, Purpose and Duties of the Human Rights Commission, to ensure alignment with current expectations and strategic objectives and recommend updates to the City Council.
        iii. Provide guidance to staff for the Chaska Cares initiative.
        iv. Advise staff to incorporate diversity into existing and new community celebrations and programs.
        v. Advise staff on best practices to reach a diverse audience for official communications.

3. Community Engagement and Education
    a. Implementation:
        i. Improve the HRC webpage:
            1. Include a photo of HRC members.
            2. Provide references to resources.
            3. Improved lines of communication.
        ii. Increase visibility of the HRC through all forms of media.
        iii. Develop and host programs to celebrate cultural holidays/months and promote community focused goodwill.

4. Continue ongoing core efforts
    a. Implementation
        i. MLK Breakfast
        ii. River City Days Booth
        iii. Annual Human Rights Award

When you joined the HRC, what did you expect your role would be?
An advocate, a facilitator, helping to push city to be more aware of issues its citizens are facing.
To educate our community, be a voice for human rights, advocate for human rights.
To provide resource information (housing, social services, etc.) to Chaska Residents, to be a conduit to City Council for Human Rights concerns within the City of Chaska, to be visible to Chaska Residents as a reliable
Help educate and support community members on human rights issues. Work in collaboration with the city council on addressing issues as they arise.
As a member of the Commission, I envisioned the role as a partner with the City, businesses, non profit and civic organizations and schools to help educate, promote, advocate and engage in issues of fairness and equality to
I believed the role would be a community facing, resource and education providing role.
i wanted to be a bigger part of the community. I thought that we would be doing more to be advocates for people. Try to connect them to the help they need.

Now that you have served on the HRC, how would you describe your role?
Two main tasks - RCD and MLK Breakfast/HRC award.
I feel like we do two community events - MLK celebration and RCD. This year I think we had a couple additional meaningful events planned that we weren't able to do due to Covid. We are a Commission with no way for the
Disseminator of fact sheets and pamphlets, MLK Breakfast organizer, River City Days participant.
Creating events focusing on human rights topics for the community To attend. Little collaboration with city council.
The moments of engaging our community on issues of fairness and inclusiveness through the Holocaust Stories, Race the Power of Illusion PBS documentary series, and the MLK Breakfast represent positive roles of partnering
Small group with passion for human rights based issues meeting once a month to plan for a few public events per year.
I have helped set up our booth at RCD. I have helped with the Martin Luther King program.

The work session identified a need to improve communication between the HRC and the City Council. Please provide your ideas on how you would most like to see this improvement:
Presentation to council every other month.
Have a point person on the council that the Commission can discuss ideas, issues, updates with. I also think the vice chair of the Commission should be more involved and work closer with the chair.
HRC to have Commissioner liaisons attending City Council Meetings; just one Commissioner per meeting.
A commissioner could submit a report (or collaborate with Nate) to council monthly, to update on any HRC news. Perhaps a member of council could be a liaison to check in with HRC periodically for updates as well.
Strongly recommend participation by members of both the Commission and Council in community based activities that promote and celebrate the diversity of our community. Provide for opportunities through participation, listening, discussing and reporting on issues that impact the residents of Chaska. Suggest liaison to be established between the Commission and Council.
HRC needs to identify a mission and subsequent strategies to achieve that mission. This mission and strategies should be approved by Council, who should also provide resources to the HRC as needed and hold them accountable.
I believe having one contact at the City Council who could provide updates to the whole council at their meetings would be beneficial. The HRC perhaps should have a City Council point person too.

Q1: What does HRC do well and should continue?

Cultural Celebrations/Awards

- MLK Breakfast
    - Rates are doubling – may need a new venue
    - Video and reflection at the event
- River City Days

Providing Education & Information

- Thoughtful programing
    - Holocaust (art gallery)
    - Collaboration with other organizations/groups

Listening to our community

- Pulse on the current issues
- Embrace opportunities to bring diverse individuals together
- To be the listening place
    - Conversations with a full range of community members
        - Members of the commission are identified with HR interests and are approached around town
            - TOPICS: What are my rights? Who can I talk with that understands me in my language? What are my rights under the landlord tenants act? Racial impact comments – does the City care about me? (a person not born in Chaska, a black/brown person) what is the City doing to help everyone in the community?

Q2: What could the HRC do better at, what additional roles/activities should HRC assume?

Better communication between council and HRC and other city depts

- The Commission also felt left out of Martina's table meetings (for planning purposes)
    - COMMUNICATION IS KEY (Need more frequent communication – a member gives a report to the Council)
    - Council and HRC should shine the best light on each other
    - Better at communicating with council

Celebrating Cultural Holidays/Months/Community Focused Goodwill

- Pro-actively partner with community organizations to promote fairness and dignity.
    - HRC to be part of "Chaska Cares" (Be in charge of it?)
    - Be City's Goodwill Ambassadors
    - Involved and connected to the community

Find ways to promote diversity within our city commissions

- More inclusive of all diverse views and designing aligned actions. Focus on opp. not problem

Q3: What opportunities exist for the HRC and Council to have a coordinated effort toward becoming a welcoming respectful, engaging, and inclusive community?

Make HRC more accessible and visible

- City provided dedicated email
    - Currently, the email goes to Nate with no reference to the HRC.
    - Updated Website with pictures of the Commissioners
    - Have a student on the HRC.
    - While not an authority, can be source of resources and support for community members

Communicate more between each other (HRC and Council)

- Have a periodic standing agenda item that is a report out from the HRC
    - Helps public and Council (could be a member – different each time)
    - Historically, respectful, honest dialogue has been lacking. This causes a barrier to some people approaching the community
    - Engage HRC early in conversations about opportunities

HRC and City Council partner to implement relevant aspects of the strategic plan

- Get a more diverse HRC (and staff) and planning and parks commissions as well
        - That person looks like me and therefor I feel more comfortable.
        - Commissions are feeder groups into the Council (would help with the diversity of the council) (this has been a hard sell thus far….
        - Important that the HRC can speak in concreate and definite terms
            - Speech has to go through the different layers of City edits.
- Establishing partners with other organizations Having meaningful discussions/conversations with the organizations could advance the City's vision
            - Police
            - Latino Organizations
            - ROAR
- Create a 3-year plan for HRC
    - Would need to know what advocacy means first…

HRC 'owns' Certain 'Human Rights' Community Programs

- Chaska Cares
- Things like Martina's Table

Q4: What should the HRC *not be* doing?

Responding directly to the complaints of the community

- HRC holds a special balance of being neutral, objective, and impartial
    - A tough balance that may be helped with a more diverse HRC.

Be partisan

- Provide education, outreach, and resources vs, taking a stand
- Do not post or write letters to the editor, rather follow the media guidelines. *Need Guidelines*
    - *This is a fine line between being a citizen vs. Commission member*
    - *HRC not the only communicator of acceptance and respect*
- Not a policy-making body; rather, inform and advise council
- Should not represent HRC (or make public statements) without HRC's approval
    - *Should not make statements that are inconsistent with City's values*

Be a compliance authority

- Having the Council attend the events of the HRC would go a long way
- Should not be investigating claims of discrimination

Police oversight

- Not a police review board

City of Chaska

STRATEGIC PLAN 2019

SUMMARY OF STRATEGIC OBJECTIVES

The City of Chaska has identified six visionary outcome areas looking ahead to 2025. These visionary outcomes are expanded into strategic directions, 2-year successes and one-year goals.

CITY OF CHASKA VISION FOR 2025

The Visioning process looks out into the foreseeable future and imagines what is possible. Chaska looked to the year 2025 in the visioning process. The statements below are stated as the outcome of work that will be started or is currently underway. The vision is intended to be a long-lasting aspiration that may never be fully realized but always improved upon.

In 2025 Chaska has a vibrant downtown

In 2025 Chaska is a welcoming, respectful, engaging and inclusive community

In 2025 SW Chaska is actively developing

In 2025 Chaska has quality City facilities

In 2025 Chaska has quality City services

In 2025 Chaska is an environmentally conscious City

STRATEGIC DIRECTION ONE

DRIVING COMMUNITY ENGAGEMENT

INITATIVES

- **EFFECTIVELY COMMUNICATE**
- **INCREASE ENVIRONMENTAL AWARENESS**

First Year Imperatives	2-Year Results
1. Modern/informative website 2. New resident academy 3. BTS 4. Truth in taxation media campaign 5. Face of Chaska 6. Bike friendly community	1. Modern/informative website 2. New resident academy 3. Face of Chaska (influencer) 4. Behind the scene tours 5. Community town hall meetings 6. Truth in tax media 7. Environmental program 8. Bike friendly community 9. Employee city spotlight

STRATEGIC DIRECTION TWO

Reinvesting in Core Assets

INITATIVES

- **EXPAND STAFFING WHERE NEEDED**
- **STREAMLINE PROCESSES**
- **IMPROVE FACILITIES**

First Year Imperatives	2-Year Results
1. Hire building maintenance (FTE 4) 2. Hire economic development (FTE 1) 3. Hire HR support (FTE 1) 4. Develop system/process for go, no go decisions on projects/events 5. Issue contacts for large building repair 6. Finance through debt issuance 7. New applicant tracking system (Neogov)	1. Roofs that don't leak (quality product over cheap) 2. Nearing completion of filling staffing study gap 3. Adding additional staff as city expands 4. Grand opening PAR 30 learning links

STRATEGIC DIRECTION THREE

IMPLEMENTING ESTABLISHED PLAN FOR GROWTH

INITATIVES

- **IMPLEMENT SOUTHWEST DEVELOPMENT**
- **IMPLEMENT DOWNTOWN DEVELOPMENT/REDEVELOPMENT PLAN**

First Year Imperatives	2-Year Results
1. Identify preferred developer for City Square West with land acquisition and business relocation 2. Change County cost participation Policy 3. Extend street and utilities to the school 4. Creek Road feasibility 5. TH 41/61 Design and Right of Way 6. Complete Library Site Studies	1. City Square West has one project completed 2. Creek Road feasibility is completed 3. TH 41/61 infrastructure projects started 4. Library being build

Photo courtesy of Carina Lofgren Photography taken at the Marnita's Table Celebrate IZI.

STRATEGIC DIRECTION FOUR

CELEBRATE DIVERSITY

INITATIVES

- **CELEBRATE DIVERSITY**
- **EDUCATE ALL RESIDENTS AND EMPLOYEES**

First Year Imperatives	2-Year Results
1. HR Generalist -Hire	1. Redefine human rights Comm
2. All city employee YMCA diversity training	2. Expanded participation in HRC
3. Marnita's Table event (ISD 112)	3. More diverse city staff demographics and commissions
4. Commission Appointments include Demo Data	4. Incorporate diversity into current celebrations
5. Par 30/Plan miracle/league field	5. City wide culture celebration
6. Universal design playground	6. More inclusive recreation facilities
7. Multi-lingual website	7. Multi-lingual city comm

REQUEST FOR ACTION
CHASKA CITY COUNCIL
11/16/2020

Subject: **Expansion of Accessory Structure — Variance Request to Exceed Height Requirements for Accessory Structure and to Expand a Non-Conforming Structure**

Applicant: Blake & Amie Krone

Location: 220 Elm Street North

Case No.: 2020-21

Synopsis: Applicant is requesting the approval of a variance request to exceed the height requirements for an accessory structure, and to expand a non-conforming structure that does not meet setbacks requirements

Prepared By: Kevin Ringwald

Recommendation: Motion to adopt Resolution for denial

Existing Conditions
The property, 220 Elm Street North, is legally described as Lot 10, Block 40 of the City Lots of Chaska, and is approximately 0.19 acres (8,519 square feet) in size; this lot is located in downtown Chaska. The property currently consists of a single-family home and one detached garage structure on the eastern portion of the site. The detached garage is 986 square feet in size and approximately 13 feet in height. The detached garage does not meet setbacks in its current position. The structure has to be setback 5 feet from both the rear and interior side yard lot lines. The structure is setback 0.4 feet from the rear lot line, and 4.6 feet from the side interior lot line. Because the detached garage does not meet setbacks it is currently a non-conforming structure.

Land Use
The property is currently zoned Medium Density Residential (R2).

VARIANCE FACTS
In order for a variance to be granted, the applicant must provide a written statement containing the following:

- Conditions that create a hardship (see hardship definition below) that would prohibit reasonable development without a Variance;
- Conditions on the property that create a hardship that are not present on similar sized lots in the same area and zoning district; and
- Relationships with abutting property that will not be adversely affected by the Variance.

Minnesota State Statue in Chapter 462.357, Subdivision 6, (2), defines "undue hardship" as: "... means the property in question cannot be put to a reasonable use if used under conditions allowed the official controls, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute an undue hardship if reasonable use of the property exists under the terms of the ordinance...".

The general standards for approval of a variance are found in Section 14.8.1, of the Zoning Ordinance, which states the following:

"The City Council may grant variances from the literal provisions of this Ordinance where their strict enforcement would cause undue hardship because of circumstances unique to the individual property under consideration, and to grant such variances only when it is demonstrated that such actions will be in keeping with the spirit and intent of this Ordinance.

"Undue hardship" as used in connection with the granting of a variance means the property in question cannot be put to a reasonable use if used under conditions required by the official controls, the plight of the landowner is due to circumstances unique to his property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Undue hardship also includes, but is not limited to, inadequate access to direct sunlight for solar energy systems.

Economic considerations alone shall not constitute an undue hardship if reasonable use for the property exists under the terms of this Ordinance. Variances shall be granted for earth-sheltered construction as defined herein when in harmony with this Ordinance.

The City Council may not permit as a variance any use that is not permitted under the Ordinance for property in the district where the affected person's land is located. The City Council may permit as a variance the temporary use of a one family dwelling as a two family dwelling. The City Council may impose conditions in the granting of a variance to ensure compliance and to protect adjacent properties."

The following are some of the questions Staff asks with each variance request.

- The variance shall not impair the health, safety, comfort, and general welfare of the public?
- The variance shall not be contrary to the intent and purpose of the Comprehensive Plan, Official Map, or any ordinances of the City?
- Variances shall not allow a use in a district that is not otherwise allowed?
- The variance should not be greater than necessary to accomplish the landowner's objective?
- Are there alternative locations, development concepts or space requirements that would reduce or eliminate the request?
- The variance, if granted, would not alter the essential character of the locality (neighborhood)?
- Conforming to City Code, the property could not be put to a "reasonable" use?
- The variance would improve an existing non-conforming condition.

- The variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood?

STAFF EVALUATION

The applicant is requesting a variance from zoning ordinance Section 9.22.8 which states:

"One accessory building shall not exceed 768 square feet in floor area on lots of 7,200 square feet in size or greater, or 624 square feet on lots of less than 7,200 square feet in size and shall not exceed 15 feet in height. The garage door opening shall be limited in height to eight feet as measured from the driveway apron or grade at the door opening."

The applicant is also requesting a variance from zoning ordinance Section 2.4.1.2 which states:

"A non-conforming building or structure shall not be added to or enlarged in any manner unless such additions or enlargements are made so as to bring said building or structures into conformity with the regulations of this Ordinance."

The applicant is proposing to add on to their existing detached garage that would increase the height of the building; they are using the same building footprint of the existing detached garage but adding an additional level above. Per Ordinance, building height is defined as the vertical distance measured from the curb level to the mean height level between the eaves and the ridge of gable roofs. Using this definition, the detached garage roof will be 15.8 feet in height, which is 0.8 feet (approximately 10 inches) higher than the 15 feet height maximum for accessory structures. The applicant is also requesting to expand on a structure that is non-conforming due to it not meeting required setbacks. 5 feet is required from both the rear and interior side property lines, however, the structure is only 0.4 feet away from the rear property line and 4.6 feet away from the side interior property line.

> ***Homeowners Response:*** *It should be noted that while we are .4 feet away from the property line we are over 3 feet from the alley itself.*

Applicant's Argument

The applicant has stated that the reasoning for variance and the expansion of the detached garage is to add square footage for an office/classroom space for their family. Because of Covid-19 they have had to completely readjust the usage of their house. Going from being a full-time traveling employee/office worker to a full-time home-based worker for both the husband and wife has required workspaces in the home for both. Home-schooling their children has also put a strain on the organization of their home. In sum, there is not enough space in their existing home to separate each workspace adequately, and they would prefer to use their dining room table as a traditional eating space rather than a workspace. The new space above the garage would allow their family additional square footage and allow the applicant to fix a roof issue on the garage.

In terms of reasonableness, the applicant believes that there are other properties with similar dimensions that have larger open spaces inside their homes that allow them the space to have adequate work areas that do not involve the dining room table. The vertical addition to their existing detached garage would allow them to reasonably use their property and provide adequate workspace.

The applicant has discussed this issue with their neighbors. Concerns were raised about the height of the structure adjacent to the alleyway and how garbage/snow removal trucks would be able to adequately access the alleyway. The applicant states that they have specifically designed the addition to provide for adequate clearance from the alleyway. They state that they did numerous iterations to ensure the proposed height fits in with neighboring structures and the downtown area, and ultimately does not impact the supply of lighting air flow. A supplement is provided that has signatures of neighbors supporting the project.

The applicant believes that they should be granted the variance because their neighboring property to the south of them (216 Elm Street North) is not meeting setbacks on the lot line abutting their property. Staff's response to this is that although there may be a setback issue noted on the neighboring property, this does not constitute having a variance approved.

The applicant also brought up in their narrative that a neighboring property (321 2nd Street West) received approval for a new detached garage that exceeds height requirements. The applicant believes their request is similar, however, they believe their request will be more appropriate compared to the one at 321 2nd Street West.

<u>321 2nd Street West – Accessory Structure</u>
It should be noted that the property at 321 2nd Street West is a local historic structure. In that regard all exterior alterations/demolitions require Heritage Preservation Commission review and approval. In 2009, a Site Alteration Permit (SAP) was approved at this address to demolish the older detached garage and construct a new one. The detached garage roof at 321 2nd Street West is 17 feet in height, which is two feet (24 inches) higher than the 15 feet height maximum for accessory structures. The 12:12 roof pitch used on the garage reconstruction at 321 West 2nd Street mimics the existing historic residence, which is also a 12:12 roof pitch. Traditionally, staff has viewed roof pitch, and subsequent roof height, for *historic* structures as a part of the overall architecture of a historic project—one component of the whole project. Precedent exists with regard to accessory structures matching the roof pitches of other historic homes in downtown Chaska. For instance, the garage reconstruction at 301 East 3rd Street (Nobel-Sell House) was approved in 2005. The Chaska brick garage that was reconstructed on the property measures 20.5 feet tall. The roof pitch of the garage is 9:12, which matches the residence. The findings iterated by staff, and adopted by the HPC, was that the garage reconstruction complemented the existing residence well and fit in to the overall historic character of the parcel. In sum, exceptions on accessory structure height have only been made for historically designated properties, which are approved and validated with a Site Alteration Permit (SAP). The comparison between the property in question tonight (220 Elm Street North) and other historic homes with accessory buildings is not relevant since 220 Elm Street North is not historic.

Undue Hardship, Conditions Not Present on other Similar Sized Lots, & Relationship with Abutting Property

As stated above under Variance Facts, in order to grant a variance, the applicant has to provide conditions that create an undue hardship that would prohibit reasonable development without a Variance. *"Undue hardship" as used in connection with the granting of a variance means the property in question cannot be put to a reasonable use if used under conditions required by the official controls, the plight of the landowner is due to circumstances unique to his property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Undue hardship also includes, but is not limited to, inadequate access to direct sunlight for solar energy systems.*

The property (220 Elm Street North) is already being put to reasonable use being that it has a home and detached garage on it. The current detached garage meets height requirements and can certainly meet setbacks if torn down and reconstructed. The request for added height to the garage is so that the property owner can provide more workspace amidst the Covid situation. Meeting height requirements for an accessory structure does not burden the property owner in the sense that the property cannot be reasonably used, and Covid is not a viable rationalization for a variance as everyone is going through it. In sum, there has not been any proven undue hardship on the property that would constitute the need for a variance. In addition, it appears that the applicant could add onto their home, potentially on the rear portion, while still meeting required setbacks. The applicant could also look into adding over their bump out on the rear of the home by adding a second story.

> ***Homeowners Response:*** *While everyone is going through COVID everyone is also impacted by it differently than others. Impact to ones lives and families varies greatly given their employement and schooling situations. As someone who used to travel 40+ weeks out of the year being home based now with no physical office presence anywhere this is a large change and has been challenging to put our current home to reasonable use. As it sits right now we both will be home for the foreseeable future with no return to offices planned. Many different plans were considered for adding an office space to our existing home. Structurally it is not easy to add onto the back of our house given the direction of the roof and joists. This solution would create a much larger and boxier shaped house that does not fit the character and charm of downtown Chaska and risks creating the Edina "mcmansion" problem on lots that doesn't benefit any of the neighboring properties or our property. Adding a second story above the bump out would create many issues including loss of a bedroom on the 2nd floor to include a hallway to the office. This then creates larger problems for our home and useage being a family of 4.*

The applicant has not provided unique, physical conditions of the property that are not otherwise present on similar sized lots. The lots within downtown Chaska are all fairly similar in size and conditions. The applicant does mention that their home does not have the same space as other homes in the area. However, the size of the home does not constitute as a unique, physical condition/constraint of the property. Home sizes are created by the landowner, or a previous landowner.

Homeowners Response: *The size of the home is the reason for the variance application being requested. Our existing structure is put to reasonable use and still is lacking for what our needs are today. While home sizes are created by the landowner we are constrained by what the City Ordinances will allow us to do, which is the vary reason we are here today to discuss using the garage that already exists and did conform when built.*

The variance, if granted, will be adding height to an accessory building that does not meet setbacks. Abutting properties will be affected by this change as the detached garage will be enlarged to be taller but the setbacks will not be corrected. If granted, the variance will set a precedence that will provide an ability for other properties to request the same.

Homeowners Response: *None of the neighboring structures will be negatively impacted by this minor addition. In fact, doing the larger addition to the house would cause a greater impact to our direct neighboring property as it would shadow their home and yard more than simply adding a small height to the existing garage structure. I am more concerned about the precedent that is being set by the planning commission of "we don't want to see improvements made downtown" which is how myself and many of the neighbors feel after the meeting with the planning committee given their lack of empathy to the request.*

The variance shall not impair the health, safety, comfort, and general welfare of the public?

The applicant believes the variance will not impair the health, safety, comfort, and general welfare of the public, as the proposal will fix a roof issue that is otherwise dangerous and could potentially collapse. However, Staff's analysis is that that fixing the roof can occur without a variance request/approval. General maintenance, such as roof replacement, to a non-conforming structure can occur without the need for a variance as long as it does not involve enlarging the non-conformity or building more than what it is today.

Homeowners Response: *Yes we understand general maintenance is allowed, we are looking at repairing the structure to ensure that it does not collapse. Even if we just repair the roof the height of the roof will be raised to ensure a properly structured roof is installed on the existing garage.*

The variance shall not be contrary to the intent and purpose of the Comprehensive Plan, Official Map, or any ordinances of the City?

The variance will be contrary to the intent and purpose of the Comprehensive Plan, Official Map, or any ordinances of the City. The applicant believes that their concept to add an additional level to the detached garage will stay within the charm that is present in downtown Chaska. Staff's analysis is that the proposal is contrary to various zoning ordinances as noted above (Section 9.22.8 and Section 2.4.1.2). These ordinances are in place to ensure that accessory buildings are designed to be secondary to the principal structure and not primary to the overall site. The height requirement was meant to allow for typical storage above a detached structure, but not necessarily living space. Adding living space above a detached garage will have to meet certain building codes as well and be careful not to be constituted as

an accessory dwelling unit/duplex, which is not permitted on single-family lots. Additionally, the lot is a corner lot so the visibility of the detached garage will be significant on the streetscape and relationship between the home. The non-conforming ordinance prohibits non-conformities from enlarging so that the issue itself, in this case setbacks, does not become greater to resolve.

