

Zoom Option

In order to practice social distancing related to the COVID-19 pandemic, the Chaska City Council meeting on Monday, December 21, 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

Review Chicken Ordinance Recommendations
5:50 – 7:00 PM



AGENDA
CHASKA CITY COUNCIL
ZOOM
Monday, December 21, 2020
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adopt Agenda
5. Visitor Presentation
 - 5.A. Bond Sale Results by Baker Tilley
 - 5.B. Pioneer Trail/Twin Cities Western Train Noise Concerns

6. Approve Previous Meeting Minutes
 - 6.A. Approve the November 30th City Council Meeting Minutes
 - 6.B. Approve the December 7th City Council Meeting Minutes
7. Consent Items
 - 7.A. Approve Lease Agreement with Red Beard LLC dba Oak 19
 - 7.B. 2021 Rental Fee Increase
 - 7.C. Municipal Tort Liability Limits
 - 7.D. Adopt Resolution 2020-97, 2021 Development, Planning & Inspection Fees
 - 7.E. Appoint the Law Firm of Melchert, Hubert, Sjodin to Represent the City of Chaska in 2021
 - 7.F. Adopt Resolution 2020-103, Approve the Lot Split Consolidation for 3919 Bavaria Road and 1051 82nd St W/Tim George/PC #2020-23
 - 7.G. Adopt Resolution 2020-101, Establish 2020 Interfund Tax Increment Financing
 - 7.H. Adopt Resolution 2020-102, Fund Balance Commitments
 - 7.I. Chaska Park Board 2021 Chair and Vice Chair
 - 7.J. Authorization to Approve Execution of the Memorandum of Understanding for the Arts Program Partnership and Lease Agreement
 - 7.K. Adopt Resolution 2020-104, Award Bid for the Lake Grace Pedestrian Trail Bridge
8. Action Items
 - 8.A. City Square West Preferred Developer
 - 8.B. Adopt Resolution 2020-98, 2121 Budget and Tax Levy Adoption
 - 8.C. Adopt Resolutions 2020-99 and 2020-100 and Ordinances 983 and 984, Establishing 2021 Utility Rates
9. Bills

9.A. ACCOUNT PAYABLE COUNCIL ROSTER 12-21-2020

10. Other Business

10.A. City Administrator's Report

10.B. Biweekly 12-21-2020

10.C. Financial Reports-October

10.D. Other Meeting Minutes

10.D.i. Received the draft minutes of the 11-19-2020 Human Rights
Commission Meeting

11. Adjourn

Chaska Economic Development Authority Meeting
Immediately following City Council

December 10, 2020

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

RE: Recommendation for Award of \$1,830,000 Electric Utility Revenue Refunding Bonds, Series 2020F (the “Bonds”)

Dear Mr. Graczyk,

This letter summarizes the results and our recommendation of the December 9th competitive sale of the Bonds.

Background, Purpose and Repayment Sources

The purpose of the Bonds was 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 Bonds were structured to mature serially from 2021 through 2031. The Bonds were not sold with an early redemption feature.

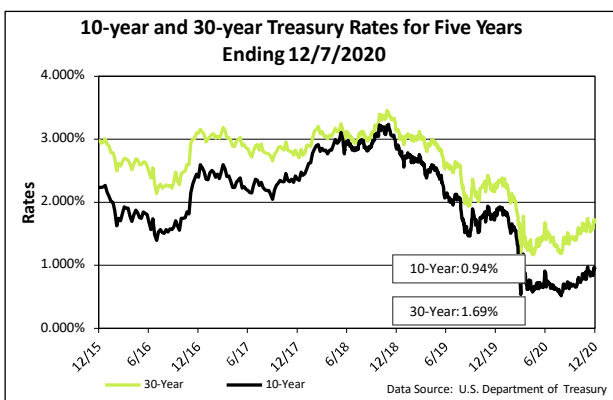
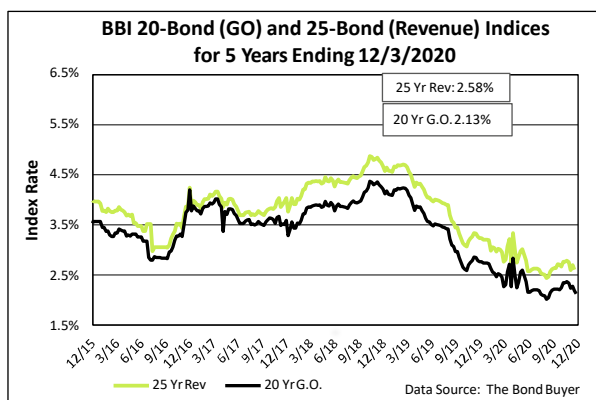
The Bonds are special obligations of the City payable solely from Net Revenues of the Electric Utility (the “Pledged Revenues”). The Pledged Revenues are defined as all gross revenues and earnings derived from the operation of the Electric Utility (the “Gross Revenues”) less operating expenses. Operating Expenses are defined as the “current expenses, paid or accrued, of operation, maintenance and repair of the Electric Utility, as determined in accordance with generally accepted accounting principles, including but not limited to administrative expenses, premiums for insurance, fuel and electric energy purchased and materials, supplies and labor needed for current operation, maintenance and repair, and charges for the accumulation of appropriate reserves for current expenses which do not recur monthly but may reasonably be expected to be incurred; but not including allowances for depreciation, interest, renewals or replacements of capital assets, transfers to other funds, or any portion of the salary or wages of any officer or employee not representing reasonable compensation for the performance of the duties necessary to the operation of the Electric Utility.” The City’s Electric Utility does not include the electric generating facilities (the “Generating Facilities”), which Generating Facilities are financed or refinanced with proceeds of certain other revenue bonds secured by the net revenues of such Generating Facilities. The net revenues of such Generating Facilities are not pledged to the payment of the Bonds.