Homewoners Response: *At no time have we ever stated that this addition would be turned into an apartment or full living space. The narrative has always reflected that this will be a partial height loft addition to minimally meet the requirements for an e-Learning studio to deliver training courses via the Internet. Our lot is a corner lot yes, but visibility of the garage is minimal as anyone who has actually been to the property can easily see. From the front of the house where our property is numbered the garage isn't even visible. From the main corner of Elm and 3rd Streets the garage again is barely visible covered by mature trees and a fence. When vieiwing the property from the Downtown approach of Cedar and 3rd Streets existing structures block the majority of the view of the garage as you can see from the following photos.*

Variances shall not allow a use in a district that is not otherwise allowed?

The variance will not allow a use in the zoning district that is not otherwise allowed.

The variance should not be greater than necessary to accomplish the landowner's objective?

The variance proposal is greater than necessary to accomplish the landowner's objective.

Are there alternative locations, development concepts or space requirements that would reduce or eliminate the request?

There are other alternatives for adding space for work and home-schooling. The applicant can explore adding on to their home to provide for additional space and avoid variating from zoning regulations. A couple options could be to add on to the rear of the home, southerly side where the paver patio is shown on the survey. Another option could be to add over the bump out on the rear of the home by adding a second story. The detached garage could also be re-evaluated for space. The applicant is already investing a lot of money in adding on to the garage and re-doing the structure/roof that it would seem feasible to tear down and rebuild meeting setbacks and height; the garage could be reformatted to include a space that could have an office as long as it is still meeting square footage allowance (plumbing/bathroom, kitchen facilities, or anything that could constitute as a duplex/accessory dwelling unit would be prohibited). It appears that there can be other options to explore that would not require a variance.

Homeowners Response: *The City Planning staff is not certified Architects nor Structural Engineers and cannot make reasonable statements regarding feasibility of additions to a home. As explained in the narrative provided to the staff we have evaluated all options of adding onto our existing house. We have fully evaluated all options of adding onto the existing house and met with Real Estate Agents to understand the impact on values it would have. From our discussions adding onto the house will not benefit our property nor neighboring properties, in fact the opposite will happen with property values being impacted negatively due to lack of comparable properties. Furthermore, tearing down the existing structure is an unacceptable option given the environmental concerns. To fill DemCon will unnecessary waste isn't good for the environment. Couple this with the need to rebuild with new materials which are already stretched thin due to COVID and other reasons this is not sustainable for the future in any shape or form. As homeowners who have purchased these properties with structures that are not considered "conforming" we cannot be expected to rebuild a structure just to meet new ordinances without grants being provided to by the City. There is no value in that as a homeowner.*

The variance, if granted, would not alter the essential character of the locality (neighborhood)?

The variance would alter the essential character of the locality. The proposal for increased height on an accessory structure exceeding the maximum standard, if granted, would set a precedence to allow other accessory structures to do the same. The height standard is so that accessory buildings do not become more primary in terms of look and scale than the home. Accessory structures are meant to be "accessory". The height of accessory buildings is controlled so that the accessory building does not become more significant than the principal building.

Homeowners Response: *Provided in our narrative was 3D renders of the garage addition. The roof structure on the accessory building is still less prominent than the house and also does not stand out as obvious as the previously referenced property that has a garage which appears larger than the home itself. We have invested a lot of time in ensuring character is retained throughout this process. As you can see from the render, the roofline and gable window on the North (3rd Street) face of the structure which is the main face mimicks similar styled homes in the area to blend and not seem out of place. The long sloping side of the roof line retains current structural elements close to the alley to ensure no impact to the alley is made. 4 feet of height is added to the existing roofline which won't impact the character of the locality.*

Conforming to City Code, the property could not be put to a "reasonable" use?

The property could be put to reasonable use if it had to conform to the maximum height requirement for accessory structures. The property currently has a detached garage on it that meets the height requirement.

> ***Homeowners Response:*** *At no time are we debating the fact that we have a garage which meets the height requirements. Reasonable use is extremely subjective. The property, in terms of the land use, is put to reasonable use yes. The structures on the property are were we are struggling with reasonable use given the new normal due to COVID.*

The variance would improve an existing non-conforming condition.

The variance would not improve an existing non-conforming condition. In fact, the variance will enlarge a non-conforming condition. The detached garage does not currently meet the required rear and side yard setbacks, and thus makes the structure non-conforming. The applicant's proposal to add on another level/height to the non-conforming structure would mean that they are enlarging the non-conformity and making the issue more challenging to resolve. In addition, there are certain building codes that need to be met when buildings are so close to the property line.

> ***Homeowners Response:*** *The non-conformity of our structure will never be changing. Contrary to the belief that all non-conforming structures will eventually be conforming ours will not be changing, unless an act of God/nature destroys it. Our request isn't making it conform any less or any more. The ground usage stays the same, adding to the height doesn't make it more or less non-conforming. If the city truly cares about*

non-conformity of building structures lets talk about how the property located next door to use was allowed to be built OVER the property lines.

The variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood?

The variance will impair the surrounding properties. The proposal will enlarge an accessory building above the maximum standards thus increasing the visual that people see on this property, while maintaining its nonconforming setbacks. These setbacks were enacted to protect public safety and the permanent maintenance of this nonconformity (through a variance) would be contrary to those previous findings. Lastly, this property is a corner lot, and the visibility of this detached structure would be significant.

Homeowners Response: *Addressed earlier, this will not impair any surrounding properties. The direct impacted neighbor has expressed their joy and desire for this to happen and be allowed during the Public Comment section of the Planning Committee meeting. It's not acceptable behaviour our neighbors feel for someone who hasn't a) visited the neighborhood or b) lived in this neighborhood to imply and/or state as a fact that something would impair them without being here. Visibility of the detached structure is minimal when approaching our property. Having driven home to this property for the past 13 years the first thing I always notice is the back of the house when coming from Downtown Chaska, not the garage. There are always cars in the street that obstruct the view and the neighboring properties built right on the property lines. A copy of the neighbors agreement that this structure would be acceptable is attached. The recommendation of enlarging our home would diminish neighboring property values and is not desirable by anyone. This solution allows for a win-win for everyone involved in the area. COVID has shown the new norm of not needing office spaces for employees and having homes that provide a somewhat detached office space to separate work life balance will be highly desirable in the future and would allow Chaska to be seen as a forward thinking community.*

Address	Name	Signature
216 N ELM ST	Chelsey Olson	
212 N ELM ST	Chelsey Olson	
208 N ELM ST	Peter Gearhart	
320 W 2ND ST	Julie Parris	Julie Parris
316 W 2ND ST	Josh Zangl	
300 W 2ND ST	Kelly A. Fox	2nd Floor
209 N CEDAR ST	Rocky Marshall	Rocky Marshall
211 N CEDAR ST	NOT HOME	
217 N CEDAR ST	NOT HOME	
221 N CEDAR ST	Tim Dahlke	Tim Dahlke
311 W 3RD ST	ASHLEY EVAN	
303 N CEDAR ST	Lemuel McDermott	
316 W 3RD ST	Kira Bristol	Kira Bristol

FINDINGS

Staff feels as if there is not an undue hardship on the applicant, and therefore a variance should not be granted, for the following reasons:

1. The property in question can be put to a reasonable use under the current regulations and setbacks. The property currently has a home and accessory building on the property. There are no unique physical constraints on the property which would otherwise make the property unusable.

   Homeowners Response: *Yes the property currently has a home and accessory building, that is not the discussion point. The discussion is regarding being able to continue to live in Chaska or have to look into moving (which Chaska will not*

be on the list) in order to be able to have the space that we require to live our lives. If we didn't strongly feel there was a physical constraint to using the property as it sits we wouldn't have spent $687 on a mailer being put together that contained absolutely ZERO information about the request being made and another $1200 on a survey because the City's contractors removed all the property markers during the street work.

2. Staff also feels that the variance, if granted, will alter the essential character of the area. An accessory building exceeding the maximum height and maintaining nonconforming setbacks would set a negative precedence and alter the essential character of the area.

   Homeowners Response: *Any staff member that has actually been to this neighborhood and seen the types of homes in the area would see that the improvements we are looking to make match the existing neighboring structures. As a matter of fact we have had many of the walkers comment and compliment on the changes we are currently making to the property as tying it into the neighboorhood more closely than what it was before.*

3. There are reasonable alternatives to the variance. The applicant can explore adding on to their home.

   Homeowners Response: *Reasonable by what definition? Reasonable as in upwards of $100,000 in large scale structural changes to a property and environmental waste when a $10,000 investment can be made adding a simple loft with minimal waste?*

4. The variance would not improve an existing non-conforming condition rather it will make it worse. The detached garage currently does not meet rear and side yard setbacks. The proposal to add height to the detached garage would make the non-conformity larger.

PLANNING COMMISSION ACTION TAKEN 10/14/20:

Motion to recommend denial of the major variance request to exceed the height requirements for accessory structures (Zoning Ordinance 9.22.8), and to expand a nonconforming structure (Zoning Ordinance 2.4.1.2), to the City Council based on the following findings:

FINDINGS:

1. The property in question can be put to a reasonable use under the current regulations and setbacks. The property currently has a home and accessory building on the property. There are no unique physical constraints on the property which would otherwise make the property unusable.

2. Staff also feels that the variance, if granted, will alter the essential character of the area. An accessory building exceeding the maximum height would set a negative precedence and alter the essential character of the area.

3. There is a reasonable alternative to the variance. The applicant can explore adding on to their home.

4. The variance would not improve an existing non-conforming condition rather it will make it worse. The detached garage currently does not meet rear and side yard setbacks. The proposal to add height to the detached garage would make the non-conformity larger.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Resolution No. 2020-88 Denying the Variance request to exceed the height requirements for accessory structures (Zoning Ordinance 9.22.8), and to expand a nonconforming structure (Zoning Ordinance 2.4.1.2), based on the findings listed in the resolution.

CITY OF CHASKA
CARVER COUNTY,
MINNESOTA

RESOLUTION

DATE 11/16/2020 RESOLUTION NO. 2020-88

MOTION BY COUNCILMEMBER SECOND BY COUNCILMEMBER

RESOLUTION DENYING THE VARIANCE REQUEST TO EXPAND A NONCONFORMING STRUCTURE (ZONING ORDINANCE 2.4.1.2) AND TO EXCEED THE HEIGHT REQUIREMENTS FOR ACCESSORY STRUCTURES (ZONING ORDINANCE 9.22.8).

WHEREAS, Blake and Amie Krone (Krone's) own a residential property in Downtown Chaska at 220 Elm Street North and it is legally described as Lot 10, Block 40 of the City Lots of Chaska (Krone Property), and is approximately 0.19 acres (8,519 square feet) in size; and

WHEREAS, the Krone Property is rectangular in size and is generally flat without any readily visible impediments that would limits its utilization, based on the existing zoning of Medium Density Residential (R2); and

WHEREAS, the utilization of the Krone Property currently consists of a single-family home (west side of lot) and one detached garage (east side of lot); and

WHEREAS, the detached garage on the Krone Property is 986 square feet in size and approximately 13 feet in height; and

WHEREAS, the Krone's detached garage does not meet setbacks in its current location; the detached garage structure is setback 0.4 feet from the rear lot line (alley) and 4.6 feet from the side interior lot line when 5 feet is required for both and therefore the detached garage is a non-conforming structure; and

WHEREAS, the Zoning Ordinance in Section 2.4.1.2 states, "A non-conforming building or structure shall not be added to or enlarged in any manner unless such additions or enlargements are made so as to bring said building or structures into conformity with the regulations of this Ordinance"; and

WHEREAS, the Krone's have applied to the City for a variance to add onto their existing detached garage, without correcting the nonconforming setbacks; and

WHEREAS, the Zoning Ordinance in Section 9.22.8 states, "One accessory building shall not exceed 768 square feet in floor area on lots of 7,200 square feet in size or greater, or 624 square feet on lots of less than 7,200 square feet in size and shall not exceed 15 feet in height. The garage door opening shall be limited in height to eight feet as measured from the driveway apron or grade at the door opening."; and

WHEREAS, the Krone's have applied to the City for a variance to add height to their garage in excess of the height limitation in the R2 Zoning District (15.8 feet is proposed, when 15 feet is the maximum); and

WHEREAS, the Planning Commission on October 14, 2020 conducted a Public Hearing on the Krone's variance requests and unanimously recommended denial of the major variance to exceed the height requirements for accessory structures (Zoning Ordinance 9.22.8) and to expand a nonconforming structure (Zoning Ordinance 2.4.1.2), to the City Council based on the following findings of fact:

1. The property in question can be put to a reasonable use under the current regulations and setbacks. The property currently has a home and accessory building on the property. There are no unique physical constraints on the property which would otherwise make the property unusable.
2. Staff also feels that the variance, if granted, will alter the essential character of the area. An accessory building exceeding the maximum height would set a negative precedence and alter the essential character of the area.
3. There is a reasonable alternative to the variance. The applicant can explore adding on to their home.
4. The variance would not improve an existing non-conforming condition rather it will make it worse. The detached garage currently does not meet rear and side yard setbacks. The proposal to add height to the detached garage would make the non-conformity larger; and

WHEREAS, the City Council on November 16, 2020 received the Krone's variance requests, the testimony presented at the Public Hearing, the Staff recommendation and the Planning Commission recommendation; and

WHEREAS, the City Council makes the following Findings of Fact:

1. The Krone Property can be put to a reasonable use under the current regulations and setbacks. The property currently has a home and accessory building on the property. There are no unique physical constraints on the property which would otherwise make the property unusable;
2. An accessory building exceeding the maximum height allowed by the Zoning Ordinance would set a negative precedence and thus alter the essential character of the area;
3. There are alternatives to the variance;
4. The variance would not improve an existing non-conforming condition rather it will make it worse. The detached garage currently does not meet rear and side yard setbacks. The proposal to add height to the detached garage would make the non-conformity larger. These setbacks were enacted to protect public safety and the permanent maintenance of this nonconformity (through a variance) would be contrary to those regulations; and
5. The variance is contrary to the intent and purpose of the Comprehensive Plan and the Zoning Ordinance.

NOW, THERFORE, BE IT RESOLVED, by the City Council of the City of Chaska, Minnesota, as follows:

The Krone's application to issue variances to add onto their existing garage in excess of the height requirement (Zoning Ordinance Section 9.22.8) and not to correct the nonconforming setbacks for said garage (Zoning Ordinance Section 2.4.1.2) is hereby denied.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 16th day of November, 2020.

_____
Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk

Blake & Amie Krone
220 N ELM ST, CHASKA, MN 55318
Lot 10, Block 40, Townsite (now City) of Chaska
August 31, 2020

Variance Request

We, as the property owners of Lot 10, Block 40, Townsite (now City) of Chaska, Mr. Blake & Mrs. Amie Krone, are requesting a special variance to be approved for our existing detached garage structure. Our current structure has a failing roof due to older building techniques used that are inadequate to support the weight of heavy snow falls in Winter. As a temporary solution we have installed a pair of laminated beams running the length of the garage portion of the structure to prevent the roof from collapsing in on itself.

The roof line has been supported raising the middle section approximately 2" but is still sagging as can be seen in the image below. The side of the garage has multiple bows due to trusses being spaced 24" O.C. without adequate sheathing. The garage also lacks overhangs causing water damage and rotting to some of the structure.

The property located at 300 W 2ND ST on the opposite end of the alley had a similar issue with their garage collapsing which we are working to avoid with our property for the safety of us and our neighbors who use the alleyway to enter their garages. ***(Item 3.i of narrative request.)***

While we are fixing the roof issues of the garage we are requesting that we be allowed to raise the roof above the attached 3rd car stall to include an office/classroom space for our family. This would raise the overall height of the structure by 6' at the highest point away from the alleyway. This would be above the maximum allowed height by 3' thus requiring the variance approval. Due to COVID-19 we have had to completely readjust our usage of the house in its current state. Going from a full-time traveling employee and office worker to 100% home-based remote workers we need adequate work spaces for both of us as well as space for home schooling our children that doesn't involve losing the dining room table for family meals. As a teacher I need a space that can have a full camera setup with digital whiteboards for remote teaching without interruptions or background distractions. Amie, as a Director of HR, needs to have a space she can have meetings in confidence without concern for privacy issues of her employees. During the past few months we have adjusted setups many times trying to find ways to utilize our existing space but can't get enough distance between all of us while on concurrent video conferences to reduce background noise. ***(Item 3.vii, 3.v)*** Many of the other homes of similar lot size and home size have larger open spaces inside their homes from previous remodels or being built that way allowing them the space to have work areas that don't involve the dining room table. ***(Item 3.b)*** This small vertical addition would allow us to continue to utilize our property reasonably and allow us to stay in the Chaska area. ***(Item 3.a)***

We have discussed this addition with our neighbors that are located on the block and have direct line of sight with the addition. Concerns were expressed around the height of the garage at the alleyway to not interfere with garbage & recycling trucks as well as snow removal vehicles. We have specifically designed the addition to provide adequate clearances for vehicles, we are in fact raising the roof line a foot on the alleyway to increase the clearance height for trucks as a precautionary measure. ***(Item 3.c, 3.viii)*** Numerous iterations of the roof height were tested to

see how they fit with the neighboring structures in order to meet the minimally viable interior ceiling height needed for the space while ensuring not to impact the supply of light and air flow to the block. ***(Item 3.iv, 3.ix)*** To stay within the charm that is present in Downtown area homes we designed the addition to have a small town charm and not be a typical cookie cutter blocky shape. This coupled with improvements to our main structure (via other permits) will return charm to our current large boxed house on the block. ***(Item 3.ii, 3.vi)*** All of the neighbors we have been able to talk to have approved the addition from their perspective and can be seen via the attached signature sheet. We have taken serious consideration to the look and feel of the neighborhood while designing this addition.

Recently another property received approval of a special variance request for their new detached garage with second story loft. This property had a small carriage house garage, while the request was for a garage to be built it doesn't meet item 3. iv. *The variance should not be greater than necessary to accomplish the landowner's objective*. This is a similar request with the primary difference being our structure already exists, it will be hardly noticeable from streets due to the matured trees surrounding the area. When comparing the two properties we feel that our addition flows with the property better than the previously approved variance given the relationship of the structure to the main house and allows us to improve the currently built garage structurally ensuring safety of us and all those around it.

While performing a land survey it was determined that the neighboring property is partially on our property. This property, located at 216 N ELM, has also had work performed on it without permits involving removing the garage in a fashion that has made the house an eye sore on the neighborhood and goes against the character of the locality. With this property being right on the boundary (3" - 6") what we see out of our windows is this eye sore of a repair job performed by the county. A fair compromise to the boundary issue would be acceptance of this variance request.

We appreciate your time in reviewing this application and look forward to discussing it in person with you at the planning meetings.

https://www.dropbox.com/sh/89lr0ho5m6ucija/AAABUNZxxYwzsypdgQlalyqfa

Address	Name	Signature
216 N ELM ST	Chelsey Olson	
212 N ELM ST	Chelsey Olson	
208 N ELM ST	Peter Gephart	
320 W 2ND ST	Julie Parris	Julie Parris
316 W 2ND ST	Josh Zangl	
300 W 2ND ST	Kelly A. Fox	Ronald Fhom
209 N CEDAR ST	Rocky Marshall	Rocky Marshall
211 N CEDAR ST	NOT HOME	
217 N CEDAR ST	NOT HOME	
221 N CEDAR ST	Tim Dahlke	Tim Dahlke
311 W 3RD ST	ASHLEY KHAN	Ashley Khan
303 N CEDAR ST	Lemuel McDermott	
316 W 3RD ST	Kira Bristol	Kira L Bristol

REQUEST FOR ACTION
CHASKA PLANNING COMMISSION
10/14/2020

Subject: **Expansion of Accessory Structure — Variance Request to Exceed Height Requirements for Accessory Structure and to Expand a Non-Conforming Structure**

Applicant: Blake & Amie Krone

Location: 220 Elm Street North

Case No.: 2020-21

Synopsis: Applicant is requesting the approval of a variance request to exceed the height requirements for an accessory structure, and to expand a non-conforming structure that does not meet setbacks requirements

Prepared By: Elizabeth Hanson

Recommendation: Motion to recommend denial to City Council

Existing Conditions
The property, 220 Elm Street North, is legally described as Lot 10, Block 40 of the City Lots of Chaska, and is approximately 0.19 acres (8,519 square feet) in size; this lot is located in downtown Chaska. The property currently consists of a single-family home and one detached garage structure on the eastern portion of the site. The detached garage is 986 square feet in size and approximately 13 feet in height. The detached garage does not meet setbacks in its current position. The structure has to be setback 5 feet from both the rear and interior side yard lot lines. The structure is setback 0.4 feet from the rear lot line, and 4.6 feet from the side interior lot line. Because the detached garage does not meet setbacks it is currently a non-conforming structure.

Land Use
The property is currently zoned Medium Density Residential (R2).

VARIANCE FACTS
In order for a variance to be granted, the applicant must provide a written statement containing the following:

- Conditions that create a hardship (see hardship definition below) that would prohibit reasonable development without a Variance;
- Conditions on the property that create a hardship that are not present on similar sized lots in the same area and zoning district; and
- Relationships with abutting property that will not be adversely affected by the Variance.

Minnesota State Statue in Chapter 462.357, Subdivision 6, (2), defines "undue hardship" as: "... means the property in question cannot be put to a reasonable use if used under conditions allowed the official controls, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute an undue hardship if reasonable use of the property exists under the terms of the ordinance...".

The general standards for approval of a variance are found in Section 14.8.1, of the Zoning Ordinance, which states the following:

"The City Council may grant variances from the literal provisions of this Ordinance where their strict enforcement would cause undue hardship because of circumstances unique to the individual property under consideration, and to grant such variances only when it is demonstrated that such actions will be in keeping with the spirit and intent of this Ordinance.

"Undue hardship" as used in connection with the granting of a variance means the property in question cannot be put to a reasonable use if used under conditions required by the official controls, the plight of the landowner is due to circumstances unique to his property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Undue hardship also includes, but is not limited to, inadequate access to direct sunlight for solar energy systems.

Economic considerations alone shall not constitute an undue hardship if reasonable use for the property exists under the terms of this Ordinance. Variances shall be granted for earth-sheltered construction as defined herein when in harmony with this Ordinance.

The City Council may not permit as a variance any use that is not permitted under the Ordinance for property in the district where the affected person's land is located. The City Council may permit as a variance the temporary use of a one family dwelling as a two family dwelling. The City Council may impose conditions in the granting of a variance to insure compliance and to protect adjacent properties."

The following are some of the questions Staff asks with each variance request.

- The variance shall not impair the health, safety, comfort and general welfare of the public?
- The variance shall not be contrary to the intent and purpose of the Comprehensive Plan, Official Map or any ordinances of the City?
- Variances shall not allow a use in a district that is not otherwise allowed?
- The variance should not be greater than necessary to accomplish the landowner's objective?
- Are there alternative locations, development concepts or space requirements that would reduce or eliminate the request?
- The variance, if granted, would not alter the essential character of the locality (neighborhood)?
- Conforming to City Code, the property could not be put to a "reasonable" use?
- The variance would improve an existing non-conforming condition.

- The variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood?

STAFF EVALUATION

The applicant is requesting a variance from zoning ordinance Section 9.22.8 which states:

"One accessory building shall not exceed 768 square feet in floor area on lots of 7,200 square feet in size or greater, or 624 square feet on lots of less than 7,200 square feet in size and shall not exceed 15 feet in height. The garage door opening shall be limited in height to eight feet as measured from the driveway apron or grade at the door opening."

The applicant is also requesting a variance from zoning ordinance Section 2.4.1.2 which states:

"A non-conforming building or structure shall not be added to or enlarged in any manner unless such additions or enlargements are made so as to bring said building or structures into conformity with the regulations of this Ordinance."

The applicant is proposing to add on to their existing detached garage that would increase the height of the building; they are using the same building footprint of the existing detached garage but adding an additional level above. Per Ordinance, building height is defined as the vertical distance measured from the curb level to the mean height level between the eaves and the ridge of gable roofs. Using this definition, the detached garage roof will be 15.8 feet in height, which is 0.8 feet (approximately 10 inches) higher than the 15 feet height maximum for accessory structures. The applicant is also requesting to expand on a structure that is non-conforming due to it not meeting required setbacks. 5 feet is required from both the rear and interior side property lines, however, the structure is only 0.4 feet away from the rear property line and 4.6 feet away from the side interior property line.

Applicant's Argument

The applicant has stated that the reasoning for variance and the expansion of the detached garage is to add square footage for an office/classroom space for their family. Because of Covid-19 they have had to completely readjust the usage of their house. Going from being a full-time traveling employee/office worker to a full-time home-based worker for both the husband and wife has required workspaces in the home for both. Home-schooling their children has also put a strain on the organization of their home. In sum, there is not enough space in their existing home to separate each workspace adequately, and they would prefer to use their dining room table as a traditional eating space rather than a workspace. The new space above the garage would allow their family additional square footage, and allow the applicant to fix a roof issue on the garage.

In terms of reasonableness, the applicant believes that there are other properties with similar dimensions that have larger open spaces inside their homes that allow them the space to have adequate work areas that do not involve the dining room table. The vertical addition to their existing detached garage would allow them to reasonably use their property and provide adequate workspace.

The applicant has discussed this issue with their neighbors. Concerns were raised about the height of the structure adjacent to the alleyway and how garbage/snow removal trucks would be able to adequately access the alleyway. The applicant states that they have specifically designed the addition to provide for adequate clearance from the alleyway. They state that they did numerous iterations to ensure the proposed height fits in with neighboring structures and the downtown area, and ultimately does not impact the supply of lighting air flow. A supplement is provided that has signatures of neighbors supporting the project.

The applicant believes that they should be granted the variance because their neighboring property to the south of them (216 Elm Street North) is not meeting setbacks on the lot line abutting their property. Staff's response to this is that although there may be a setback issue noted on the neighboring property, this does not constitute having a variance approved.

The applicant also brought up in their narrative that a neighboring property (321 2nd Street West) received approval for a new detached garage that exceeds height requirements. The applicant believes their request is similar, however, they believe their request will be more appropriate compared to the one at 321 2nd Street West.

<u>321 2nd Street West – Accessory Structure</u>
It should be noted that the property at 321 2nd Street West is a local historic structure. In that regard all exterior alterations/demolitions require Heritage Preservation Commission review and approval. In 2009, a Site Alteration Permit (SAP) was approved at this address to demolish the older detached garage and construct a new one. The detached garage roof at 321 2nd Street West is 17 feet in height, which is two feet (24 inches) higher than the 15 feet height maximum for accessory structures. The 12:12 roof pitch used on the garage reconstruction at 321 West 2nd Street mimics the existing historic residence, which is also a 12:12 roof pitch. Traditionally, staff has viewed roof pitch, and subsequent roof height, for *historic* structures as a part of the overall architecture of a historic project—one component of the whole project. Precedent exists with regard to accessory structures matching the roof pitches of other historic homes in downtown Chaska. For instance, the garage reconstruction at 301 East 3rd Street (Nobel-Sell House) was approved in 2005. The Chaska brick garage that was reconstructed on the property measures 20.5 feet tall. The roof pitch of the garage is 9:12, which matches the residence. The findings iterated by staff, and adopted by the HPC, was that the garage reconstruction complemented the existing residence well and fit in to the overall historic character of the parcel. In sum, exceptions on accessory structure height have only been made for historically designated properties, which are approved and validated with a Site Alteration Permit (SAP). The comparison between the property in question tonight (220 Elm Street North) and other historic homes with accessory buildings is not relevant since 220 Elm Street North is not historic.

<u>Undue Hardship, Conditions Not Present on other Similar Sized Lots, & Relationship with Abutting Property</u>
As stated above under Variance Facts, in order to grant a variance the applicant has to provide conditions that create an undue hardship that would prohibit reasonable development without a Variance. *"Undue hardship" as used in connection with the granting of a variance means the property in question cannot be put to a reasonable use if used under conditions required by the official controls, the plight of the landowner is due to circumstances unique to his property not created by the landowner, and the variance, if granted, will not alter the essential character of*

the locality. Undue hardship also includes, but is not limited to, inadequate access to direct sunlight for solar energy systems.

The property (220 Elm Street North) is already being put to reasonable use being that it has a home and detached garage on it. The current detached garage meets height requirements and can certainly meet setbacks if torn down and reconstructed. The request for added height to the garage is so that the property owner can provide more workspace amidst the Covid situation; it would be a convenience to have this additional space. Meeting height requirements for an accessory structure does not burden the property owner in the sense that the property cannot be reasonably used, and Covid is not a viable rationalization for a variance as everyone is going through it. In sum, there has not been any proven undue hardship on the property that would constitute the need for a variance. In addition, it appears that the applicant could add onto their home, potentially on the rear portion, while still meeting required setbacks. The applicant could also look into adding over their bump out on the rear of the home by adding a second story.

The applicant has not provided unique, physical conditions of the property that are not otherwise present on similar sized lots. The lots within downtown Chaska are all fairly similar in size and conditions. The applicant does mention that their home does not have the same space as other homes in the area. However, the size of the home does not constitute as a unique, physical condition/constraint of the property. Home sizes are created by the landowner, or a previous landowner.

The variance, if granted, will be adding height to an accessory building that does not meet setbacks. Abutting properties will be effected by this change as the detached garage will be enlarged to be taller but the setbacks will not be corrected. If granted, the variance will set a precedence that will provide an ability for other properties to request the same.

The variance shall not impair the health, safety, comfort and general welfare of the public?

The applicant believes the variance will not impair the health, safety, comfort and general welfare of the public, as the proposal will fix a roof issue that is otherwise dangerous and could potentially collapse. However, Staff's analysis is that that fixing the roof can occur without a variance request/approval. General maintenance, such as roof replacement, to a non-conforming structure can occur without the need for a variance as long as it does not involve enlarging the non-conformity or building more than what it is today.

The variance shall not be contrary to the intent and purpose of the Comprehensive Plan, Official Map or any ordinances of the City?

The variance will be contrary to the intent and purpose of the Comprehensive Plan, Official Map or any ordinances of the City. The applicant believes that their concept to add an additional level to the detached garage will stay within the charm that is present in downtown Chaska. Staff's analysis is that the proposal is contrary to various zoning ordinances as noted above (Section 9.22.8 and Section 2.4.1.2). These ordinances are in place to ensure that accessory buildings are designed to be secondary to the principal structure and not primary to the overall site. The height requirement was meant to allow for typical storage above a detached

structure, but not necessarily living space. Adding living space above a detached garage will have to meet certain building codes as well and be careful not to be constituted as an accessory dwelling unit/duplex, which is not permitted on single-family lots. Additionally, the lot is a corner lot so the visibility of the detached garage will be significant on the streetscape and relationship between the home. The non-conforming ordinance prohibits non-conformities from enlarging so that the issue itself, in this case setbacks, does not become greater to resolve.

Variances shall not allow a use in a district that is not otherwise allowed?

The variance will not allow a use in the zoning district that is not otherwise allowed.

The variance should not be greater than necessary to accomplish the landowner's objective?

The variance proposal is greater than necessary to accomplish the landowner's objective.

Are there alternative locations, development concepts or space requirements that would reduce or eliminate the request?

There are other alternatives for adding space for work and home-schooling. The applicant can explore adding on to their home to provide for additional space, and avoid variating from zoning regulations. A couple options could be to add on to the rear of the home, southerly side where the paver patio is shown on the survey. Another option could be to add over the bump out on the rear of the home by adding a second story. The detached garage could also be re-evaluated for space. The applicant is already investing a lot of money in adding on to the garage and re-doing the structure/roof that it would seem feasible to tear down and rebuild meeting setbacks and height; the garage could be reformatted to include a space that could have an office as long as it is still meeting square footage allowance (plumbing/bathroom, kitchen facilities, or anything that could constitute as a duplex/accessory dwelling unit would be prohibited). It appears that there can be other options to explore that would not require a variance.

The variance, if granted, would not alter the essential character of the locality (neighborhood)?

The variance would alter the essential character of the locality. The proposal for increased height on an accessory structure exceeding the maximum standard, if granted, would set a precedence to allow other accessory structures to do the same. The height standard is so that accessory buildings do not become more primary in terms of look and scale than the home. Accessory structures are meant to be "accessory". The height of accessory buildings is controlled so that the accessory building does not become more significant than the principal building.

Conforming to City Code, the property could not be put to a "reasonable" use?

The property could be put to reasonable use if it had to conform to the maximum height requirement for accessory structures. The property currently has a detached garage on it that meets the height requirement.

The variance would improve an existing non-conforming condition.

The variance would not improve an existing non-conforming condition. In fact, the variance will enlarge a non-conforming condition. The detached garage does not currently meet the required rear and side yard setbacks, and thus makes the structure non-conforming. The applicant's proposal to add on another level/height to the non-conforming structure would mean that they are enlarging the non-conformity, and making the issue more challenging to resolve. In addition, there are certain building codes that need to be met when buildings are so close to the property line.

The variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood?

The variance will impair the surrounding properties. The proposal will enlarge an accessory building above the maximum standards thus increasing the visual that people see on this property. This property is a corner lot and the visibility of this detached structure would be significant.

FINDINGS

Staff feels as if there is not an undue hardship on the applicant, and therefore a variance should not be granted, for the following reasons:

1. The property in question can be put to a reasonable use under the current regulations and setbacks. The property currently has a home and accessory building on the property. There are no unique physical constraints on the property which would otherwise make the property unusable.

2. Staff also feels that the variance, if granted, will alter the essential character of the area. An accessory building exceeding the maximum height would set a negative precedence and alter the essential character of the area.

3. There is a reasonable alternative to the variance. The applicant can explore adding on to their home.

4. The variance would not improve an existing non-conforming condition rather it will make it worse. The detached garage currently does not meet rear and side yard setbacks. The proposal to add height to the detached garage would make the non-conformity larger.

PLANNING COMMISSION ACTION REQUESTED

Motion to recommend denial of the major variance request to exceed the height requirements for accessory structures (Zoning Ordinance 9.22.8), and to expand a nonconforming structure (Zoning Ordinance 2.4.1.2), to the City Council based on the following findings:

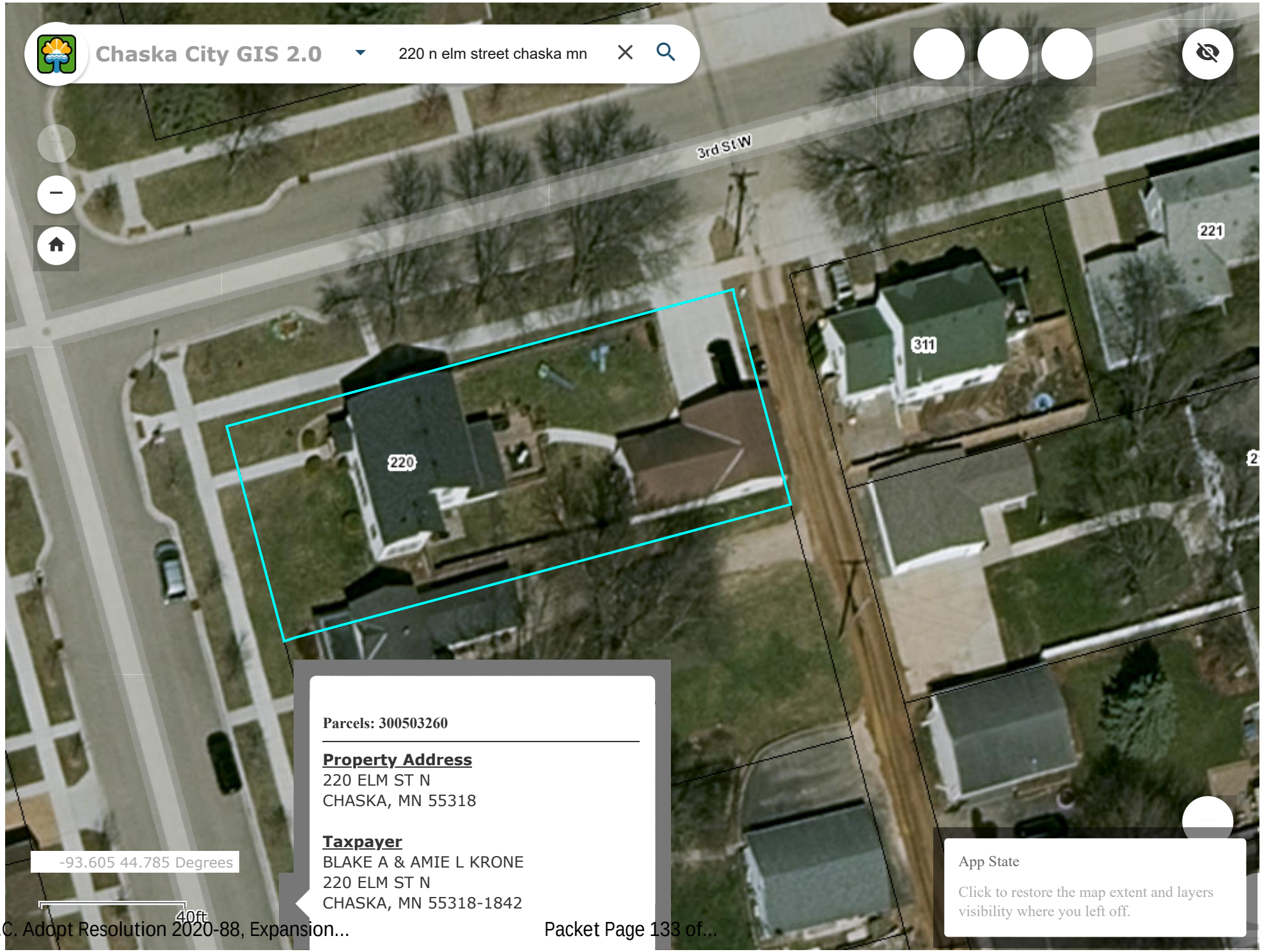
FINDINGS:

1. The property in question can be put to a reasonable use under the current regulations and setbacks. The property currently has a home and accessory building on the property. There are no unique physical constraints on the property which would otherwise make the property unusable.

2. Staff also feels that the variance, if granted, will alter the essential character of the area. An accessory building exceeding the maximum height would set a negative precedence and alter the essential character of the area.

3. There is a reasonable alternative to the variance. The applicant can explore adding on to their home.

4. The variance would not improve an existing non-conforming condition rather it will make it worse. The detached garage currently does not meet rear and side yard setbacks. The proposal to add height to the detached garage would make the non-conformity larger.


Chaska City GIS 2.0
220 n elm street chaska mn
3rd St W
220
311
221
Parcels: 300503260
Property Address
220 ELM ST N
CHASKA, MN 55318
Taxpayer
BLAKE A & AMIE L KRONE
220 ELM ST N
CHASKA, MN 55318-1842
-93.605 44.785 Degrees
40ft
App State
Click to restore the map extent and layers visibility where you left off.

220 N Elm St

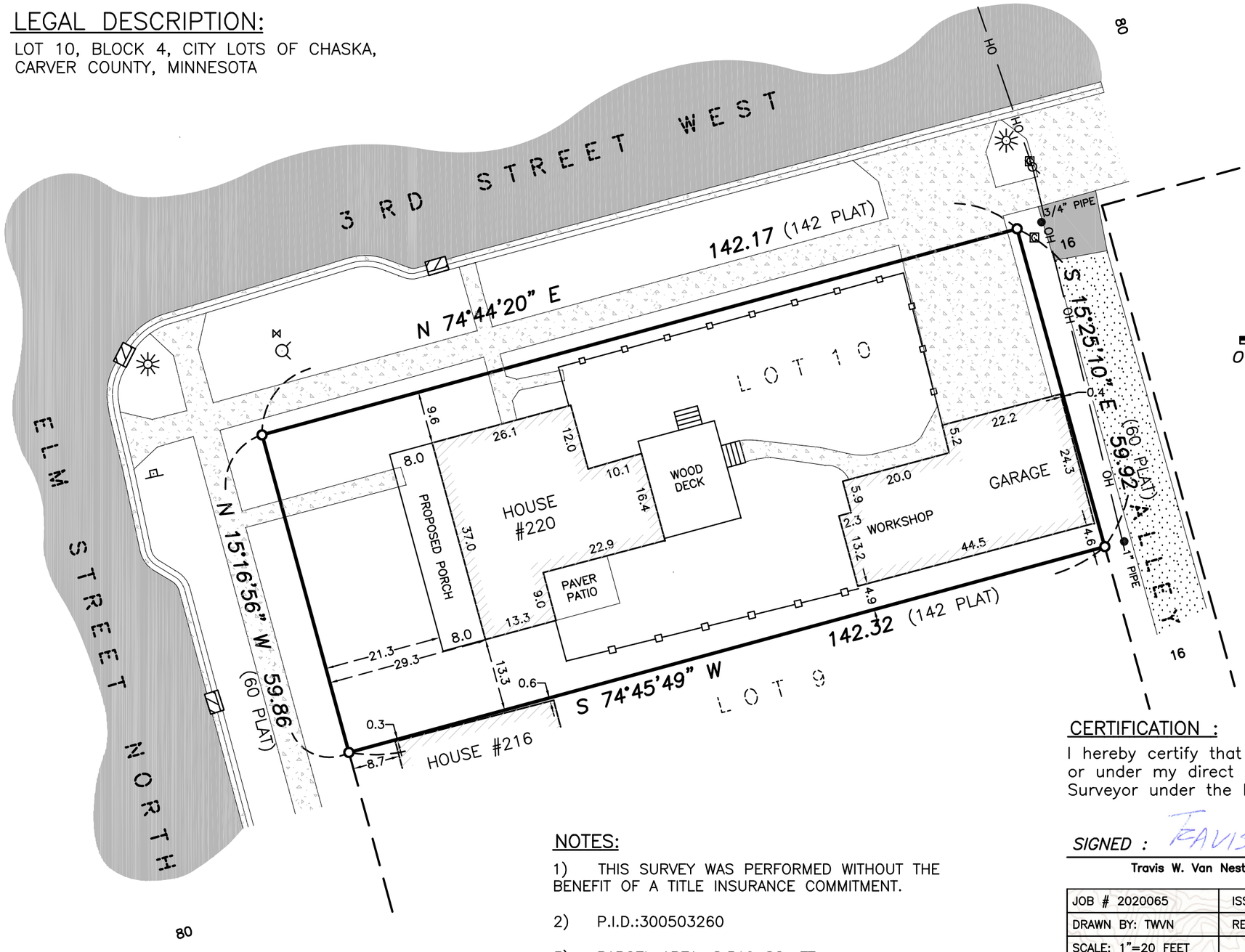
CERTIFICATE OF SURVEY

LEGAL DESCRIPTION:

LOT 10, BLOCK 4, CITY LOTS OF CHASKA,
CARVER COUNTY, MINNESOTA

PREPARED FOR:

BLAKE A & AMIE L KRONE
220 ELM ST N
CHASKA, MN 55318



LEGEND:

- FOUND IRON PIPE (AS NOTED)
- SET 1/2" REBAR W/CAP #44109
- POWER POLE
- FIRE HYDRANT
- GATE VALVE
- SIGN
- LIGHT POLE
- COMMUNICATIONS PEDESTAL
- CATCH BASIN
- OVERHEAD UTILITY LINE
- WOOD FENCE
- CONCRETE SURFACE
- BITUMINOUS SURFACE
- GRAVEL SURFACE

NOTES:

1) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE INSURANCE COMMITMENT.

2) P.I.D.:300503260

3) PARCEL AREA: 8,519 SQ. FT.

4) BEARING BASIS IS ASSUMED.

5) DATE OF FIELDWORK: 9–18–2020

CERTIFICATION :

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the state of Minnesota.