Credit Rating

Standard & Poor's issued a rating of 'A' for the Bonds with a stable outlook. Standard & Poor's cited the Utility's strong service area economic fundamentals, strong management and very strong liquidity and reserves as credit strengths. Offsetting factors included an adequate market position, citing rates above the state average, adequate coverage metrics, when using S&P's Fixed Cost Coverage methodology, and a somewhat elevated debt to capitalization ratio, though they did cite that the ratio is expected to decrease over the plan period.

Market Conditions

Municipal market conditions remained strong leading up to the sale date, with both tax-exempt and taxable rates tracking at or near all-time historic lows. The charts below provide the five-year history for BBI20 and BBI25 tax-exempt indices, as well as the 10-year and 30-year US Treasury rate.



Sale Results

The City solicited bids for the Bonds to be submitted no later than 11am on December 9th via the Ipreo bidding platform. Prior to the conclusion of the bidding period, a total of six firms signed up to bid on Ipreo. By the conclusion of the bidding period, the City had received a total of four bids, as summarized below. The low bid was from Robert W. Baird & Co ("Baird") at a TIC of 0.7901%. The cover bid was from Northland Securities at a TIC of 0.9029%.

Bidder	TIC
Robert W. Baird & Co., Incorporated	0.7901%
Northland Securities, Inc.	0.9029%
Bernardi Securities, Inc.	0.9777%
Piper Sandler & Co.	0.9898%

We note that the winning bid was approximately 60 basis points lower than our estimated TIC of 1.3944%, and represents an exceptionally strong result for the City.

Recommendation

Our verbal recommendation to the City was to award the Bonds to Baird, which is confirmed here.

Basis of Recommendation

The winning TIC received by the City on the Bonds represents some of the lowest borrowing rates ever received by the City on any transaction. From an index perspective, spreads on the Bonds ranged from 12 to 21 basis points to the AAA MMD index, falling well within the target range for an A-rated offering of this type. The rates received on the Bonds translated into present value savings of \$267,621 or 10.7% of refunded debt service. This result exceeds the projected savings of \$186,401 or 7.6% of refunded debt service.

We welcome any questions and congratulate the City on the successful completion of this financing.

We again appreciate being of service to the City.

Respectfully,

Anton Voinov, Director
Baker Tilly Municipal Advisors

cc: Kelly Grinnell, City of Chaska

December 17, 2020

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

RE: Recommendation for Award of \$4,940,000 General Obligation State Aid Street Bonds, Series 2021A (the "Bonds")

Dear Mr. Graczyk,

This letter summarizes the results and our recommendation of the December 16th competitive sale of the Bonds.

Background, Purpose and Repayment Sources

The purpose of the Bonds was to (i) refund the City's portion of the outstanding amount of the City's General Obligation Temporary State Aid Street Bonds, Series 2019A and (ii) pay the costs of issuance.

The Bonds were structured to mature serially from 2022 through 2033 and with four subsequent term bonds, with biannual final maturities in 2035, 2037, 2039 and 2041. The Bonds are subject to early redemption commencing April 1, 2030 for all subsequent maturities.