SIGNED : Travis W Van Neste

Travis W. Van Neste, Minnesota Professional Surveyor #44109
Michigan Professional Surveyor #46695

JOB # 2020065	ISSUED: 9–21–2020	
DRAWN BY: TWVN	REV:	
SCALE: 1"=20 FEET		

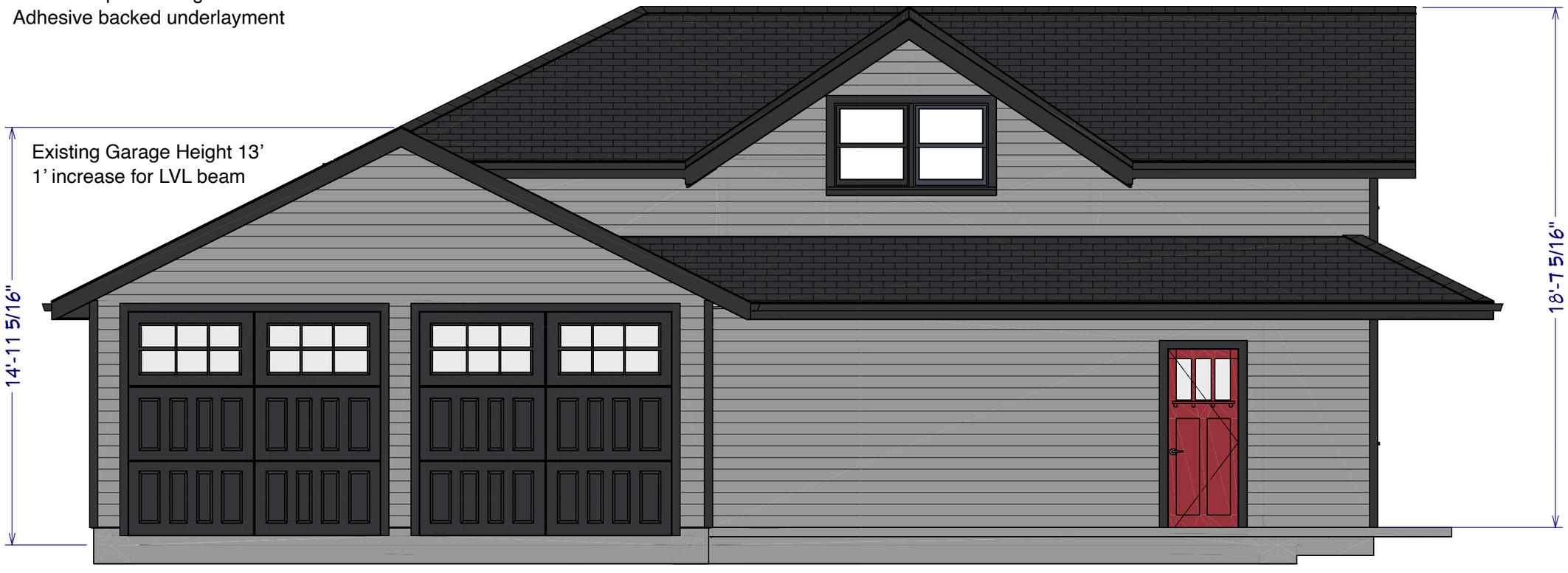
VAN NESTE SURVEYING
PROFESSIONAL SURVEYING SERVICES
4400 WEST ARM RD, UNIT 120, SPRING PARK, MN 55384
(952) 686–3055 VANNESTESURVEYING.COM

SHEET 1 OF 1

Exterior Materials:
Existing: OSB Plywood & 3/4” Lapboard
New: 15/32” Sheathing
4” Double Vinyl Siding
3’ Rock facade from ground (TBD)

Roofing:
8” Pitch
19/32” Sheathing
30 Year Asphalt Shingle
Adhesive backed underlayment

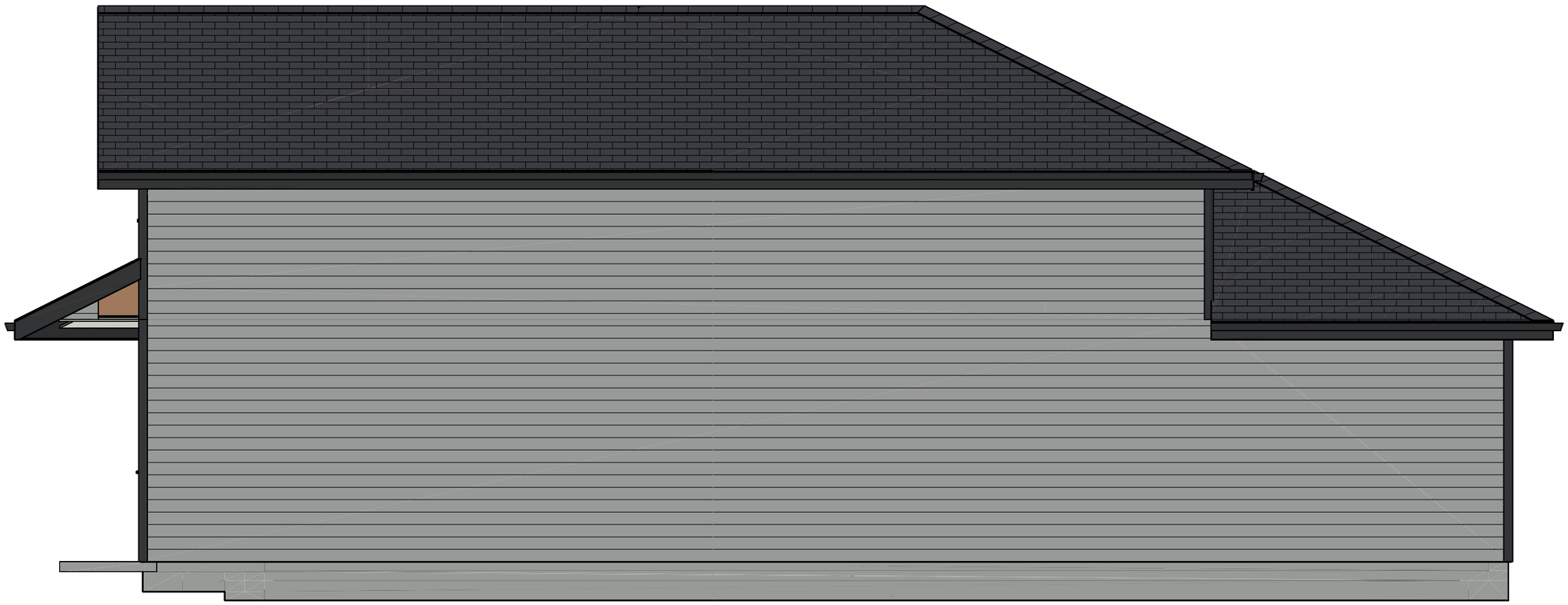
1/4” = 1’



Height By City Ordinance = 15.8 feet

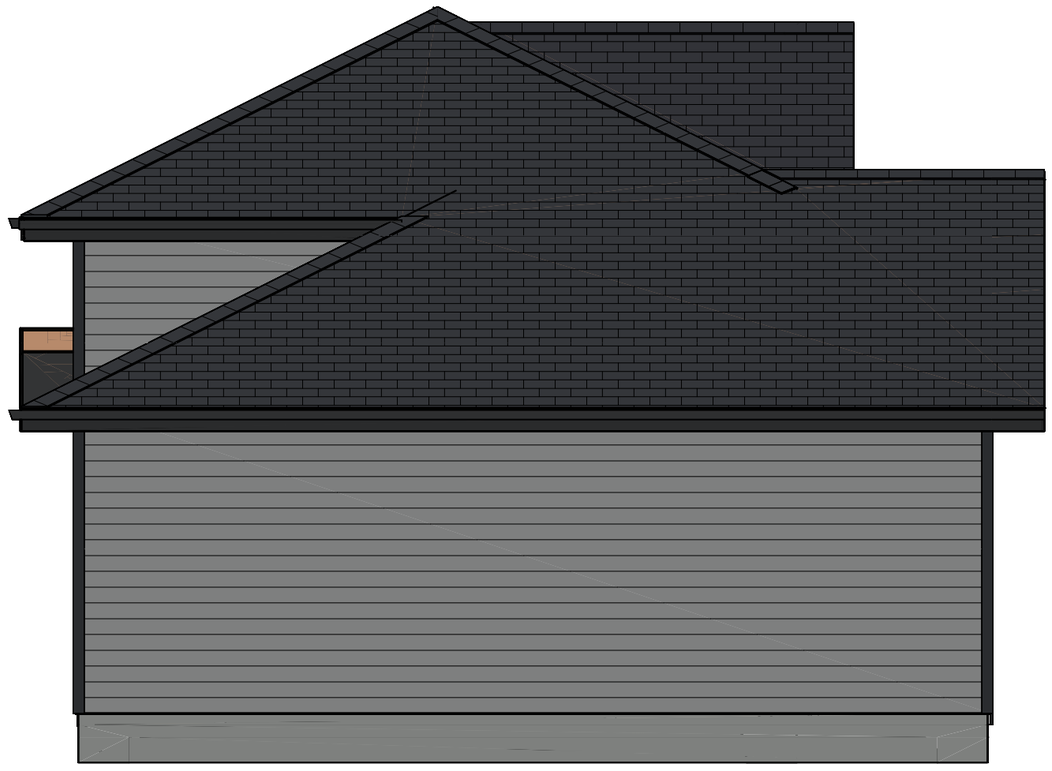
NORTH VIEW

1/4” = 1’



SOUTH VIEW

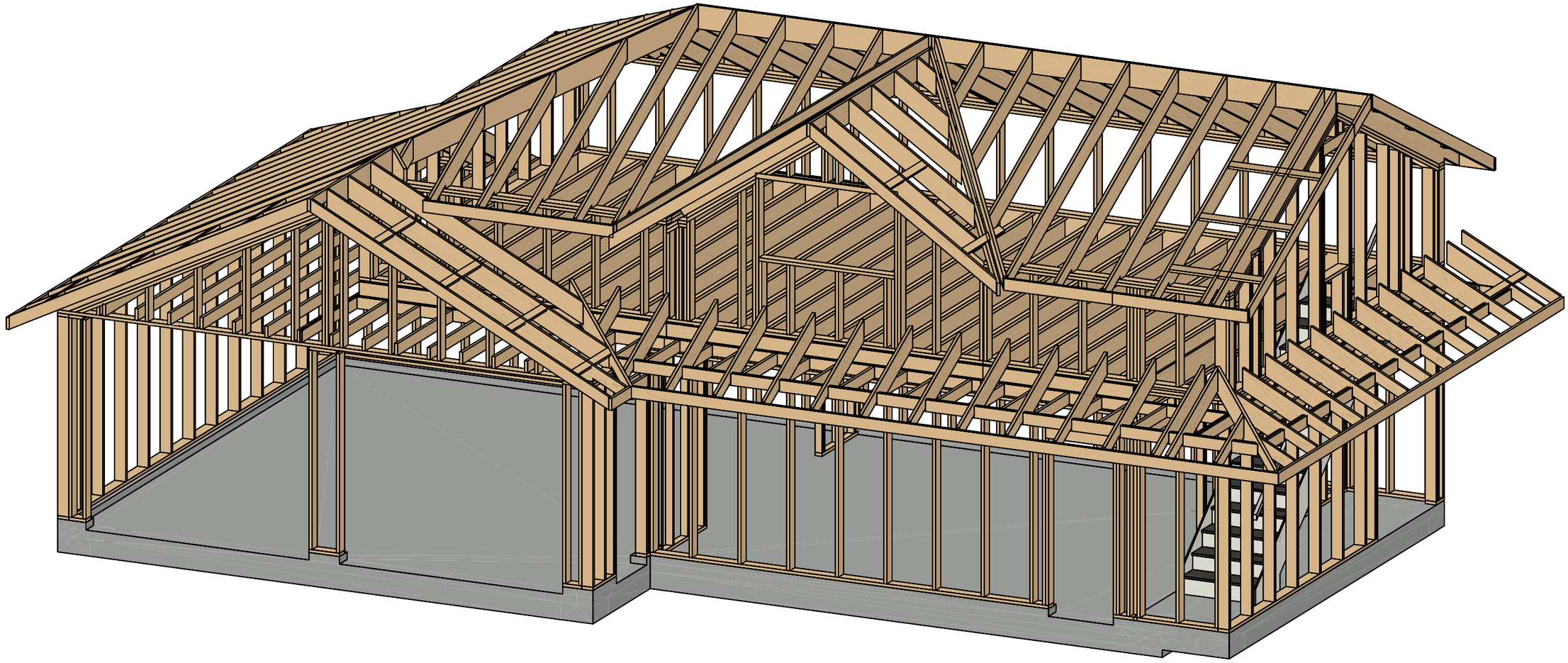
1/4” = 1’

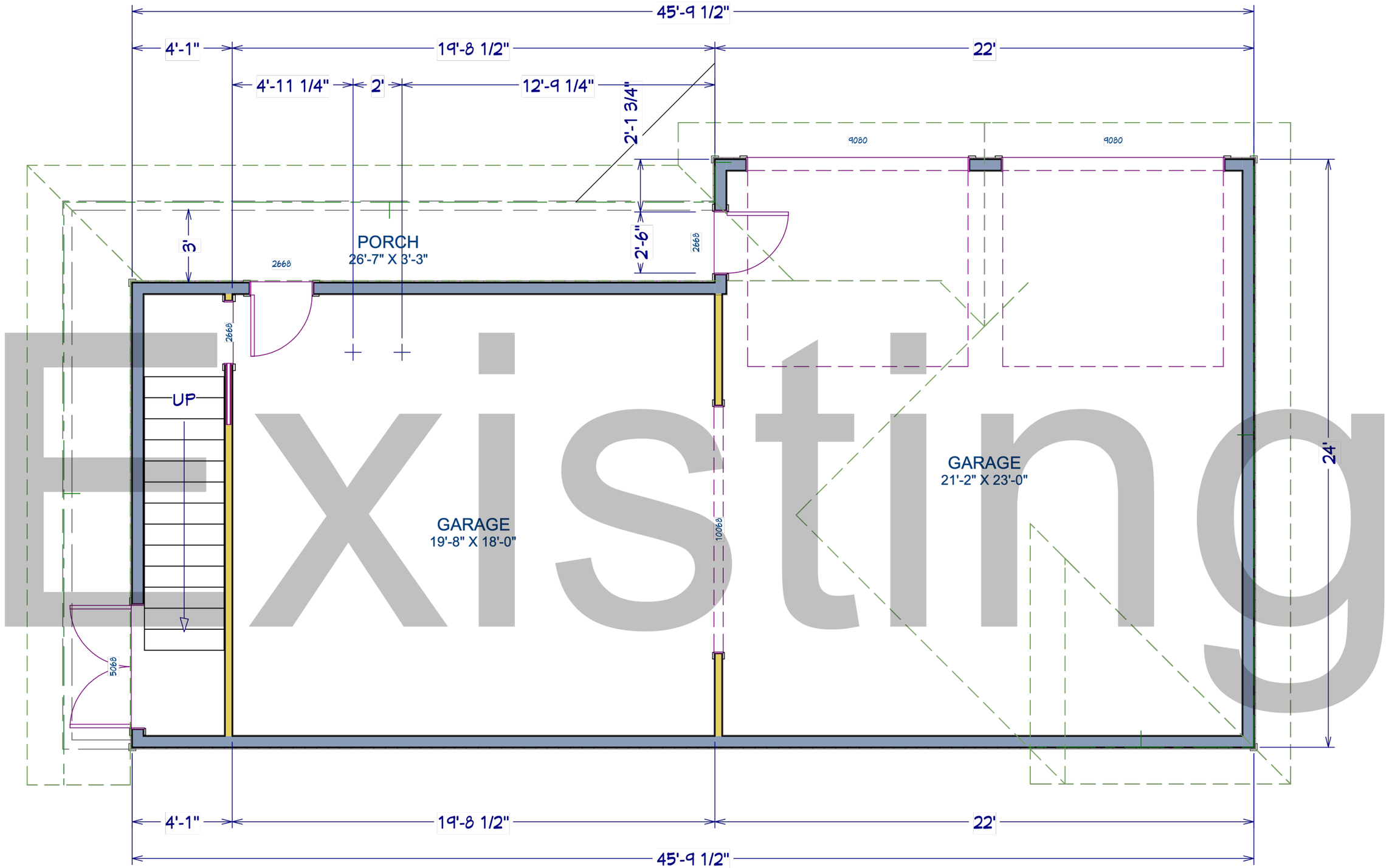


EAST VIEW

1/4” = 1’

WEST VIEW

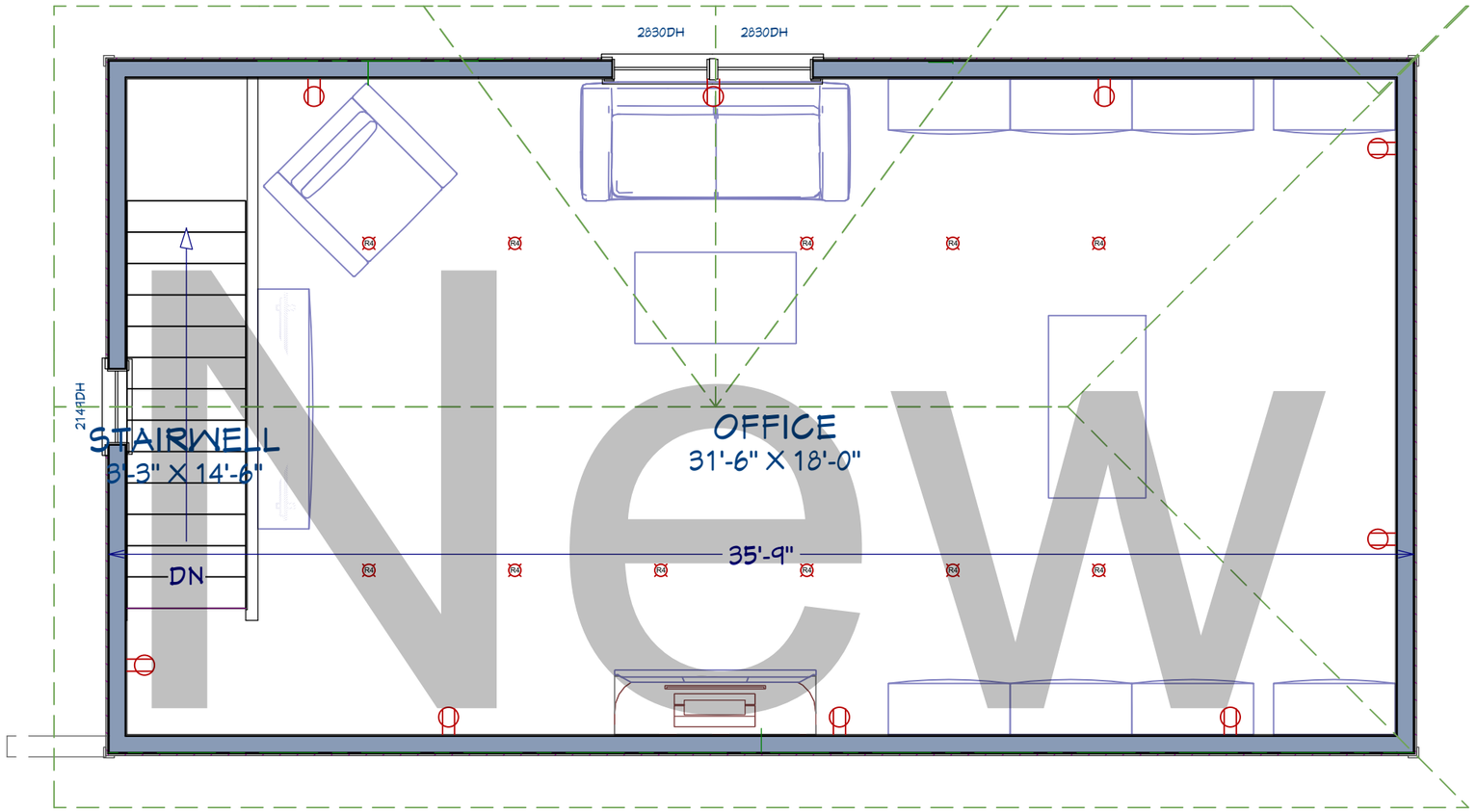




SQUARE FEET TOTAL = 986 sq ft

FIRST FLOOR PLAN

Existing



LIVING AREA
622 SQ FT

SECOND FLOOR PLAN - PROPOSED

Variance Denial Response

Elizabeth, I have reviewed your analysis that was prepared and would like to offer up some information that I would have expected to be presented to me before your biased denial based on inaccurate assumptions made by the staff.

In regards to the “convenience” aspect of having additional space this is required for us as a home operated business, something you are not aware of nor educated in operations of being a typical office admin.

This is not a living space, as there is no plumbing nor sleeping that will occur, it is a loft space that is similar to a storage loft.

The variance proposal is not greater than necessary in relationship to the property variance approved at 321 2nd St West as our structure already exists and isn’t a grandiose new construction that never existed.

We have fully evaluated alternative development concepts including but not limited to attaching to the existing house. These options present a large architectural challenge due to the number of steel support beams that would be necessary in order to support the change of the overall house structure. This would also completed destroy any and all charm and character creating an even larger box house in an otherwise charming neighborhood. As a capable builder myself the garage addition will cost $15,000 compared to the rebuild of the garage at well over $40,000 and the house addition was evaluated at $100,000.

The garage variance addition will be shorter than every house in the block and will not be taller than our house or neighboring houses. We are over by 10”, that can be easily modified so it isn’t over the height and I would challenge anyone that says they can blindly tell the difference between heights without entering my private property and using a tape measure to measure the height.

I find it quite upsetting that the staff, paid by the tax payers, doesn’t actually communicate and discuss with the home owners before blindly making assumptions about the request and nature of the request. This entire process has being frustrating and extremely hard to work through with the partial answers always provided to support as little work as necessary needed to be performed by the City of Chaska staff. It is clear that the staff has never been to this corner and looked at what the situation actually will be. All of the findings by the staff would create larger issues destroying the charm of the neighborhood by making a unusually large box house on the lot and would not be good for the real estate prices in the neighborhood. We have spent hours talking with our various friends and family that are real estate agents about what would be appropriate and approachable by future owners.

I went out and took photos today and would challenge anyone on the planning staff to honestly tell me they would be able to tell the difference in the height structures of a 2/3rd hidden garage that is setback in a back corner of the property.

ELM St
Tyvek

CLAIMS ROSTER REPORT

FOR COUNCIL MEETING: **November 16, 2020**

Paid and Unpaid Invoices:
Check #'s 335543-335715 **$3,490,594.96**

Paid Electronic Invoices:
Wire #'s 2545-2555 **$282,306.97**

Amount for Approval-Council Meeting:
November 16, 2020 **$3,772,901.93**

Checks

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100006 SCOTT A HUTNICK									
83604 CHECK DATE: 11/17/2020		10/30/2020	111720	335557	450.00	11/10/2020	INV	PD	Animal Control-Oct
102555 ABLE HOSE & RUBBER LLC									
221753-001 CHECK DATE: 11/17/2020		10/29/2020	111720	335558	59.91	11/29/2020	INV	PD	WTP SMALL TOOLS
100036 ADAM'S PEST CONTROL INC									
3199238 CHECK DATE: 11/17/2020		10/21/2020	111720	335559	60.32	11/21/2020	INV	PD	OAK 19 PEST CONTROL
3202355 CHECK DATE: 11/17/2020		10/21/2020	111720	335559	15.00	11/21/2020	INV	PD	OAK 19 BIO-DRAIN SERVICE
3203189 CHECK DATE: 11/17/2020		10/21/2020	111720	335559	57.98	11/21/2020	INV	PD	OAK 19 BUG LIGHT RENTAL
					133.30				
108949 ADVANTAGE COLLECTION PROFESSIONALS LLC									
5519 110120 CHECK DATE: 11/17/2020		11/01/2020	111720	335560	120.64	12/31/2020	INV	PD	Oct Collection Commission
103673 ALADTEC INC									
2020-0362 CHECK DATE: 11/17/2020		10/27/2020	111720	335561	3,145.00	12/18/2020	INV	PD	FD ONLINE SCHEDULING
100073 AMARIL UNIFORM CO									
IV204233 CHECK DATE: 11/13/2020		10/30/2020	111320	335698	446.44	11/30/2020	INV	PD	COVID - FACEMASKS
100119 SHAKOPEE VALLEY FORD									
280248FOW CHECK DATE: 11/17/2020		10/29/2020	111720	335562	343.75	11/29/2020	INV	PD	POLICE #1162
CM280248FOW CHECK DATE: 11/17/2020		11/02/2020	111720	335562	-75.00	12/02/2020	CRM	PD	CREDIT POLICE #1162
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109198 ARCHER MECHANICAL									

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109262 ARTISAN GOLF DESIGN INC									
202010-03		10/27/2020	111720	335564	40,000.00	11/27/2020	INV	PD	PAR 30 DESIGN SERVICES
CHECK DATE: 11/17/2020									
100146 ASPEN MILLS INC									
264038		11/04/2020	111720	335565	102.95	12/04/2020	INV	PD	DUTY UNIFORM-TARMAN
CHECK DATE: 11/17/2020									
105386 ASSOCIATED MECHANICAL CONTRACTORS INC									
17488		10/22/2020	111720	335566	1,436.66	11/21/2020	INV	PD	RTU REPAIR CROOKED PINT
CHECK DATE: 11/17/2020									
100174 BAUER BUILT TIRE AND BATTERY									
518007034		11/02/2020	111720	335567	1,502.82	12/15/2020	INV	PD	#108 STREET TIRES (6)
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518007529		10/22/2020	111720	335567	422.08	11/22/2020	INV	PD	BLDG MAINT DEPT VAN TIRES
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518007760		10/29/2020	111720	335567	223.04	11/29/2020	INV	PD	#905 BLDG INSP CAR TIRES
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518007904		11/02/2020	111720	335567	607.84	12/02/2020	INV	PD	#104 TIRES (4)
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106322 BAY WEST LLC									
20S-005303		10/30/2020	111720	335568	292.50	11/30/2020	INV	PD	HOT SPOT CONSULTING
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105265 BEEBE, DENISE									
83867		11/04/2020	111720	335569	58.59	12/04/2020	INV	PD	ELECTION MILEAGE
CHECK DATE: 11/17/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
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102279 BOLTON & MENK INC									
0258778 CHECK DATE: 11/17/2020		10/26/2020	111720	335570	4,410.50	11/26/2020	INV	PD	2019 DT CHASKA FUNDING
100214 BORDER STATES INDUSTRIES INC									
920678198 CHECK DATE: 11/17/2020	200204	09/15/2020	111720	335571	4,004.39	11/06/2020	INV	PD	ARRESTER RISER, ELBW, PLG
920820828 CHECK DATE: 11/17/2020		10/07/2020	111720	335571	-17.78	10/07/2020	CRM	PD	RETURNED DAMAGED PART FRO
920961683 CHECK DATE: 11/17/2020	200198	10/29/2020	111720	335571	2,132.52	11/25/2020	INV	PD	ELBW LD BRK,TERM, TERM BR
920961684 CHECK DATE: 11/17/2020		10/29/2020	111720	335571	204.00	11/25/2020	INV	PD	(4) RUBBER GLOVE PROTECTO
920997465 CHECK DATE: 11/17/2020		11/04/2020	111720	335571	444.37	12/04/2020	INV	PD	SELF LAMINATING TAGS FOR
					6,767.50				
100226 BRAUN INTERTEC CORPORATION									
B230243 CHECK DATE: 11/17/2020		10/30/2020	111720	335572	23,131.50	11/30/2020	INV	PD	2020 DT RECON-CONST MAT T
100254 BRYAN ROCK PRODUCTS INC									
44950 CHECK DATE: 11/17/2020		10/31/2020	111720	335573	1,887.54	11/30/2020	INV	PD	W/S STOCKPILE & STREET MA
107733 C-D PRODUCTS INC									
76690 CHECK DATE: 11/13/2020		10/27/2020	111320	335700	144.00	11/27/2020	INV	PD	COVID-ELECTION FLOOR DECA
109248 CALLISTER, RYAN									
83580 CHECK DATE: 11/12/2020		10/28/2020	111220	335688	168.27	11/28/2020	INV	PD	REPLACE LOST PAYROLL CHEC

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100314 CARVER COUNTY IS/GIS DEPT									
2627 CHECK DATE: 11/17/2020		09/23/2020	111720	335574	275.00	10/23/2020	INV	PD	SEP INTERNET SERVICE + IN
2650 CHECK DATE: 11/17/2020		10/21/2020	111720	335574	265.00	11/21/2020	INV	PD	OCT INTERNET SERVICE
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100323 CDW GOVERNMENT INC									
2505496 CHECK DATE: 11/13/2020		10/07/2020	111320	335701	1,980.89	11/06/2020	INV	PD	SURFACE PRO-COVID
2532699 CHECK DATE: 11/17/2020		10/07/2020	111720	335575	20.34	11/06/2020	INV	PD	ETHERNET ADAPTER
2601107 CHECK DATE: 11/17/2020		10/09/2020	111720	335575	22.04	11/08/2020	INV	PD	SERIAL ADAPTER
2625785 CHECK DATE: 11/13/2020		10/09/2020	111320	335701	1,500.08	11/08/2020	INV	PD	SURFACE PRO-COVID
2726068 CHECK DATE: 11/13/2020		10/13/2020	111320	335701	346.26	11/12/2020	INV	PD	MONITORS-COVID
2735647 CHECK DATE: 11/13/2020		10/13/2020	111320	335701	211.90	11/12/2020	INV	PD	SURFACE PRO ADAPTERS-COVI
2771394 CHECK DATE: 11/17/2020		10/14/2020	111720	335575	926.46	11/13/2020	INV	PD	IP PHONES
2883446 CHECK DATE: 11/13/2020		10/15/2020	111320	335701	19,871.01	11/14/2020	INV	PD	CISCO Z3 APPLIANCES-COVID
3163649 CHECK DATE: 11/17/2020		10/22/2020	111720	335575	284.28	11/21/2020	INV	PD	SQUAD CAR PRINTER
3291919 CHECK DATE: 11/13/2020		10/26/2020	111320	335701	3,193.05	11/25/2020	INV	PD	COVID IS EQUIP-MONITORS,D
3783295 CHECK DATE: 11/17/2020		11/05/2020	111720	335575	596.94	12/05/2020	INV	PD	UPS (6)
3813671 CHECK DATE: 11/13/2020		11/05/2020	111320	335701	346.26	11/15/2020	INV	PD	2 MONITORS-COVID
3828228 CHECK DATE: 11/13/2020		11/05/2020	111320	335701	5,787.70	12/05/2020	INV	PD	SURFACE PROS-BLDG INSP-CO
4057086 CHECK DATE: 11/13/2020		11/11/2020	111320	335701	615.12	11/15/2020	INV	PD	4 MONITORS-COVID
ZR00153283		10/28/2020	111720	335575	49.00	11/27/2020	INV	PD	WEBEX LICENSING

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CHECK DATE: 11/12/2020									
109045922/OCT20		11/05/2020	111220	335689	7,363.46	12/03/2020	INV	PD	OCT 1661 PARK RIDGE DR GA
CHECK DATE: 11/12/2020									
109052076/OCT20		11/05/2020	111220	335689	3,316.44	12/03/2020	INV	PD	OCT 1611 PARK RIDGE GAS S
CHECK DATE: 11/12/2020									
					13,826.91				
100337 QWEST CORPORATION									
161065487		10/16/2020	110920	335549	12,243.54	11/15/2020	INV	PD	OCT INTERNET SERVICE
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313196254/OCT20		10/18/2020	110320-2	335544	601.28	11/16/2020	INV	PD	OCT CITY HALL LOC PHN SVC
CHECK DATE: 11/03/2020									
314238800/OCT20		10/18/2020	110320-2	335544	74.61	11/16/2020	INV	PD	OCT LOCAL PHN SVC
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100338 QWEST CORPORATION									
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CHECK DATE: 11/13/2020									
202001327/OCT20		10/21/2020	111220	335690	40.95	11/16/2020	INV	PD	OCT T1 FOR PHONE SYSTEM
CHECK DATE: 11/12/2020									
					3,608.02				
100374 CHANHASSEN, CITY OF									
AUGUST 2020		09/10/2020	111720	335576	29.70	12/05/2020	INV	PD	AUG HWY41/82ND ST SIGNAL
CHECK DATE: 11/17/2020									
OCTOBER 2020		11/04/2020	111720	335576	28.91	12/05/2020	INV	PD	OCT HWY41/82ND ST SIGNAL
CHECK DATE: 11/17/2020									
SEPTEMBER 2020		11/04/2020	111720	335576	32.46	12/05/2020	INV	PD	SEP HWY41/82ND ST SIGNAL
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100368 CHASKA LAUNDRY CENTER									

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102659 ICON ENTERPRISES INC									
204208		11/01/2020	111720	335578	8,752.83	12/01/2020	INV	PD	WEBSITE ANNUAL LICENSES A
CHECK DATE: 11/17/2020									
102038 ULTIMATE SAFETY CONCEPTS INC									
191290		10/16/2020	111720	335579	252.00	11/16/2020	INV	PD	EXTRACTION TOOLS-FD
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191488		10/26/2020	111320	335703	580.53	11/26/2020	INV	PD	N95 FIT TESTING
CHECK DATE: 11/13/2020									
					832.53				
100418 CLEARSOFT INC									
133-316		11/01/2020	111720	335580	75.00	11/27/2020	INV	PD	NOV FD WATER SOFTENER REN
CHECK DATE: 11/17/2020									
100768 CODE 4 SERVICES INC									
5869		11/02/2020	111720	335581	343.86	12/02/2020	INV	PD	Transport fee-squads 1212
CHECK DATE: 11/17/2020									
109259 COHEN, GABRIEL									
34132		11/02/2020	111720	335582	177.91	12/02/2020	INV	PD	CREDIT BALANCE REFUND-501
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100436 COMCAST CORPORATION									
0033141Nov20CCC		10/25/2020	111220	335691	42.00	11/19/2020	INV	PD	CCC CABLE TV
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104611 COMMERCIAL FURNITURE SERVICES INC									
88197-0		11/04/2020	111320	335704	71,466.79	11/13/2020	INV	PD	COVID-CITY HALL/PD OFFICE
CHECK DATE: 11/13/2020									
88709-0		11/05/2020	111320	335704	4,523.19	11/13/2020	INV	PD	COVID-CITY HALL OFFICE IM
CHECK DATE: 11/13/2020									
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100440 COMMERCIAL REFIGERATION SYSTEMS INC									

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109253 COMPUTER INFORMATION SYSTEMS INC									
236946		10/08/2020	111720	335584	26,462.33	11/10/2020	INV	PD	CIS records management sy
CHECK DATE: 11/17/2020									
105466 COMPUTER INTEGRATION TECHNOLOGIES INC									
300260		10/31/2020	111320	335705	29.25	11/15/2020	INV	PD	PROJECT MGMT
CHECK DATE: 11/13/2020									
300684		11/11/2020	111320	335705	28,085.80	11/15/2020	INV	PD	DARK TRACE SERVICES
CHECK DATE: 11/13/2020									
300685		11/11/2020	111320	335705	800.00	11/15/2020	INV	PD	TEAMS TRNG & AUDIO CONF S
CHECK DATE: 11/13/2020									
					28,915.05				
103942 CONTECH ENGINEERED SOLUTIONS INC									
21584568		10/13/2020	111720	335585	167.40	11/12/2020	INV	PD	MCKNIGHT PARK TRAIL CULVE
CHECK DATE: 11/17/2020									
100429 COORDINATED BUSINESS SYSTEMS LTD									
INV117559		11/06/2020	111720	335586	655.50	11/16/2020	INV	PD	Contract Invoice
CHECK DATE: 11/17/2020									
106301 CORE AND MAIN LP									
N265903		10/30/2020	111720	335587	32.43	11/30/2020	INV	PD	GASKETS FOR METERS
CHECK DATE: 11/17/2020									
100490 DAKOTA SUPPLY GROUP INC									
S100247154.001	200201	11/03/2020	111720	335588	21,800.00	12/25/2020	INV	PD	TRANSFORMER 1500 3PHS 601
CHECK DATE: 11/17/2020									
S100262301.001	200202	11/03/2020	111720	335588	21,800.00	12/25/2020	INV	PD	TRN UG 1500KVA 601-1901 2
CHECK DATE: 11/17/2020									
S100285086.001	200203	11/03/2020	111720	335588	24,600.00	12/25/2020	INV	PD	TRN UG 1000 KVA 601-1902
CHECK DATE: 11/17/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					68,200.00				
109258 DAMGAARD, JOHN									
33102		11/02/2020	111720	335589	39.82	12/02/2020	INV	PD	CREDIT BALANCE REFUND-360
CHECK DATE: 11/17/2020									
107812 SCOTT CONGDON									
4397		10/23/2020	111720	335590	51.00	11/23/2020	INV	PD	BUSINESS CARDS-RON ERICSO
CHECK DATE: 11/17/2020									
109135 DOLLERSCHELL, SANDRA M									
2008472.002 REISSUE		09/08/2020	111220	335692	54.85	12/10/2020	INV	PD	MEMBERSHIP REFUND-AUG
CHECK DATE: 11/12/2020									
2008473.002 REISSUE		09/08/2020	111220	335692	54.85	12/10/2020	INV	PD	MEMBERSHIP REFUND-SEP
CHECK DATE: 11/12/2020									
2008569.002 REISSUE		10/01/2020	111220	335692	54.85	12/10/2020	INV	PD	MEMBERSHIP REFUND-OCT
CHECK DATE: 11/12/2020									
					164.55				
105629 DICKS SANITATION SERVICE INC									
DT0003595817		10/31/2020	111320	335706	828.18	11/30/2020	INV	PD	MSB
CHECK DATE: 11/13/2020									
DT0003595818		10/31/2020	111320	335706	178.32	11/30/2020	INV	PD	FIRE STATION
CHECK DATE: 11/13/2020									
DT0003595819		10/31/2020	111320	335706	488.21	11/30/2020	INV	PD	CITY HALL
CHECK DATE: 11/13/2020									
DT0003595820		10/31/2020	111320	335706	103.27	11/30/2020	INV	PD	ATHLETIC PARK
CHECK DATE: 11/13/2020									
DT0003595821		10/31/2020	111320	335706	71.34	11/30/2020	INV	PD	LION'S PARK
CHECK DATE: 11/13/2020									
DT0003595822		10/31/2020	111320	335706	144.73	11/30/2020	INV	PD	VETERAN'S PARK
CHECK DATE: 11/13/2020									
DT0003595823		10/31/2020	111320	335706	71.34	11/30/2020	INV	PD	COMMUNITY PARK
CHECK DATE: 11/13/2020									
DT0003595824		10/31/2020	111320	335706	64.54	11/30/2020	INV	PD	MCKNIGHT PARK
CHECK DATE: 11/13/2020									
DT0003595825		10/31/2020	111320	335706	350.00	11/30/2020	INV	PD	WINKLE PARK
CHECK DATE: 11/13/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
DT0003595826		10/31/2020	111320	335706	460.98	11/30/2020	INV	PD	GARDEN PICKUP AT B. BASKE
CHECK DATE: 11/13/2020									
					2,760.91				
100566 DVS									
83574		10/14/2020	111220	335693	2,851.56	11/29/2020	INV	PD	REGISTRATION/TITLE-UNMARK
CHECK DATE: 11/12/2020									
103398 ELECTRO WATCHMAN INC									
357468		11/09/2020	111320	335707	42,442.86	11/15/2020	INV	PD	CAMERA SYSTEM AT CITY HAL
CHECK DATE: 11/13/2020									
102657 ENERGY MANAGEMENT SOLUTIONS INC									
10029		11/01/2020	111720	335591	6,973.95	12/06/2020	INV	PD	NOVEMBER 2020 RETAINER
CHECK DATE: 11/17/2020									
104594 ESP INC									
011899		10/21/2020	111720	335592	918.00	11/21/2020	INV	PD	MONITOR/TEST FIRE SYSTEM-
CHECK DATE: 11/17/2020									
105728 FIDELITY SECURITY LIFE INSURANCE COMPANY									
164545737		10/22/2020	110320-2	335545	686.23	11/01/2020	INV	PD	NOV EMP INS PREM-VISION
CHECK DATE: 11/03/2020									
100649 FEDERAL EXPRESS CORPORATION									
7-164-50371		10/28/2020	111220	335694	45.53	11/12/2020	INV	PD	STREETS RETURN SHIPPING O
CHECK DATE: 11/12/2020									
100655 FERRELLGAS 7780961									
1113384817		11/05/2020	111720	335593	45.83	12/05/2020	INV	PD	PROPANE
CHECK DATE: 11/17/2020									
106319 CHAD JEREMY FIGG									
OCT2020		11/02/2020	111720	335594	64.20	12/02/2020	INV	PD	OCT TAE KWON DO
CHECK DATE: 11/17/2020									
109051 FILTRATION SYSTEMS INC									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
99723		10/20/2020	111720	335595	52.93	11/19/2020	INV	PD	FILTERS FOR AIR HANDLER
CHECK DATE: 11/17/2020									
100693 FS3 INC									
69626	200197	10/29/2020	111720	335596	2,400.00	11/28/2020	INV	PD	(4,000) CONDUIT 2" CONT
CHECK DATE: 11/17/2020									
109251 GARCIA, MAUREEN									
2008629.002		10/26/2020	111720	335597	54.85	11/26/2020	INV	PD	MEMBERSHIP REFUND
CHECK DATE: 11/17/2020						PAYEE: GARCIA, MAUREEN			
108111 FIRE DEX GW LLC									
17022		10/30/2020	111720	335598	785.25	11/30/2020	INV	PD	GEAR WASH & REPAIR
CHECK DATE: 11/17/2020									
100737 GMH ASPHALT CORPORATION									
1244		10/15/2020	111720	335599	44,150.00	11/15/2020	INV	PD	CTY RD 61 CROSSWALK REPAI
CHECK DATE: 11/17/2020									
106901 INFLECTION.COM INC									
CIT02939029		10/31/2020	111720	335600	164.00	11/30/2020	INV	PD	OCT BACKGROUND CHECKS-CCC
CHECK DATE: 11/17/2020									
101463 GOPHER STATE ONE CALL									
0100282		10/31/2020	111720	335601	504.90	11/30/2020	INV	PD	OCTOBER LOCATES
CHECK DATE: 11/17/2020									
100752 GPSI LEASING II ACCORD LLC									
REP0008302		10/30/2020	111720	335602	215.00	11/30/2020	INV	PD	REPAIR DAMAGED GPS UNIT-T
CHECK DATE: 11/17/2020									
REP0008303		10/30/2020	111720	335602	215.00	11/30/2020	INV	PD	REPAIR DAMAGED GPS UNIT-T
CHECK DATE: 11/17/2020									
					430.00				
100759 GRAINGER									
9579147464		07/06/2020	111720	335603	-1,392.16	08/06/2020	CRM	PD	BUILDING MAINTENANCE FIRE
CHECK DATE: 11/17/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
9688966853		10/19/2020	111720	335603	9.51	11/18/2020	INV	PD	Toggle Switches for Skate
CHECK DATE: 11/17/2020									
9692729701		10/22/2020	111720	335603	172.23	11/21/2020	INV	PD	REPLACE MOTOR IN STREETS
CHECK DATE: 11/17/2020									
9693347107		10/22/2020	111720	335603	938.38	11/21/2020	INV	PD	HVAC REPLACEMENT BELTS-CC
CHECK DATE: 11/17/2020									
9697433200		10/27/2020	111720	335603	1,147.64	11/26/2020	INV	PD	MOTOR FOR COMPRESSOR
CHECK DATE: 11/17/2020									
					875.60				
100758 GRAYBAR ELECTRIC COMPANY INC									
9318652093	200205	11/05/2020	111720	335604	449.68	12/05/2020	INV	PD	(10) FUSE INLINE HOLDER
CHECK DATE: 11/17/2020									
109257 GRIESMANN, JEANA									
31905		11/02/2020	111720	335605	48.91	12/02/2020	INV	PD	CREDIT BALANCE REFUND-174
CHECK DATE: 11/17/2020									
100810 HAWKINS INC									
4815884		10/21/2020	111720	335606	10.00	12/05/2020	INV	PD	DEMURRAGE
CHECK DATE: 11/17/2020									
4819311		10/23/2020	111720	335606	3,200.62	12/07/2020	INV	PD	WTP CHEMICALS
CHECK DATE: 11/17/2020									
					3,210.62				
109249 HELLQUIST, LUKE									
161549		10/28/2020	111220	335695	117.69	11/28/2020	INV	PD	REPLACE LOST PAYROLL CHEC
CHECK DATE: 11/12/2020									
163112		10/28/2020	111220	335695	172.26	11/28/2020	INV	PD	REPLACE LOST PAYROLL CHEC
CHECK DATE: 11/12/2020									
					289.95				
100878 HUEBSCH									
84176/OCT2020		10/31/2020	111720	335607	1,433.54	11/10/2020	INV	PD	OCT RUG/MAT SVC
CHECK DATE: 11/17/2020									
108162 HYDRO-DESIGNS INC									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
0059333-IN CHECK DATE: 11/17/2020		10/31/2020	111720	335608	648.58	11/30/2020	INV	PD	DEVISE TEST MGT OCT 2020
100889 INTERNATIONAL CITY MGMT ASSN RETIREMENT CORP									
2020/1106-ICMA CHECK DATE: 11/09/2020		11/06/2020	110920	335550	4,967.97	11/06/2020	INV	PD	110620 Payroll 457 & Roth
100943 JEFFERSON FIRE & SAFETY INC									
IN123026 CHECK DATE: 11/17/2020		10/28/2020	111720	335609	60.99	11/27/2020	INV	PD	FRONT FOR FF HELMET
IN123044 CHECK DATE: 11/17/2020		10/28/2020	111720	335609	67.72	11/27/2020	INV	PD	TOOLS FOR CAR ACCIDENTS
IN123062 CHECK DATE: 11/17/2020		10/29/2020	111720	335609	52.20	11/28/2020	INV	PD	SUSPENDERS FOR GEAR
IN123063 CHECK DATE: 11/17/2020		10/29/2020	111720	335609	1,400.00	11/28/2020	INV	PD	FOAM FOR TRUCKS
					1,580.91				
108948 AUDRANN INC									
1281993A CHECK DATE: 11/17/2020		10/28/2020	111720	335610	30.88	11/28/2020	INV	PD	HVAC REPAIRS AT CLUBHOUSE
1281996 CHECK DATE: 11/17/2020		10/28/2020	111720	335610	100.47	11/28/2020	INV	PD	IGNITOR FOR RTU (CCC)
1282477 CHECK DATE: 11/17/2020		10/30/2020	111720	335610	205.78	12/14/2020	INV	PD	MSB RTU REPAIR
1282502 CHECK DATE: 11/17/2020		10/30/2020	111720	335610	15.74	11/30/2020	INV	PD	CARBON DIOXIDE TANK REFIL
					352.87				
101007 KODRU EQUIPMENT INC									
19143 CHECK DATE: 11/17/2020		10/20/2020	111720	335611	3,962.00	11/20/2020	INV	PD	CLOVER FIELD LIFT CHECK V
101043 LANO EQUIPMENT INC									
01-791916 CHECK DATE: 11/17/2020		10/29/2020	111720	335612	11.59	11/29/2020	INV	PD	TC BOBCAT TOUCHUP PAINT
101050 LAW ENFORCEMENT LABOR SERVICES INC									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
November 2020		11/06/2020	110920	335551	1,488.00	11/06/2020	INV	PD	November 2020 Police Unio
CHECK DATE: 11/09/2020									
101694 RUSSELL LEISTIKO									
20202050		11/07/2020	111720	335613	29,735.00	12/07/2020	INV	PD	2020 FALL CLEAN UP
CHECK DATE: 11/17/2020									
101071 LENZEN CHEVROLET BUICK INC									
81878		10/28/2020	111720	335614	216.52	11/28/2020	INV	PD	#705 NEW STEERING WHEEL
CHECK DATE: 11/17/2020									
104938 LEO A DALY COMPANY									
023-10321-001-000003		10/30/2020	111320	335708	94,830.48	11/15/2020	INV	PD	COVID IMPROVEMENTS DESIGN
CHECK DATE: 11/13/2020									
103842 LOCAL GOVERNMENT INFORMATION SYSTEMS									
49462		11/01/2020	111720	335615	752.00	12/01/2020	INV	PD	NOV SA SUPPORT
CHECK DATE: 11/17/2020									
103449 MADDEN GALANTER HANSEN LLP									
83605		10/28/2020	111720	335616	271.05	11/28/2020	INV	PD	SEP LEGAL
CHECK DATE: 11/17/2020									
104521 MANGOLD GROUP LLC									
19132		10/31/2020	111720	335617	2,040.00	11/30/2020	INV	PD	OCT MT PLEASANT MAINT
CHECK DATE: 11/17/2020									
103176 MANSFIELD OIL COMPANY									
150653		10/27/2020	111720	335618	4,710.62	11/26/2020	INV	PD	UNLEADED FUEL
CHECK DATE: 11/17/2020									
150654		10/27/2020	111720	335618	4,433.17	11/26/2020	INV	PD	COLDPRO ADDITIVE
CHECK DATE: 11/17/2020									
					9,143.79				
107796 DAWN MARIE MARTIN									
83688		11/05/2020	111720	335619	56.16	12/05/2020	INV	PD	ZUMBA INSTRUCTION 10/14,
CHECK DATE: 11/17/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
108818 DESIGN CONCEPTS LLC									
67420	200208	11/11/2020	111320	335709	814.00	11/15/2020	INV	PD	1,500 KN95 FACE MASKS
CHECK DATE: 11/13/2020									
109255 MEDVED, ROBERT C									
10008197		11/02/2020	111720	335620	94.27	12/02/2020	INV	PD	CREDIT BALANCE REFUND-143
CHECK DATE: 11/17/2020									
101183 METROPOLITAN COUNCIL									
OCT 2020 SAC		10/31/2020	111720	335621	36,902.25	11/30/2020	INV	PD	OCT SAC CHARGES
CHECK DATE: 11/17/2020									
101182 METROPOLITAN COUNCIL									
0001115934		11/06/2020	111720	335622	222,961.60	12/01/2020	INV	PD	DEC SEWER SERVICES FOR ME
CHECK DATE: 11/17/2020									
101187 METRO SALES INC									
INV1689005		10/22/2020	111720	335623	234.32	11/20/2020	INV	PD	FD QTRLY COPIER USAGE
CHECK DATE: 11/17/2020									
INV1689014		10/22/2020	111720	335623	519.42	11/21/2020	INV	PD	RICOH COPIER USAGE 7/24/2
CHECK DATE: 11/17/2020									
INV1690139		10/26/2020	111720	335623	159.00	11/25/2020	INV	PD	NOV FD COPIER
CHECK DATE: 11/17/2020									
					912.74				
102688 MINNESOTA STATE COLLEGES AND UNIVERSITIES									
47333		10/28/2020	111720	335624	231.00	11/09/2020	INV	PD	4hr Drivers Safety Instru
CHECK DATE: 11/17/2020									
101196 MID COUNTY COOP #122622									
50449		10/28/2020	111720	335625	188.22	11/30/2020	INV	PD	90 GLS GAS-TC
CHECK DATE: 11/17/2020									
50450		10/28/2020	111720	335625	365.07	11/30/2020	INV	PD	173 GLS WINTER DIESEL-TC
CHECK DATE: 11/17/2020									
9103120		10/31/2020	111720	335625	8.80	11/30/2020	INV	PD	FINANCE CHARGE-SEP INV 50
CHECK DATE: 11/17/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					562.09				
109263 MID-AMERICA GOLF AND LANDSCAPE INC									
1		10/30/2020	111720	335626	165,250.13	11/30/2020	INV	PD	PAR 30 GOLF COURSE IMPROV
CHECK DATE: 11/17/2020									
101194 MIDWEST AQUA CARE INC									
83736		10/23/2020	111720	335627	3,900.00	11/23/2020	INV	PD	LEVEE SYSTEM TREE CONTROL
CHECK DATE: 11/17/2020									
83862		11/02/2020	111720	335627	400.00	12/02/2020	INV	PD	FALL FOUNTAIN REMOVAL-CLA
CHECK DATE: 11/17/2020									
					4,300.00				
101204 MIDWEST PLAYSCAPES INC									
8817A		10/19/2020	111720	335628	330.00	11/19/2020	INV	PD	SAFETY CAP FOR PICKLEBALL
CHECK DATE: 11/17/2020									
8979		10/28/2020	111720	335628	1,064.85	11/28/2020	INV	PD	NEW SLIDE AT SUNSET PARK
CHECK DATE: 11/17/2020									
					1,394.85				
101217 MINNESOTA CHILD SUPPORT PMT CTR									
PR1106200014172152		11/06/2020	110920	335553	195.66	11/06/2020	INV	PD	110620 Payroll Child Supp
CHECK DATE: 11/09/2020									
PR110620001510208001		11/06/2020	110920	335552	179.04	11/06/2020	INV	PD	110620 Payroll Child Supp
CHECK DATE: 11/09/2020									
					374.70				
101227 MINNESOTA ELEVATOR INC									
879539		11/02/2020	111720	335629	405.92	12/02/2020	INV	PD	Nov CCC Elevator Service
CHECK DATE: 11/17/2020									
101303 MINNESOTA TEAMSTERS LOCAL #320									
November 2020		11/06/2020	110920	335554	4,454.00	11/06/2020	INV	PD	November 2020 Local #320
CHECK DATE: 11/09/2020									
101276 MINNESOTA VALLEY ELECTRIC COOPERATIVE									
107050711/OCT20		10/27/2020	111220	335696	799.48	11/22/2020	INV	PD	OCT ST LITES TOWN COURSE
CHECK DATE: 11/12/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
121770311/OCT20		10/27/2020	111220	335696	28.53	11/22/2020	INV	PD	OCT 4255 CREEK RD
CHECK DATE: 11/12/2020									
					828.01				
101278 MINVALCO INC									
197764		06/30/2020	111720	335630	35.40	11/26/2020	INV	PD	Wall Temp Sensors
CHECK DATE: 11/17/2020									
101281 KRISTIE MITCHELL									
83217		10/19/2020	111720	335631	1,020.00	11/19/2020	INV	PD	FALL 1 SKATE LESSONS
CHECK DATE: 11/17/2020									
101334 STATE OF MINNESOTA									
2020/1030-UP		10/30/2020	103020	335543	350.87	10/30/2020	INV	PD	2020 UNCLAIMED PROPERTY-C
CHECK DATE: 10/30/2020									
101341 MINNESOTA DEPT OF LABOR & INDUSTRY									
OCTOBER0190352020		10/31/2020	111720	335632	2,423.23	11/30/2020	INV	PD	OCT PERMIT SURCHARGES
CHECK DATE: 11/17/2020									
101327 MP NEXLEVEL LLC									
1120065		11/12/2020	111320	335710	18,435.00	11/15/2020	INV	PD	LOW VOLTAGE WIRING-CITY H
CHECK DATE: 11/13/2020									
103088 SID TOOL CO INC									
4169005001		10/14/2020	111720	335633	510.08	11/13/2020	INV	PD	S/W MAINTENANCE SUPPLIES
CHECK DATE: 11/17/2020									
4187877001		10/22/2020	111720	335633	310.75	11/22/2020	INV	PD	#715 ELEC TRENCHER CHAIN
CHECK DATE: 11/17/2020									
					820.83				
101355 MTI DISTRIBUTING INC #400012									
1282736-00		11/02/2020	111720	335634	1,598.85	12/02/2020	INV	PD	The Loop-18" Box Screen M
CHECK DATE: 11/17/2020									
101354 MTI DISTRIBUTING INC #700767									
1282711-00		10/26/2020	111720	335635	522.71	11/26/2020	INV	PD	BEDKNIVES