The Bonds are being issued pursuant to Minnesota Statutes, Chapter 475 and Section 162.18. The City is issuing the Bonds to redeem \$5,190,000 of principal, plus accrued interest thereon (the "Series 2019A Refunded Bonds") of its General Obligation Temporary State Aid Street Bonds, Series 2019A, dated March 29, 2019 (the "Series 2019A Bonds"). The Bonds have been structured as a current refunding, and it is anticipated that the Series 2019A Refunded Bonds will be called and prepaid as discussed above on February 15, 2021, which is within 90 days of settlement of the Bonds.

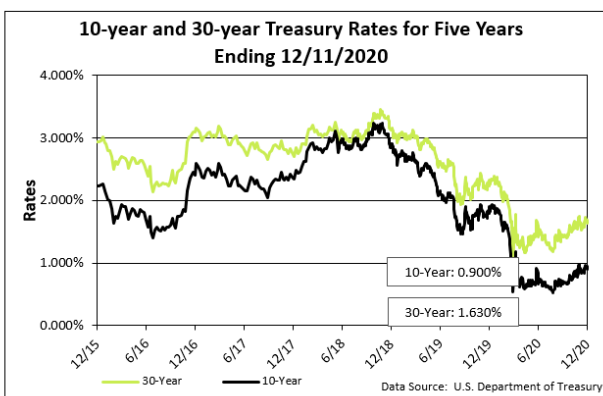
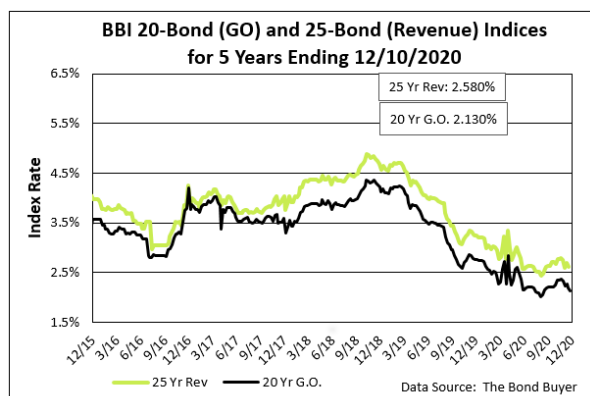
The City previously issued the Series 2019A Bonds to pay the costs of constructing the Highway 212 and CSAH 44 interchange and CSAH 44 improvement project (collectively, the "Project"). The total cost of the Project was estimated to be \$21,000,000, of which the State of Minnesota (the "State") contributed \$10,500,000; Carver County, Minnesota (the "County") contributed approximately \$5,700,000; and the City's portion was originally estimated to be \$4,800,000. The Project was completed in 2020 and the City's portion of the Project totaled \$5,190,000.

Credit Rating

Standard & Poor's issued a rating of 'AA' for the Bonds with a negative outlook. Per S&P, the negative outlook reflects the revenue pressure facing the City caused by public health and safety measures relating to the COVID-19 pandemic and recessionary pressures. Additionally, S&P noted that the City filled the fiscal 2019 budget gap with increased transfers from nonrecurring sources and reserves that were already not commensurate at the rating level, stating that the rating could be lowered during the outlook period. Currently precluding a downgrade are the City's very strong economy with a growing tax base and well-above-average incomes. City management was recognized as professional and as having articulated a plan to return to balanced operations in fiscal 2020 with current estimates showing a break-even result. Additionally, S&P noted the plan to increase reserves beginning in fiscal 2021 through a levy increase and increased enterprise transfers.

Market Conditions

Municipal market conditions remained strong leading up to the sale date, with both tax-exempt and taxable rates tracking at or near all-time historic lows. The charts below provide the five-year history for BBI20 and BBI25 tax-exempt indices, as well as the 10-year and 30-year US Treasury rate.



Sale Results

The City solicited bids for the Bonds to be submitted no later than 10am on December 16th via the Ipreo bidding platform. Prior to the conclusion of the bidding period, a total of six firms signed up to bid on Ipreo. By the conclusion of the bidding period, the City had received a total of four bids, as summarized below. The low bid was from Robert W. Baird & Co ("Baird") at a TIC of 1.2850%. The cover bid was from Northland Securities at a TIC of 1.3231%.

Bidder	TIC
Robert W. Baird & Co., Incorporated	1.2850%
Northland Securities, Inc.	1.3231%
Piper Sandler & Co.	1.3800%
Raymond James & Associates, Inc.	1.3959%

We note that the winning bid was approximately 35 basis points lower than our estimated TIC of 1.6352%, and represents an exceptionally strong result for the City.

Recommendation

Our verbal recommendation to the City was to award the Bonds to Baird, which is confirmed here.