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 11/17/2020									
1283389-00		11/03/2020	111720	335635	99.46	12/03/2020	INV	PD	SPRAYER PARTS
CHECK DATE: 11/17/2020									
					622.17				
106657 MUNICIPAL ASSET MANAGEMENT INC									
0617937		11/01/2020	111720	335636	4,357.03	12/15/2020	INV	PD	CCC FITNESS EQUIP LEASE P
CHECK DATE: 11/17/2020									
0617938		11/01/2020	111720	335636	151.05	12/15/2020	INV	PD	CCC SCIFIT PRO LEASE PMT
CHECK DATE: 11/17/2020									
					4,508.08				
106198 NAVIANT INC									
0141800-IN		11/02/2020	111720	335637	2,955.00	11/22/2020	INV	PD	OCT ONBASE HOSTING FEE
CHECK DATE: 11/17/2020									
101253 BUSINESS PLANNING CONCEPTS INC									
383600112020		10/16/2020	110920	335555	144.00	11/10/2020	INV	PD	NOV PERA LIFE PREMIUMS
CHECK DATE: 11/09/2020									
101425 NORTHERN SAFETY TECHNOLOGY INC									
51240		10/23/2020	111720	335638	243.60	11/22/2020	INV	PD	#312 ARROW STICK CONTROLL
CHECK DATE: 11/17/2020									
101436 NUCO2 INC									
64494212		11/01/2020	111720	335639	169.56	12/01/2020	INV	PD	Pool Chemicals
CHECK DATE: 11/17/2020									
64605871		10/20/2020	111720	335639	78.17	11/20/2020	INV	PD	Pool Chemicals
CHECK DATE: 11/17/2020									
64736405		11/04/2020	111720	335639	190.53	12/04/2020	INV	PD	Pool Chemicals
CHECK DATE: 11/17/2020									
					438.26				
101445 OFFICE DEPOT									
130459511001-1		10/14/2020	111720	335640	15.51	11/14/2020	INV	PD	Note books for Mike Tudor
CHECK DATE: 11/17/2020									
130459511001-2		10/14/2020	111720	335640	34.99	11/14/2020	INV	PD	Copy paper for the work r
CHECK DATE: 11/17/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
130541172001		10/15/2020	111720	335640	40.99	11/14/2020	INV	PD	11 X 17 copy paper for th
CHECK DATE: 11/17/2020									
130542500001		10/15/2020	111720	335640	22.59	11/14/2020	INV	PD	Note Pads for work room
CHECK DATE: 11/17/2020									
					114.08				
101465 ON SITE SANITATION INC									
0001029601		10/31/2020	111720	335641	80.00	11/30/2020	INV	PD	PAR 30
CHECK DATE: 11/17/2020									
0001032222		10/31/2020	111720	335641	-38.75	11/30/2020	CRM	PD	TOWN COURSE CONSTRUCTION
CHECK DATE: 11/17/2020									
0001032223		10/31/2020	111720	335641	-38.75	11/30/2020	CRM	PD	TOWN COURSE CONSTRUCTION
CHECK DATE: 11/17/2020									
					2.50				
104668 OPTUM BANK INC									
9412745		10/15/2020	110320-2	335546	706.25	11/14/2020	INV	PD	3RD QTR HSA FEES
CHECK DATE: 11/03/2020									
109250 PASS, JASON									
2008630.002		10/27/2020	111720	335642	50.11	11/27/2020	INV	PD	REFUND INACTIVE ACCOUNT B
CHECK DATE: 11/17/2020						PAYEE: PASS, JASON			
101510 PERFORMANCE PLUS LLC									
9049		10/27/2020	111720	335643	4,208.00	11/27/2020	INV	PD	HEALTH SCREENING FOR FF'S
CHECK DATE: 11/17/2020									
101530 PING INC									
15406054		10/28/2020	111720	335644	51.45	12/28/2020	INV	PD	RESALE
CHECK DATE: 11/17/2020									
101543 PLUNKETTS PEST CONTROL INC									
6823863		10/01/2020	111720	335645	65.06	12/02/2020	INV	PD	PEST CONTROL-FD
CHECK DATE: 11/17/2020									
104577 Q3 CONTRACTING INC									
MNR2729702		11/05/2020	111720	335646	794.65	12/05/2020	INV	PD	WO# 749 DT RECON - 620 7T

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 11/17/2020									
103055 QUALITY PROPANE INC									
204636		10/12/2020	111720	335647	106.80	11/11/2020	INV	PD	LP Gas-CCC
CHECK DATE: 11/17/2020									
204715		10/19/2020	111720	335647	56.70	11/18/2020	INV	PD	LP Gas-CCC
CHECK DATE: 11/17/2020									
204894		10/26/2020	111720	335647	144.44	11/26/2020	INV	PD	LP Gas-CCC
CHECK DATE: 11/17/2020									
					307.94				
107855 STAPLES INC									
11622908		10/23/2020	111720	335648	7.49	11/22/2020	INV	PD	DISH SOAP
CHECK DATE: 11/17/2020									
11626404		10/23/2020	111720	335648	64.92	11/22/2020	INV	PD	OFFICE SUPPLIES
CHECK DATE: 11/17/2020									
11682536		10/27/2020	111320	335711	119.97	11/26/2020	INV	PD	Acrylic sign holders for
CHECK DATE: 11/13/2020									
11975803-1		11/05/2020	111320	335711	45.98	12/05/2020	INV	PD	Ink Cartridge for Joyce's
CHECK DATE: 11/13/2020									
11975803-2		11/05/2020	111320	335711	59.85	12/05/2020	INV	PD	Mic. Office Supplies for
CHECK DATE: 11/13/2020									
					298.21				
101689 READY WATT ELECTRIC INC									
103569		10/19/2020	111720	335649	1,270.00	11/19/2020	INV	PD	SIREN #7 CONTROL BOX INST
CHECK DATE: 11/17/2020									
103578		10/20/2020	111720	335649	2,440.00	11/20/2020	INV	PD	2ND HALF 2020 SIREN MAINT
CHECK DATE: 11/17/2020									
					3,710.00				
101620 RECREATION SUPPLY CO INC									
404606		10/23/2020	111720	335650	304.81	11/23/2020	INV	PD	Parts for Spa Pump
CHECK DATE: 11/17/2020									
405033		10/29/2020	111720	335650	454.42	11/29/2020	INV	PD	Algae Brushes, Eye Ball F
CHECK DATE: 11/17/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					759.23				
101638 RURAL ELECTRIC SUPPLY COOPERATIVE									
792206-00	200200	10/30/2020	111720	335651	5,006.60	11/30/2020	INV	PD	(2) ELBW CAB FBRGLS BASEM
CHECK DATE: 11/17/2020									
107697 RIVERS EDGE CONCRETE LLC									
C2260188		09/25/2020	111720	335652	1,066.50	10/26/2020	INV	PD	ISABELLA PKWY SUMP LINE &
CHECK DATE: 11/17/2020									
109193 RJM CONSTRUCTION LLC									
2052010102		11/10/2020	111320	335712	912,648.74	11/15/2020	INV	PD	COVID FACILITY IMPROVEMEN
CHECK DATE: 11/13/2020									
103251 ROBERT THOMAS HOMES INC									
4231 MILLSTONE DR		11/05/2020	111720	335653	750.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 11/17/2020									
4243 MILLSTONE DR		11/05/2020	111720	335653	750.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 11/17/2020									
4291 MILLSTONE DR		11/05/2020	111720	335653	1,500.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 11/17/2020									
4312 MILLSTONE DR		11/03/2020	111720	335653	750.00	12/03/2020	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 11/17/2020									
4373 MILLSTONE DR		11/05/2020	111720	335653	1,500.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 11/17/2020									
4379 MILLSTONE DR		11/05/2020	111720	335653	750.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 11/17/2020									
4410 MILLSTONE CT		11/05/2020	111720	335653	750.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 11/17/2020									
5002 BOULDER LN		11/05/2020	111720	335653	1,500.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 11/17/2020									
5026 BOULDER LN		11/05/2020	111720	335653	750.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 11/17/2020									
5042 BOULDER LN		11/05/2020	111720	335653	750.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 11/17/2020									
5050 BOULDER LN		11/05/2020	111720	335653	750.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 11/17/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
5067 BOULDER LN CHECK DATE: 11/17/2020		11/05/2020	111720	335653	750.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
5137 BOULDER LN CHECK DATE: 11/17/2020		11/05/2020	111720	335653	750.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
5142 BOULDER LN CHECK DATE: 11/17/2020		11/05/2020	111720	335653	1,500.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
5146 BOULDER LN CHECK DATE: 11/17/2020		11/05/2020	111720	335653	1,500.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
5201 BOULDER DR CHECK DATE: 11/17/2020		11/05/2020	111720	335653	750.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
5222 BOULDER DR CHECK DATE: 11/17/2020		11/05/2020	111720	335653	1,500.00	12/05/2020	INV	PD	BUILDER DEPOSIT REFUND
					17,250.00				
101673 ROCHESTER MIDLAND CORP									
INV00219855 CHECK DATE: 11/17/2020		10/25/2020	111720	335654	56.79	11/24/2020	INV	PD	FIREMAN'S PARK SHELTER
109260 ROCKET CRANE SERVICE INC									
217771 CHECK DATE: 11/17/2020		11/04/2020	111720	335655	585.00	12/04/2020	INV	PD	WO# 779 - CRANE 2100 STOU
101696 RYAN CONTRACTING CO									
52492100-4 CHECK DATE: 11/17/2020		11/05/2020	111720	335656	916,710.06	12/05/2020	INV	PD	2020 DT RECONSTRUCTION
101703 SALVATION ARMY									
OCT/20 HS CHECK DATE: 11/17/2020		11/05/2020	111720	335657	130.00	12/05/2020	INV	PD	OCT HEAT SHARE CONTRIBUTI
109256 SCHELHAAS, MAX									
30841 CHECK DATE: 11/17/2020		11/02/2020	111720	335658	182.45	12/02/2020	INV	PD	CREDIT BALANCE REFUND-138
101738 SCHILLING SUPPLY COMPANY									
799175-00 CHECK DATE: 11/13/2020		10/27/2020	111320	335713	1,597.12	11/27/2020	INV	PD	Cleaning Supplies & Hand

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
799175-01		10/28/2020	111720	335659	21.74	11/28/2020	INV	PD	Vacuum Bags
CHECK DATE: 11/17/2020									
799808-00		10/30/2020	111720	335659	147.95	11/30/2020	INV	PD	Toilet Bowl Cleaner
CHECK DATE: 11/17/2020									
800620-00		11/04/2020	111320	335713	2,807.47	12/04/2020	INV	PD	Oxivir TB, Electrostatic
CHECK DATE: 11/13/2020									
					4,574.28				
108102 SECURITAS ELECTRONIC SECURITY INC									
7000649211		10/20/2020	111720	335660	135.00	11/20/2020	INV	PD	B. BASKET MONITORING 11/1
CHECK DATE: 11/17/2020									
7000649212		10/20/2020	111720	335660	183.99	11/20/2020	INV	PD	CITY HALL MONITORING 11/1
CHECK DATE: 11/17/2020									
					318.99				
101760 SENTRY SYSTEMS INC									
762083		10/12/2020	111720	335661	187.91	11/12/2020	INV	PD	TC SECURITY SYSTEM SVC CA
CHECK DATE: 11/17/2020									
104547 SITEONE LANDSCAPE SUPPLY HOLDING LLC									
104351859-001		10/22/2020	111720	335662	544.22	11/22/2020	INV	PD	SPREADER, IRRIGATION SUPP
CHECK DATE: 11/17/2020									
104354957-001		10/22/2020	111720	335662	-45.55	11/22/2020	CRM	PD	CREDIT IRRIGATION SUPPLIE
CHECK DATE: 11/17/2020									
					498.67				
101914 SOUTHWEST METRO CHAMBER OF COMMERCE									
322387		09/15/2020	111720	335663	550.00	12/05/2020	INV	PD	GOLF CLASSIC DONATION 202
CHECK DATE: 11/17/2020									
101828 SOUTHWEST NEWS MEDIA									
2113992		10/01/2020	111720	335664	54.32	11/25/2020	INV	PD	CERTIFY DELINQUENT STORM
CHECK DATE: 11/17/2020									
2113993		10/01/2020	111720	335664	44.14	11/25/2020	INV	PD	REZONE SENIOR HOUSE/RETAI
CHECK DATE: 11/17/2020									
2113994		10/01/2020	111720	335664	40.74	11/25/2020	INV	PD	VARIANCE ON ACCESSORY BLD
CHECK DATE: 11/17/2020									
2114820		10/08/2020	111720	335664	217.28	11/25/2020	INV	PD	2021 SPECIAL SERVICES DST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 11/17/2020									
2115807		10/15/2020	111720	335664	23.77	11/25/2020	INV	PD	PUBLIC ACCURACY TEST
CHECK DATE: 11/17/2020									
2115808		10/15/2020	111720	335664	108.64	11/25/2020	INV	PD	2021 SPECIAL SERVICES DST
CHECK DATE: 11/17/2020									
2116763		10/29/2020	111720	335664	88.28	11/25/2020	INV	PD	NOTICE OF ELECTION
CHECK DATE: 11/17/2020									
					577.17				
109252 STAFFANSON, LISA									
2008625.002		10/23/2020	111720	335665	25.55	11/23/2020	INV	PD	MEMBERSHIP REFUND
CHECK DATE: 11/17/2020						PAYEE: STAFFANSON, LISA			
101850 STANTEC CONSULTING SERVICES INC									
1719783		10/30/2020	111720	335666	558.00	11/30/2020	INV	PD	SEP-ENG DEPT ASSISTANCE
CHECK DATE: 11/17/2020									
1719785		10/30/2020	111720	335666	2,691.98	11/30/2020	INV	PD	SEP-MN RIVER FLOODPLAIN M
CHECK DATE: 11/17/2020									
1719786		10/30/2020	111720	335666	9,376.50	11/30/2020	INV	PD	SEP-RECORD PLAN/BASE MAP
CHECK DATE: 11/17/2020									
1719787		10/30/2020	111720	335666	91.00	11/30/2020	INV	PD	SEP-BRIDGE L2724 REPLACEM
CHECK DATE: 11/17/2020									
1719788		10/30/2020	111720	335666	2,239.91	11/30/2020	INV	PD	SEP-MCKNIGHT WETLAND BANK
CHECK DATE: 11/17/2020									
1719789		10/30/2020	111720	335666	18,215.50	11/30/2020	INV	PD	SEP-CREEK RD TRUNK SEWER
CHECK DATE: 11/17/2020									
1719791		10/30/2020	111720	335666	1,093.00	11/30/2020	INV	PD	SEP-LAKE GRACE TRAIL PHAS
CHECK DATE: 11/17/2020									
1719792		10/30/2020	111720	335666	1,071.00	11/30/2020	INV	PD	SEP-2019 DT RECONSTRUCTIO
CHECK DATE: 11/17/2020									
1719793		10/30/2020	111720	335666	1,123.00	11/30/2020	INV	PD	SEP-E 6TH ST L4965 REPLAC
CHECK DATE: 11/17/2020									
1719795		10/30/2020	111720	335666	66,782.15	11/30/2020	INV	PD	SEP-2020 DT RECONSTRUCTIO
CHECK DATE: 11/17/2020									
1719796		10/30/2020	111720	335666	22,449.53	11/30/2020	INV	PD	SEP-PAR 30 GOLF COURSE
CHECK DATE: 11/17/2020									
1719797		10/30/2020	111720	335666	644.00	11/30/2020	INV	PD	SEP-WELL 9 REHABILITATION

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 11/17/2020									
1719798		10/30/2020	111720	335666	505.88	11/30/2020	INV	PD	SEP-LYMAN BLVD IMPROVEMEN
CHECK DATE: 11/17/2020									
1719799		10/30/2020	111720	335666	1,148.00	11/30/2020	INV	PD	SEP-HARVEST WEST PARK NAT
CHECK DATE: 11/17/2020									
1719800		10/30/2020	111720	335666	3,575.00	11/30/2020	INV	PD	SEP-BRIDGE SAFETY INSPECT
CHECK DATE: 11/17/2020									
1719802		10/30/2020	111720	335666	805.00	11/30/2020	INV	PD	SEP-WELL NOS 6 & 8 REHABI
CHECK DATE: 11/17/2020									
1719804		10/30/2020	111720	335666	2,032.00	11/30/2020	INV	PD	SEP-PRIVATE-DEL WEBB-STOR
CHECK DATE: 11/17/2020									
1719805		10/30/2020	111720	335666	864.50	11/30/2020	INV	PD	SEP-PRIVATE-PIONEER VISTA
CHECK DATE: 11/17/2020									
1720358		10/30/2020	111720	335666	681.00	11/30/2020	INV	PD	SEP-GENERAL ENGINEERING
CHECK DATE: 11/17/2020									
1720359		10/30/2020	111720	335666	3,730.00	11/30/2020	INV	PD	SEP-MSA
CHECK DATE: 11/17/2020									
1720360		10/30/2020	111720	335666	18,774.00	11/30/2020	INV	PD	SEP-NE COLLECTOR IN SW AR
CHECK DATE: 11/17/2020									
1720361		10/30/2020	111720	335666	1,864.00	11/30/2020	INV	PD	SEP-2021 DT STREET RECONS
CHECK DATE: 11/17/2020									
					160,314.95				
101858 STAPLES CONTRACT & COMMERCIAL INC									
7317003848-0-1		10/29/2020	111720	335667	50.78	12/20/2020	INV	PD	Epson Ink Cart for receip
CHECK DATE: 11/17/2020									
101888 STREICHERS									
CM286830		09/10/2020	111320	335714	-1,812.78	09/19/2020	CRM	PD	6 boxes department ammo r
CHECK DATE: 11/13/2020									
I1461434		10/26/2020	111320	335714	6,160.00	11/26/2020	INV	PD	Mobile Field Force First
CHECK DATE: 11/13/2020									
					4,347.22				
101892 STUART C IRBY CO									
S012120244.005	200207	11/03/2020	111720	335668	12,832.68	12/03/2020	INV	PD	COND350TRI,FUSES, CONDCUS
CHECK DATE: 11/17/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
S012136726.001 CHECK DATE: 11/17/2020	200199	10/20/2020	111720	335668	151.89	11/19/2020	INV	PD	INSTR CT 600:5 BAR
					12,984.57				
103677 SUN LIFE ASSURANCE COMPANY OF CANADA									
237741/NOV20 CHECK DATE: 11/03/2020		10/22/2020	110320-2	335547	3,202.45	11/01/2020	INV	PD	NOV EMP LIFE INS PREM
100757 THE GRAPHIC EDGE LLC									
1450798 CHECK DATE: 11/17/2020		10/21/2020	111720	335669	259.75	11/20/2020	INV	PD	Youth Basketball T-Shirts
101956 THE HARTFORD									
859959261223 CHECK DATE: 11/09/2020		10/31/2020	110920	335556	2,784.74	11/15/2020	INV	PD	NOV EMP INS PREM-LTD
104908 TIMESAVER OFF SITE SECRETARIAL INC									
M25976 CHECK DATE: 11/17/2020		10/30/2020	111720	335670	468.75	11/10/2020	INV	PD	10-14 Planning,10-19 Coun
103946 TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC									
1549467/OCT20 CHECK DATE: 11/17/2020		11/01/2020	111720	335671	125.00	12/15/2020	INV	PD	Data Processing
102028 TWIN CITY WATER CLINIC INC									
15367 CHECK DATE: 11/17/2020		11/03/2020	111720	335672	510.00	11/30/2020	INV	PD	OCTOBER SAMPLES
102037 ULINE INC									
126005541 CHECK DATE: 11/17/2020		10/28/2020	111720	335673	302.62	11/28/2020	INV	PD	Furniture Dollies, Microf
126224312 CHECK DATE: 11/13/2020		11/03/2020	111320	335715	1,433.01	12/03/2020	INV	PD	Nitrile Gloves & Disposab
126269471 CHECK DATE: 11/13/2020		11/04/2020	111320	335715	261.52	12/04/2020	INV	PD	Microfiber Towels
					1,997.15				
102056 GREAT RIVER ENERGY									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
M1 18981		11/05/2020	111720	335674	25,421.96	12/05/2020	INV	PD	ANNUAL SCADA LICENSE
CHECK DATE: 11/17/2020									
105730 PROVIDENT LIFE & ACCIDENT INSURANCE COMPANY									
E0665216-OCT20		10/23/2020	110320-2	335548	674.28	11/23/2020	INV	PD	OCT EMP INS PREM
CHECK DATE: 11/03/2020									
104522 US FOODS INC									
4335852		10/22/2020	111720	335675	163.53	11/21/2020	INV	PD	OAK 19 OVEN PART
CHECK DATE: 11/17/2020									
107687 UNIVERSAL PROTECTION SERVICE LP									
10568517		10/15/2020	111720	335676	197.39	11/14/2020	INV	PD	Event Security 10/9-10/15
CHECK DATE: 11/17/2020									
10588602		10/22/2020	111720	335676	178.29	11/14/2020	INV	PD	Event Security 10/16-10/2
CHECK DATE: 11/17/2020									
					375.68				
102102 VERIZON WIRELESS									
9865543966		10/23/2020	111220	335697	624.36	11/15/2020	INV	PD	OCT CRADLEPOINTS
CHECK DATE: 11/12/2020									
102104 VESSCO INC									
81658		11/02/2020	111720	335677	224.40	12/02/2020	INV	PD	CHLORINE PUMP - PUMPHEAD
CHECK DATE: 11/17/2020									
109254 VICKERY, DANA									
10006104		11/02/2020	111720	335678	24.65	12/02/2020	INV	PD	CREDIT BALANCE REFUND-272
CHECK DATE: 11/17/2020									
102227 ONVOY LLC									
0009426201101		11/01/2020	111720	335679	1,853.53	11/25/2020	INV	PD	NOV EDU CTR ETHERNET/INTE
CHECK DATE: 11/17/2020									
0009486201101		11/01/2020	111720	335679	889.21	11/25/2020	INV	PD	NOV CITY HALL ETHERNET
CHECK DATE: 11/17/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					2,742.74				
102133 WAGNER PRESS & GRAPHICS									
33493		10/26/2020	111720	335680	1,020.50	11/10/2020	INV	PD	Lodge Newslett & Door Kno
CHECK DATE: 11/17/2020									
102146 WATER SPECIALTY OF MINNESOTA INC									
12235		10/20/2020	111720	335681	108.30	11/20/2020	INV	PD	Pool Chemicals
CHECK DATE: 11/17/2020									
12244		10/30/2020	111720	335681	3,122.10	11/30/2020	INV	PD	Pool Vacuum
CHECK DATE: 11/17/2020									
12245		11/04/2020	111720	335681	3,500.76	12/04/2020	INV	PD	Pool Chemicals
CHECK DATE: 11/17/2020									
					6,731.16				
102189 WM MUELLER & SONS									
261343		10/26/2020	111720	335682	1,868.16	11/25/2020	INV	PD	APEX PATCHES-INDUSTRIAL P
CHECK DATE: 11/17/2020									
261426		10/28/2020	111720	335682	174.00	11/25/2020	INV	PD	POTHOLE PATCHING
CHECK DATE: 11/17/2020									
261509		10/30/2020	111720	335682	177.48	11/30/2020	INV	PD	MANHOLE/VALVE PATCHING
CHECK DATE: 11/17/2020									
					2,219.64				
102206 WOLF MOTOR CO INC									
LEE34826		10/08/2020	111720	335683	59,773.96	11/30/2020	INV	PD	#706 F-550 SMALL BUCKET T
CHECK DATE: 11/17/2020									
102220 NORTHLAND SYSTEMS INC									
79689		11/03/2020	111720	335684	6,715.00	12/08/2020	INV	PD	NOV RECOVERY SVC
CHECK DATE: 11/17/2020									
79690		11/03/2020	111720	335684	16,010.00	12/08/2020	INV	PD	NOV SUPPORT SVC
CHECK DATE: 11/17/2020									
					22,725.00				
105150 ZAYO GROUP HOLDINGS INC									
2020110011266		11/01/2020	111720	335685	1,344.46	11/30/2020	INV	PD	FIBER MAINTENANCE
CHECK DATE: 11/17/2020									

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
102231 ZIEGLER INC									
F2573601		10/21/2020	111720	335686	1,640.00	11/21/2020	INV	PD	AIR COMPRESSOR RENTAL-TC
CHECK DATE: 11/17/2020									
F2594901		10/26/2020	111720	335686	1,070.00	11/26/2020	INV	PD	AIR COMPRESSOR PARKS AND
CHECK DATE: 11/17/2020									
PC002188657		10/17/2020	111720	335686	554.70	11/17/2020	INV	PD	FIRE STATION GENERATOR
CHECK DATE: 11/17/2020									
PC002190893		10/24/2020	111720	335686	40.00	11/24/2020	INV	PD	FIRE STATION GENERATOR
CHECK DATE: 11/17/2020									
316 INVOICES					3,490,594.96				

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

Electronic Payments

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
107490 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY									
83661 CHECK DATE: 11/09/2020		11/06/2020	110920	2553	1,383.91	11/09/2020	DIR	PD	110620 Payroll - HCSP Con
107744 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY									
83662 CHECK DATE: 11/09/2020		11/06/2020	110920	2554	200.00	11/09/2020	DIR	PD	110620 Payroll - MNDCP Co
101756 MII LIFE INCORPORATED									
39601107 CHECK DATE: 10/29/2020		10/27/2020	102920	2545	195.84	10/29/2020	DIR	PD	10/29/20 FSA REIMBURSEMEN
39605469 CHECK DATE: 11/06/2020		11/04/2020	110620	2546	1,330.96	11/06/2020	DIR	PD	11/6/20 FSA REIMBURSEMENT
39614815 CHECK DATE: 11/13/2020		11/10/2020	111320	2555	228.12	11/13/2020	DIR	PD	11/13/20 FSA REIMBURSEMEN
					1,754.92				
100927 INTERNAL REVENUE SERVICE									
83655 CHECK DATE: 11/06/2020		11/06/2020	110620	2547	128,665.73	11/06/2020	DIR	PD	110620 Payroll - FICA Fed
101343 MINNESOTA DEPT OF REVENUE-PAYROLL WIRES									
83656 CHECK DATE: 11/09/2020		11/06/2020	110920	2551	24,823.17	11/09/2020	DIR	PD	110620 Payroll - MN State
101376 NATIONWIDE RETIREMENT SOLUTIONS(USCM)									
83657 CHECK DATE: 11/06/2020		11/06/2020	110620	2548	11,368.12	11/06/2020	DIR	PD	110620 Payroll - 457 Cont
106955 NATIONWIDE RETIREMENT SOLUTIONS(USCM)									
83660 CHECK DATE: 11/06/2020		11/06/2020	110620	2550	2,808.87	11/06/2020	DIR	PD	110620 Payroll - ROTH Con
104668 OPTUM BANK INC									
83659 CHECK DATE: 11/09/2020		11/06/2020	110920	2552	14,494.49	11/09/2020	DIR	PD	110620 Payroll - HSA Cont

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101506 PUBLIC EMPLOYEES RETIREMENT ASSOCIATION									
83658		11/06/2020	110620	2549	96,807.76	11/06/2020	DIR	PD	110620 Payroll - PERA Con
CHECK DATE: 11/06/2020									
					96,807.76				
11 INVOICES					282,306.97				

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

Biweekly Report
November 16, 2020
By
Matt Podhradsky

UPCOMING COUNCIL MEETING SCHEDULE

November 16th: From 5:30-7 prior to the Council meeting we will be having a Work Session to discuss the budget for the Chaska Curling Center and the Chaska Town Course. 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. During the Council meeting on Monday night, we will also have our Met Council Representative Deb Barber presenting to us under Visitor Presentation about the Met Council's Blue-Ribbon Committee and Transit Related Issues.

November 30th: We will be having both a work session and a Council meeting on this evening. The Work Session will be from 5:30-7 pm prior to the meeting and will be focusing on the 2021 budget for the Chaska Community 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. At this meeting we will also have Richard Scott from Carver County Public Health presenting to us on the status of the COVID pandemic both in Carver County and the State.

December 7th: At this time we are uncertain if we will be having a work session on that evening, but it is possible so I would ask that you just keep the time between 5:30-7 penciled in at this time. A reminder that at this meeting, we will be having our annual Truth in Taxation Public Hearing. This is a time for us to formally take comments from the public on our proposed tax levy and budget. We do not establish the levy on this date but would do that at our next meeting which is on December 21st.

As I shared with you this week, we are going to be moving to all distance meetings via Zoom at least through the month of December because of the large spike in COVID cases in the County. We will be making sure that everyone that has items scheduled before the Council that they are aware of this change, and will have a link on our Web Page for any who are interested in joining in the meeting regardless of having an item on the agenda.

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

COVID 19 Update

As you have likely seen, over the past 2 weeks we have seen a dramatic increase in the number of COVID 19 cases not only in the State but right here in Carver County. The County reported this past Monday that the 7-day average for COVID positive cases in the County increased by 280%, with the positivity rate in Carver County now being just under 9%. In the State, the

numbers have also been increasing rapidly, with the State positivity rate being at about 15%. Anything above 5% is considered not good.

With this increase, we are making several changes within the City organization to address this. As I already mentioned, we are going to be going to distance (Zoom) meetings for the City Council and all Commissions through the month of December. We will be reevaluating at that time. We are also going to be moving to distance meetings for our weekly EOC meetings.

On an operational side, we are particularly paying attention to our public safety functions, which include not only Police and Fire but also our municipal services such as Public Works, Water/Sewer and Electric. I spoke with a small town City manager today who indicated that they lost 2/3rd of their plowing crew to COVID, along with stories we have seen from cities close to Chaska that have had to close down their Fire Departments and go exclusively to mutual aid with other cities. On Monday, the EOC is going to be sitting down with the Department Heads of each of these 5 departments and talking about the specific measures we will be taking during this critical time, be it from breaking teams back into Pods, limiting break interaction, looking at using higher levels of PPE which are much easier for us to get than they were back in the Spring, and potentially going to a model of weekly testing.

In our other departments, we are going back to trying to have as many people working from home as possible. While we had planned on opening City Hall next week after our improvements were complete, we have reconsidered that and determined this is not a good time to move in that direction. Our best opportunity of keeping our services moving forward at this time with as little interruption as possible is going to be to keep people distanced away from each other. While this will mean that people will have to schedule appointments with us still, this has not been an issue in impeding our services since the beginning of this pandemic.

In general, we are having to ramp up our efforts now because of increased COVID 19 activity, and will keep our eye on our major objectives which is not creating a disruption in our critical services, and keeping our employees and patrons safe. Please let me know if you have any questions.

Mayor State of the City Address

As has occurred in the past, the City will once again be participating in the Mayor's State of the City Address the SW Metro Chamber of Commerce will be hosting on Wednesday November 18th. This will go from 11-1 and will include presentations from all 4 cities in the SW Metro Chamber of Commerce service area. One thing to note on this event, the Chamber has decided to make this a virtual event due to the large increase in COVID 19 cases. People attending will still have to sign up through the Chamber to attend but will be able to participate from home.

With Mayor Windschitl needing to be involved with the Met Council TAB meeting at that time as they will be voting on Regional Solicitation Grant Funding that day, Mayor Pro Tem Jon Grau will be making this presentation in his absence. If there is any of you that would be interested in getting connected to this Zoom meeting, please let Nate Kabat know so he is able to get you signed up. Otherwise, we do plan on taping this presentation so we can show is on our Social Media platforms following this event. Please let me know if you have any questions.

Regional Solicitation Update

As the Council may be aware, the City of Chaska, along with other cities across the Metro Area, is going through the Regional Solicitation process now, which is a process in which Federal dollars are allocated to infrastructure projects across different regions of the Country. Like many years in the past, the City of Chaska and Carver County were very aggressive in getting numerous applications in for this project, which represent projects that we have both been discussing for quite some time. At this time in the process, both Carver County and the City of Chaska are positioned well to get several our projects funded. Below is a list of the projects we expect to receive funding through this process:

- Highway 41 Street Scape project (this would be done as part of the Highway 41 reconstruction project in Downtown Chaska in 2022.
- "Circle the Brick" Trail system installation. This project would have us re-establishing the abandoned rail corridor through downtown Chaska as a trail, with connections made to the Southwest LRT Trail which recently just opened with the Highway 101 Project. This trail would be connected under Highway 41 just behind Dolce Vita Wine shop and would allow for a 5K looped trail system through our Downtown Chaska area
- Safe Routes to School: This project would put a pedestrian tunnel under Highway 41 at the intersection of Engler/Highway 41 and would allow the west side of Highway 41 to connect with Middle School West property
- Engler Boulevard Reconstruction between Bavaria Road and Park Ridge Drive (Community Center)
- East Creek Park and Ride signal change: There will be an Opticom system installed at this light to allow buses coming out of East Creek to be able to get onto Highway 41 more efficiently
- The County also appears that they will receive additional funding for widening of Highway 212 to the west of Carver

We are very pleased with the list of projects it appears we will have funded. The process has the Transportation Advisory Board (TAB) voting on a recommended slate of projects to forward onto the full Met Council for consideration. We would hope to have final confirmation on these projects by the end of the year.

100 Club Event

While the 100 Club (non-profit organization that raises money for Holiday decorations in Downtown Chaska) Event has been cancelled for this year due to COVID, the 100 Club will still be doing a virtual event to raise money and to give away prizes. This will occur via Zoom on the evening of Sunday December 6th. If any Council member is interested in purchasing a ticket for this this year, please let Nate or me know and we will make sure we get you a ticket. Also, as a note, while there will not be a tree lighting ceremony this year, the tree is being put up in Fireman's Park this week, and we expect to light it starting the day after Thanksgiving.

Twin Cities Western Railroad Crossing Question

At the last Council meeting a question did come up with both long blocking of the trail crossing at Bavaria/Pioneer Road because of switching of rail cars occurring, and noise coming at night from switching activity. Since the last Council meeting, I have been able to talk with the President of Twin Cities Western, and they are being very helpful in trying to mitigate the issues that have been reported. First, they indicated that the reasoning for so much switching

occurring at that location a couple of Sundays ago was due to a shipper not sorting cars like they were supposed to. There is a financial penalty they give this shipper for not doing this sorting at their facility. TC and W indicated that they will be increasing this penalty amount, and have indicated that if there is switching that needs to occur that they have instructed their drivers to give breaks in switching cars so we don't see large lines of cars backed up at the crossing for a long period of time.

As for noises, they indicated that they are willing to look to see if there is a solution for time of day that this occurs. They have asked that the homeowners hearing this keep a log for a month of the noises so they can be specific of what is occurring and then they will look to see how they can deal with specific issues. This message has been relayed to the homeowners that had the concerns.

We will see how these changes work, but I am encouraged by TC and W's willingness to work with us as a community. Please let me know if you have any questions.

Happy Thanksgiving!

I want to take this opportunity to wish everyone a great Thanksgiving! Although the pandemic will likely make this a very different Thanksgiving than those in the past, I hope that this can still be a special time for family members to get together and be thankful for the things that we have been blessed with over the year.

As a note, City offices are officially closed both the Thursday of Thanksgiving, as well as Friday.

City of Chaska
Memorandum

To: Administration, Mayor and City Council

From: Lisa Nelson
Controller

Date: November 13, 2020

RE: Financial Reports –
Year-To-Date (YTD) Ending September 30, 2020

FINACIAL REPORTS
Enclosed are year-to-date financial reports as of September 30, 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.

Each report also includes revenue and expenditures as of 9/30/19. This will allow you to compare each fund's activity 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 September.
- YTD vendor payments that:
    1) were previously approved by the City Council, or
    2) are pending approval by the Council at the November 16th 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 9/30/2020 AND 9/30/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 9/30/20	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED		ACTUAL AS OF 9/30/19
REVENUES:							
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	149,822	(155,178)	49%		149,920
Gas	460,000	460,000	233,458	(226,542)	51%		226,269
Licenses	184,979	179,235	173,300	(5,935)	97%		180,134
Permits:							
Building	565,500	377,188	272,187	(105,001)	72%		277,026
Plan Check	200,000	133,400	118,843	(14,557)	89%		124,843
Mechanical, Plumbing & Other	178,507	124,394	133,364	8,970	107%		138,443
Intergovernmental:							
Federal	-	-	1,694	1,694			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	36,152	(145,794)	20%		67,766
County, School and Local	156,160	156,160	15,529	(140,631)	10%		41,979
Charges For Services:							
General Government	128,080	98,080	100,267	2,187	102%		83,801
Public Safety	83,752	47,926	33,352	(14,574)	70%		44,116
Public Works	121,760	121,760	67,530	(54,230)	55%		87,670
Parks & Recreation	169,250	67,750	72,724	4,974	107%		109,750
Administrative Charges	4,731,058	4,639,406	4,478,015	(161,391)	97%		3,611,351
Fines And Forfeitures	70,219	70,219	23,586	(46,633)	34%		57,573
Investment Earnings	22,000	22,000	(2,284)	(24,284)	-10%		(2,735)
Other Revenue	102,484	348,946	205,574	(143,372)	59%		52,752
TOTAL REVENUES	15,011,708	14,804,763	9,801,939	(5,002,824)	66%		8,359,242
EXPENDITURES:							
General Government:							
Mayor & Council	132,407	132,407	124,530	7,877	94%		106,394
Communications	99,774	99,747	72,456	27,291	73%		66,589
Administration	864,219	840,367	608,637	231,730	72%		769,113
Human Resources	241,025	268,201	194,961	73,240	73%	**	-
Elections	33,106	42,583	38,653	3,930	91%		10,063
Finance/Admin Services	1,743,479	1,691,826	1,217,983	473,843	72%		1,327,160
Information Services/Admin Services	1,277,863	1,287,435	927,552	359,883	72%		895,779
Fiber Systems	45,000	45,000	20,888	24,112	46%		41,058
Legal - City Attorney	80,000	80,000	107,931	(27,931)	135%		104,490
Community Development	330,418	360,859	301,280	59,579	83%		727,472
Engineering	393,501	393,319	340,645	52,674	87%		283,841
Government Buildings	227,735	229,735	161,318	68,417	70%		178,477
Facility Maintenance	409,973	261,142	138,388	122,754	53%	**	-
Total General Government	5,878,500	5,732,621	4,255,222	1,477,399	74%		4,510,436
Public Safety:							
Police	4,689,032	4,660,754	3,590,565	1,070,189	77%		3,481,545
State DUI Forfeitures	5,700	5,700	-	5,700	0%		1,590
Forfeited Drug Property	1,000	1,000	-	1,000	0%		4,312
Crime Prevention Program	350	350	50	300	14%		1,348
Fire	2,067,112	2,302,743	1,525,319	777,424	66%		1,502,380
Building Inspections (Comm.Dev)	687,157	679,868	473,068	206,800	70%	**	-
Civil Defense	5,728	5,728	7,943	(2,215)	139%		2,874
COVID-19	-	115,369	206,635	(91,266)	179%		-
Total Public Safety	7,456,079	7,656,143	5,596,945	1,967,932	73%		4,994,049
Public Works:							
Administration	366,164	364,719	348,151	16,568	95%		274,043
Streets & Alleys	1,782,805	1,895,298	1,342,445	552,853	71%		1,260,932
Snow Removal	249,625	248,302	162,766	85,536	66%		264,661
Signs	11,324	11,324	3,258	8,066	29%		6,679
Municipal Services/Building	232,202	232,202	131,929	100,273	57%		191,547
Parks Maintenance	1,096,237	1,132,760	1,042,996	89,764	92%		946,489
ISD #112 Grounds Maintenance	36,225	36,183	23,791	12,392	66%		29,205
Tree Control	37,597	37,597	7,583	30,014	20%		23,880
Total Public Works	3,812,179	3,958,385	3,062,919	895,466	77%		2,997,436
Parks & Recreation:							
Administration	608,218	549,578	412,930	136,648	75%		400,104
Youth Recreation	175,519	164,406	129,475	34,931	79%		118,370
Adult Recreation	105,768	73,716	51,617	22,099	70%		86,282
Beach/Firemen's Park	127,116	17,034	59,987	(42,953)	352%		158,257
Hockey & Skating Rinks	8,631	11,713	10,054	1,659	86%		10,480
Total Parks & Recreation	1,025,252	816,447	664,063	152,384	81%		773,493
Unallocated	79,298	40,398	12,047	28,351	30%		51,817
Debt Service	3,400	3,400	2,564	836			1,365
TOTAL EXPENDITURES	18,254,708	18,322,763	13,800,395	4,522,368	75%		13,328,596
OTHER FINANCING SOURCES (USES):							
Transfers In	3,998,000	3,998,000	3,221,542	(776,458)	81%		3,003,957
Transfers Out	(755,000)	(480,000)	-	480,000			(525,000)
NET TRANSFERS	3,243,000	3,518,000	3,221,542	(296,458)			2,478,957
NET CHANGE IN FUND BALANCES	$ -	$ -	$ (776,914)	$ (776,914)			$ (2,490,397)

* 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 9/30/2020 AND 9/30/2019

	2020 BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD ACTUAL 9/30/2019
REVENUES:					
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	300	-	(300)	0%	-
TOTAL REVENUES	8,700	4,385	(4,315)	50%	4,132
EXPENDITURES:					
Current:					
Public Works:					
Professional Services And Charges	8,500	10,350	(1,850)	122%	10,200
Capital Outlay	5,000	-	5,000	0%	-
TOTAL EXPENDITURES	13,500	10,350	3,150	77%	10,200
NET CHANGE IN FUND BALANCES	(4,800)	(5,965)	(1,165)		(6,068)

* 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 9/30/20 AND 9/30/19

	2020 BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD ACTUAL 9/30/2019
REVENUES:					
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	23,450	(7,850)	75%	22,767
Other Revenue	-	-	-		6,206
TOTAL REVENUES	316,647	486,335	169,688	154%	396,084
EXPENDITURES:					
Current:					
Administration:					
Professional Services	31,243	3,751	27,492	12%	5,368
Other Charges and Special Events	46,865	35,319	11,546	75%	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	67,695	(26,395)	164%	111,102
Other Charges and Special Events	19,382	18,258	1,124	94%	48,910
Debt Service:					
Principal - Promissory Note	13,100	9,719	3,381	74%	9,273
Interest - Promissory Note	3,800	2,881	919	76%	3,327
Capital Outlay	-	8,858	(8,858)		8,640
TOTAL EXPENDITURES	316,647	577,438	(260,791)	182%	352,014
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	-	(91,103)	(91,103)		44,070
OTHER FINANCING SOURCES (USES):					
Transfers Out	-	-	-		(355,000)
NET CHANGE IN FUND BALANCES	$ -	$ (91,103)	$ (91,103)		$ (310,930)

* 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 9/30/2020 AND 9/30/2019

	2020 BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 9/30/2019
REVENUES:					
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	-	54,323	54,323		49,015
Leases (tower)	125,000	99,585	(25,415)	80%	103,769
Donations/Contributions	-	1,650	1,650		7,200
Other Revenue	-	-	-		1,031
TOTAL REVENUES	3,311,000	277,407	(3,033,593)	8%	688,105
EXPENDITURES:					
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	91,803	(39,803)	177%	70,033
Police	201,000	26,744	174,256	13%	163,712
Fire	290,000	-	290,000	0%	65,433
Public Works	158,000	287,271	(129,271)	182%	306,874
TOTAL EXPENDITURES	926,000	405,818	520,182	44%	606,052
OTHER FINANCING SOURCES (USES):					
Transfers In	24,000	24,000	-	100%	49,000
Transfers Out	(3,468,000)	(850,000)	2,618,000	25%	(686,228)
Bonds Issued	440,000	-	(440,000)	0%	-
Sale of Capital Assets	-	6,150	6,150		-
TOTAL OTHER FINANCING SOURCES (USES)	(3,004,000)	(819,850)	2,184,150		(637,228)
NET CHANGE IN FUND BALANCES	$ (619,000)	$ (948,261)	$ (329,261)		$ (555,175)

* 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 9/30/2020 AND 9/30/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED / EXPENDED	PRIOR YEAR YTD AS OF 9/30/2019
OPERATING REVENUES:						
Residential Sales	$ 8,581,000	$ 9,000,000	$ 6,965,422	$ (2,034,578)	77%	$ 6,343,222
Senior Sales	538,000	574,000	425,827	(148,173)	74%	416,662
Commercial Sales	1,203,000	1,203,000	869,725	(333,275)	72%	883,447
Industrial Sales	26,630,000	27,900,000	20,468,947	(7,431,053)	73%	19,919,225
Intradepartmental	1,010,000	1,010,000	696,376	(313,624)	69%	716,943
Other Sales	1,767,000	2,240,000	1,135,543	(1,104,457)	51%	1,218,173
TOTAL OPERATING REVENUES	39,729,000	41,927,000	30,561,840	(11,365,160)	73%	29,497,672
OPERATING EXPENSES:						
Purchased Power	25,991,000	28,300,000	22,134,459	6,165,541	78%	22,180,037
Distribution:						
Personnel Services	1,757,725	1,757,725	1,400,592	357,133	80%	1,184,819
Supplies, Services & Other Charges	415,968	437,754	312,971	124,783	71%	340,178
Administration:						
Personnel Services	334,437	244,130	169,910	74,220	70%	155,246
Supplies, Services & Other Charges	2,759,015	2,759,015	2,726,768	32,247	99%	2,193,123
Utility Billing:						
Personnel Services	273,016	258,768	194,861	63,907	75%	175,292
Supplies, Services & Other Charges	145,239	298,639	181,241	117,398	61%	173,015
Conservation Programs	663,974	663,974	232,121	431,853	35%	417,965
Capital Outlay	796,500	854,500	1,290,593	(436,093)	151%	1,673,378
TOTAL OPERATING EXPENSES	33,136,874	35,574,505	28,643,516	6,930,989	81%	28,493,053
OPERATING INCOME	6,592,126	6,352,495	1,918,324	(4,434,171)		1,004,619
NON-OPERATING REVENUES:						
Investment Earnings	33,500	33,500	(3,556)	(37,056)	-11%	59,224
Intergovernmental	-	-	49	49		150
Gain on Disposal of Capital Assets	-	-	1,540	1,540		-
TOTAL NON-OPERATING REVENUES	33,500	33,500	(1,967)	(35,467)		59,374
NON-OPERATING EXPENSES:						
Debt Service - Principal	484,675	484,675	430,000	54,675	89%	420,000
Debt Service - Principal (Contra Account)	-	-	(430,000)	430,000		(420,000)
Debt Service - Interest	342,089	342,089	295,545	46,544	86%	231,858
Debt Service - Agent Fees	450	450	-	450		450
TOTAL NON-OPERATING EXPENSES	827,214	827,214	295,545	531,669	36%	232,308
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	5,798,412	5,558,781	1,620,812	(3,937,969)		831,685
CAPITAL CONTRIBUTIONS	-	-	416,488	416,488		126,130
TRANSFERS IN (OUT):						
Transfers (Out)	(5,784,000)	(5,784,000)	(4,862,970)	921,030		(4,721,570)
CHANGE IN NET POSITION	$ 14,412	$ (225,219)	$ (2,825,670)	$ (2,600,451)		$ (3,763,755)

WATER FUND

REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE
FOR THE PERIOD ENDED 9/30/2020 AND 9/30/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 9/30/2019
OPERATING REVENUES:						
Residential Sales	$ 1,302,000	$ 1,302,000	$ 1,137,180	$ (164,820)	87%	$ 848,820
Commercial Sales	919,000	900,000	752,981	(147,019)	84%	660,967
Industrial Sales	294,000	340,000	248,357	(91,643)	73%	339,069
Other Sales	425,100	411,100	323,807	(87,293)	79%	343,208
TOTAL OPERATING REVENUES	2,940,100	2,953,100	2,462,325	(490,775)	83%	2,192,064
OPERATING EXPENSES:						
Pumping	240,137	240,137	210,201	29,936	88%	182,300
Treatment	269,812	269,812	258,434	11,378	96%	234,223
Distribution:						
Personnel Services	509,931	485,207	370,226	114,981	76%	345,536
Supplies, Services & Other Charges	306,904	306,904	192,382	114,522	63%	341,181
Administration :						
Personnel Services	120,861	120,861	92,300	28,561	76%	86,989
Supplies, Services & Other Charges	590,203	590,203	589,474	729	100%	468,293
Utility Billing:						
Personnel Services	136,511	129,887	96,964	32,923	75%	87,647
Supplies, Services & Other Charges	35,396	61,533	57,271	4,262	93%	36,891
Capital Outlay	181,000	202,500	151,806	50,694	75%	148,441
TOTAL OPERATING EXPENSES	2,390,755	2,407,044	2,019,058	387,986	84%	1,931,501
OPERATING INCOME	549,345	546,056	443,267	(102,789)	81%	260,563
NON-OPERATING REVENUES:						
Investment Earnings	16,200	16,200	(3,167)	(19,367)	-20%	4,716
Intergovernmental	-	-	4,950	4,950		-
Lease - Bountiful Basket	30,000	30,000	22,574	(7,426)	75%	22,184
Insurance Claims	-	-	17,750	17,750		85,347
TOTAL NON-OPERATING REVENUES	46,200	46,200	42,107	(4,093)	91%	112,247
NON-OPERATING EXPENSES:						
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	-	-	98,704	(98,704)		60
Old Water Treatment Plant/Bountiful Basket	-	-	1,948	(1,948)		1,646
TOTAL NON-OPERATING EXPENSES	989,531	989,531	313,686	675,845	32%	164,637
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	(393,986)	(397,275)	171,688	568,963		208,173
TRANSFERS IN (OUT):						
Transfers In	485,000	485,000	485,000	-		596,000
Transfers (Out)	(76,000)	(76,000)	(83,941)	(7,941)		(62,128)
NET TRANSFERS IN (OUT)	409,000	409,000	401,059	(7,941)		533,872
CHANGE IN NET POSITION	$ 15,014	$ 11,725	$ 572,747	$ 561,022		$ 742,045

SEWER FUND

REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE
FOR THE PERIODS ENDING 9/30/2020 AND 9/30/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 9/30/2019
OPERATING REVENUES:						
Residential Sales	$ 1,510,300	$ 1,527,000	$ 1,081,256	$ (445,744)	71%	$ 976,248
Commercial Sales	1,081,100	1,035,000	735,276	(299,724)	71%	704,555
Industrial Sales	1,091,000	1,008,000	723,748	(284,252)	72%	724,063
Other Sales	765,852	754,652	565,848	(188,804)	75%	466,124
TOTAL OPERATING REVENUE	4,448,252	4,324,652	3,106,128	(1,218,524)	72%	2,870,990
OPERATING EXPENSES:						
Pumping	49,056	49,056	49,021	35	100%	14,720
Treatment	2,675,539	2,675,539	2,229,616	445,923	83%	2,028,214
Collection:						
Personnel Services	509,933	485,209	374,300	110,909	77%	346,037
Supplies, Services & Other Charges	157,778	157,778	77,681	80,097	49%	116,114
Administration:						
Personnel Services	120,858	113,234	92,299	20,935	82%	86,990
Supplies, Services & Other Charges	579,947	579,947	578,825	1,122	100%	458,045
Utility Billing:						
Personnel Services	136,511	136,511	96,964	39,547	71%	87,647
Supplies, Services & Other Charges	35,203	49,840	42,424	7,416	85%	37,256
Capital Outlay	83,000	104,500	131,970	(27,470)	126%	30
TOTAL OPERATING EXPENSES	4,347,825	4,351,614	3,673,100	678,514	84%	3,175,053
OPERATING INCOME	100,427	(26,962)	(566,972)	(540,010)		(304,063)
NON-OPERATING REVENUES:						
Investment Earnings	3,600	3,600	(444)	(4,044)	-12%	1,057
Intergovernmental	-	-	12	12		22
TOTAL NON-OPERATING REVENUES	3,600	3,600	(432)	(4,032)	-12%	1,079
NON-OPERATING EXPENSES:						
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	-	-	8,126	(8,126)		265
TOTAL NON-OPERATING EXPENSES	219,036	219,036	114,884	104,152		51,296
INCOME (LOSS) BEFORE TRANSFERS	(115,009)	(242,398)	(682,288)	(439,890)		(354,280)
TRANSFERS IN (OUT):						
Transfers (Out)	(116,000)	(116,000)	(128,291)	(12,291)		(117,902)
CHANGE IN NET POSITION	$ (231,009)	$ (358,398)	$ (810,579)	$ (452,181)		$ (472,182)

CHASKA COMMUNITY CENTER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE
FOR THE PERIODS ENDING 9/30/2020 AND 9/30/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 9/30/2019
OPERATING REVENUES:						
Admissions	$ 445,926	$ 182,500	$ 109,912	$ (72,588)	60%	$ 321,566
Memberships	1,116,200	558,100	481,019	(77,081)	86%	869,615
Rentals	1,032,022	739,354	690,940	(48,414)	93%	766,401
Charges for Services/Lessons	639,193	288,330	146,487	(141,843)	51%	385,517
Other Revenue	184,235	75,178	57,860	(17,318)	77%	83,634
TOTAL OPERATING REVENUE	$ 3,417,576	$ 1,843,462	$ 1,486,218	$ (357,244)	81%	$ 2,426,733
OPERATING EXPENSES:						
Personnel Services	2,391,335	2,167,457	1,714,324	453,133	79%	1,693,759
Operating Supplies	201,378	204,764	228,962	(24,198)	112%	204,036
Professional Services	735,947	685,033	540,955	144,078	79%	652,214
Other Charges	296,605	470,978	489,644	(18,666)	104%	273,080
Capital Outly	-	-	213,936	(213,936)		44,208
TOTAL OPERATING EXPENSES	3,625,265	3,528,232	3,187,821	340,411	90%	2,867,297
OPERATING INCOME	(207,689)	(1,684,770)	(1,701,603)	(16,833)		(440,564)
NON-OPERATING REVENUES:						
COVID-19 Grant/Reimbursements	-	50,000	-	(50,000)	0%	-
Investment Earnings (Charges)	(11,400)	(11,400)	135	11,535	-1%	649
TOTAL NON-OPERATING REVENUES	(11,400)	38,600	135	(38,465)	0%	649
NON-OPERATING EXPENSES:						
Debt Service - Principal	340,000	340,000	-	340,000	0%	-
Debt Service - Interest	154,030	154,030	81,260	72,770	53%	73,460
Issuance Costs & Fiscal Agent Fees	2,750	2,750	119,953	(117,203)	4362%	3,000
TOTAL NON-OPERATING EXPENSES	496,780	496,780	201,213	295,567	41%	76,460
INCOME (LOSS) BEFORE TRANSFERS	(715,869)	(2,142,950)	(1,902,681)	240,269		(516,375)
TRANSFERS IN (OUT):						
Transfers In	474,000	599,000	530,918	(68,082)		432,000
CHANGE IN NET POSITION	$ (241,869)	$ (1,543,950)	$ (1,371,763)	$ 172,187		$ (84,375)

CHASKA PAR 30 FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, ACTUAL, AND PRIOR YEAR TO DATE
FOR THE PERIOD ENDED 9/30/20 AND 9/30/19

	2020 BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 9/30/2019
OPERATING REVENUES:					
Green Fees	$ 129,700	$ 184,972	$ 55,272	143%	$ 117,416
Cart Rental	10,000	15,988	5,988	160%	11,002
Merchandise & Other Sales	6,026	3,829	(2,197)	64%	5,128
TOTAL OPERATING REVENUES	145,726	204,789	59,063	141%	133,546
OPERATING EXPENSES:					
Golf - Maintenance Dept:					
Personnel Services	82,143	61,978	20,165	75%	70,008
Supplies, Services & Other Charges	23,444	10,884	12,560	46%	28,095
Golf - Club House:					
Personnel Services	39,975	41,906	(1,931)	105%	32,182
Supplies, Services & Other Charges	44,092	36,422	7,670	83%	32,609
Merchandise for Resale	4,080	2,091	1,989	51%	3,730
Golf - Learning Links	-	368,106	(368,106)		12,411
TOTAL OPERATING EXPENSES	193,734	521,387	(327,653)	269%	179,035
OPERATING INCOME	(48,008)	(316,598)	(268,590)		(45,489)
NON-OPERATING REVENUES:					
Investment Earnings (Charges)	(1,500)	-	1,500		-
Payments/Contributions (Learning Links)	-	124,000	124,000		-
TOTAL NON-OPERATING REVENUES	(1,500)	124,000	125,500		-
CHANGE IN NET POSITION	$ (49,508)	$ (192,598)	$ (143,090)		$ (45,489)

CHASKA TOWN COURSE FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, ACTUAL, AND PRIOR YEAR TO DATE
FOR THE PERIOD ENDED 9/30/20 AND 9/30/19

	2020 BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 9/30/2019
OPERATING REVENUES:					
Green Fees	$ 1,332,000	$ 1,612,181	$ 280,181	121%	$ 1,255,163
Driving Range	100,000	131,513	31,513	132%	92,830
Cart Rental	292,000	314,842	22,842	108%	266,432
Merchandise	314,500	199,990	(114,510)	64%	202,308
Other Sales	139,000	94,562	(44,438)	68%	137,537
TOTAL OPERATING REVENUE	$ 2,177,500	$ 2,353,088	$ 175,588	108%	$ 1,954,270
OPERATING EXPENSES:					
Golf - Maintenance Dept:					
Personnel Services	622,361	481,358	141,003	77%	485,560
Supplies, Services & Other Charges	276,107	222,654	53,453	81%	248,748
Golf - Club House:					
Personnel Services	525,897	401,912	123,985	76%	392,638
Supplies, Services & Other Charges	381,076	368,498	12,578	97%	388,775
Merchandise for Resale	173,417	167,720	5,697	97%	186,942
Capital Outlay	61,180	209,030	(147,850)	342%	162,015
TOTAL OPERATING EXPENSES	2,040,038	1,851,172	188,866	91%	1,864,678
OPERATING INCOME	137,462	501,916	364,454		89,592
NON-OPERATING REVENUES:					
Investment Earnings (Charges)	(8,200)	-	8,200		-
TOTAL NON-OPERATING REVENUES	(8,200)	-	8,200		-
NON-OPERATING EXPENSES:					
Debt Service - Principal	88,900	-	88,900	0%	-
Debt Service - Interest	19,200	30,009	(10,809)	156%	21,757
TOTAL NON-OPERATING EXPENSES	108,100	30,009	78,091	28%	21,757
INCOME (LOSS) BEFORE TRANSFERS	21,162	471,907	450,745		67,835
TRANSFERS IN (OUT):					
Transfers In	-	12,331	12,331		-
CHANGE IN NET POSITION	$ 21,162	$ 484,238	$ 463,076		$ 67,835

TURBINE GENERATOR FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, ACTUAL, AND PRIOR YEAR TO DATE
FOR THE PERIOD ENDED 9/30/20 AND 9/30/19

	2020 BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 9/30/2019
OPERATING REVENUES:					
Lease Revenue	$ 2,486,184	$ 1,006,421	$ (1,479,763)	40%	$ 1,059,645
OPERATING EXPENSES:					
Professional Services	84,000	92,137	(8,137)	110%	83,425
Other Charges	298,345	169,759	128,586	57%	170,284
TOTAL OPERATING EXPENSES	382,345	261,896	120,449	68%	253,709
OPERATING INCOME	2,103,839	744,525	(1,359,314)		805,936
NON-OPERATING REVENUES:					
Investment Earnings	-	(2,376)	(2,376)		48,118
Interfund Loan Payments	104,219	-	(104,219)	0%	-
TOTAL NON-OPERATING REVENUES	104,219	(2,376)	(106,595)	-2%	48,118
NON-OPERATING EXPENSES:					
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	-	100%	4,500
TOTAL NON-OPERATING EXPENSES	2,086,750	435,625	1,651,125	21%	226,037
CHANGE IN NET POSITION	$ 121,308	$ 306,524	$ 185,216		$ 628,017

STORM WATER FUND

REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, ACTUAL, AND PRIOR YEAR TO DATE
FOR THE PERIODS ENDING 9/30/20 AND 9/30/19

	2020 BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 9/30/2019
OPERATING REVENUES:					
Residential Sales	$ 992,000	$ 834,667	$ (157,333)	84%	$ 798,607
Industrial Sales	758,000	634,271	(123,729)	84%	612,171
All Other Receipts	3,000	6,458	3,458	215%	10,276
TOTAL OPERATING REVENUE	1,753,000	1,475,396	(277,604)	84%	1,421,054
OPERATING EXPENSES:					
Collections:					
Personnel Services	358,600	123,874	234,726	35%	175,497
Supplies, Services & Other Charges	355,864	152,693	203,171	43%	170,000
Administration:					
Personnel Services	134,417	96,885	37,532	72%	51,405
Supplies, Services & Other Charges	438,909	356,371	82,538	81%	280,442
Utility Billing:					
Supplies, Services & Other Charges	23,420	42,127	(18,707)	180%	39,337
Depreciation	30,000	-	30,000	0%	-
Capital Outlay	125,000	104,376	20,624	84%	94,503
TOTAL OPERATING EXPENSES	1,466,210	876,326	589,884	60%	811,184
OPERATING INCOME	286,790	599,070	312,280		609,870
NON-OPERATING REVENUES:					
Investment Earnings	2,200	(772)	(2,972)	-35%	4,588
Intergovernmental	-	-	-		-
TOTAL NON-OPERATING REVENUES	2,200	(772)	(2,972)		4,588
NON-OPERATING EXPENSES:					
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	-	6,769	(6,769)		175
TOTAL NON-OPERATING EXPENSES	196,197	77,245	118,952	39%	39,776
INCOME (LOSS) BEFORE TRANSFERS	92,793	521,053	428,260		574,682
TRANSFERS IN (OUT):					
Transfers In	206,186	206,186	-	100%	207,768
Transfers (Out)	(223,000)	(228,058)	(5,058)	102%	(202,324)
NET TRANSFERS IN (OUT)	(16,814)	(21,872)	(5,058)		5,444
CHANGE IN NET POSITION	$ 75,979	$ 499,181	$ 423,202		$ 580,126

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 9/30/2020 AND 9/30/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 9/30/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD ACTUAL 9/30/2019
OPERATING REVENUES:						
Memberships	$ 142,067	$ 106,550	$ 113,691	$ 7,141	107%	$ 121,660
Rentals	199,257	54,138	44,376	(9,762)	82%	131,761
Lessons	237,311	118,725	89,188	(29,537)	75%	169,535
Leagues	219,075	107,674	78,014	(29,660)	72%	113,479
Leases	409,000	237,500	136,855	(100,645)	58%	279,616
Other Revenue	68,371	39,119	24,109	(15,010)	62%	63,546
TOTAL OPERATING REVENUES	1,275,081	663,706	486,233	(177,473)	73%	879,597
OPERATING EXPENSES:						
Administration:						
Personnel Services	354,757	349,317	259,810	89,507	74%	124,572
Supplies, Services & Other Charges	345,385	343,025	266,907	76,118	78%	328,665
Event Center:						
Personnel Services	103,881	98,544	73,107	25,437	74%	70,287
Supplies, Services & Other Charges	39,953	31,207	12,474	18,733	40%	11,521
Curling Center:						
Personnel Services	241,359	210,561	148,272	62,289	70%	276,856
Supplies, Services & Other Charges	117,708	87,693	51,062	36,631	58%	86,843
Crooked Pint	53,326	74,963	66,749	8,214	89%	119,219
Curling/ Non-recurring Events	-	-	-	-		67
Capital Outlay	5,000	5,000	-	5,000		-
TOTAL OPERATING EXPENSES	1,261,369	1,200,310	878,381	321,929	73%	1,018,030
OPERATING INCOME	13,712	(536,604)	(392,148)	144,456		(138,433)
NON-OPERATING REVENUES:						
Investment Earnings (Charges)	(11,800)	(100,000)	698	100,698		3,098
TOTAL NON-OPERATING REVENUES	(11,800)	(100,000)	698	100,698		3,098
NON-OPERATING EXPENSES:						
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
TOTAL NON-OPERATING EXPENSES	1,587,477	1,589,077	475,836	1,113,241	30%	287,870
INCOME (LOSS) BEFORE TRANSFERS	(1,585,565)	(2,225,681)	(867,286)	1,358,395		(423,205)
TRANSFERS IN (OUT):						
Transfers In	1,587,477	1,597,168	1,598,825	1,657	100%	1,475,446
CHANGE IN NET POSITION	$ 1,912	$ (628,513)	$ 731,539	$ 1,360,052		$ 1,052,241

City of Chaska
Memorandum

To: City of Chaska Council
From: Marshall Grange
Date: November 16th, 2020
Subject: Park Board Meeting Change

At the October Park Board meeting, the board discussed meeting conflicts that have occurred throughout the year with monthly Monday meetings. There have been personal scheduling conflicts as well as conflicts with the council meetings.

Board discussion occurred on moving meetings to the second Tuesday of the month. With board member Gutierrez absent, the board directed staff to connect with him to inquire on any concerns or conflicts he may have. Gutierrez supports this.

A board motion was approved at the October 12th meeting to move the Park Board meetings to the second Tuesday of each month, starting January 2021.

As a courtesy to the City Council, the Park Board and staff wanted to make council aware of this change, effective January 2021.

ONE CITY HALL PLAZA/CHASKA, MN 55318-1962/PH: (952) 448-2851/ FX: (952) 448-9300