Basis of Recommendation

The winning TIC received by the City on the Bonds represents some of the lowest borrowing rates ever received by the City on any transaction. From an index perspective, spreads on the Bonds ranged from 2 basis points *through* (below) the AAA MMD index to 50 basis points above the AAA MMD index, falling well within the target range for an AA-rated offering of this type. It is important to note the structural nuances of pricing for the Bonds. The 2022-2030 maturities were non-callable and sold with a 4% coupon, while the 2031-2041 maturities were sold as par bonds (the yield and the coupon were equal). This structure affects the pricing results when spread off the AAA MMD index, with longer-dated par bonds spreading much wider to the index than the shorter-dated premium (4% coupon) bonds. It is important to keep in mind that the AAA MMD index assumes a 5% coupon structure in all of its maturities.

We welcome any questions and congratulate the City on the successful completion of this financing.

We again appreciate being of service to the City.

Respectfully,

Anton Voinov, Director
Baker Tilly Municipal Advisors

cc: Kelly Grinnell, City of Chaska

DRAFT

**- MINUTES -
CHASKA CITY COUNCIL
November 30, 2020**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

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

Absent: None.

Also Present: Kevin Ringwald, Community Development Director; Luke Melchert, City Attorney; Noel Graczyk, Administrative Services Director; 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

5.A. COVID Pandemic Update

Dr. Richard Scott with Carver County Public Health provided an update on COVID-19 in the State and County.

Mayor Windschitl inquired if there is any insight into how some members of a household can test positive for COVID and be sick and others in the household can be negative and not get sick.

Dr. Scott explained the reason for that is still not known and continued his update.

Councilmember Huang asked where Carver County is with ICU bed capacity and available, qualified medical staff.

Dr. Scott explained Carver is currently within its surge capacity, but the larger concern is the availability of qualified medical staff.

Councilmember Huang also inquired if Carver County is experiencing retention challenges with medical staff.

Dr. Scott provided insight into that and how hospitals have benefited from traveler care.

Councilmember Huang referred to questions of hospitals benefiting economically by increase in case diagnosis and asked if that is true.

Dr. Scott noted that many CEOs of many major hospitals shared at the governor's conference how much money they are losing.

Councilmember Grau asked if there is any information regarding immunity.

Dr. Scott explained there is no definitive answer yet, but generally speaking the immunity at minimum would be 90 days.

Councilmember Hubbard asked if persons who have recovered from COVID will still be encouraged to receive a vaccination when they are available.

Dr. Scott stated he does not have an answer for that at this time.

Councilmember Hubbard inquired what the typical turnaround time for test results and if there is a testing method that is better than others.

Dr. Scott explained that nasal swab and saliva testing methods are used for diagnostics, but that both have false negatives and false positives. He explained the estimated result timeframes for different testing methods and sites.

Councilmember Grau noted the difficulty some residents experience with obtaining tests when they are asymptomatic but yet required to test.

Dr. Scott provided further clarity regarding the testing sites that do not prohibit testing for asymptomatic persons.

Mayor Windschitl inquired about the new quarantine period of 10 days.

Dr. Scott noted that he would have to check for certain but spoke to the 10 quarantine from onset of symptoms versus exposure quarantine.

6. Minutes

Motion by Councilmember Hatfield, second by Councilmember Grau to approve the minutes of the November 16, 2020 City Council meeting. Motion carried.

7. Consent Agenda

Councilmember Hatfield inquired if this would change the look of 5th Street and if there is any reason work around 6th Street bridge is limited to the bridge.

City Engineer Clark stated that as far as look, 5th Street will look much like it does across from City Hall. He also provided further clarity into the funding and logistics that allow for 6th Street bridge to be done.

Mayor Windschitl inquired of timeline for Maple Street and if there is a need for correspondence.

City Engineer Clark and City Administrator Podhradsky gave further detail regarding this. Motion by Councilmember Hubbard, second by Mayor Windschitl to approve the Consent Agenda Item A:

- A. Adopt Resolution 2020-92 2021 Downtown Reconstruction Project Feasibility Study
Motion to approve Resolution 2020-92 ordering preparation of the feasibility study for the 2021 Downtown Street/Utility Reconstruction Project.

Motion carried.

8. Action Items

8.A. City Square West Preferred Developer Process

Assistant Administrator Kabat presented the item to the Council.

The Council discussed which councilmembers would sit on this interview and the logistics of the interview.

Motion by Councilmember Huang, second by Councilmember Hubbard to appoint Councilmember Hatfield and Councilmember Grau to participate in the developer interviews to be held on December 9th, with the intent to identify a consensus recommendation to Council on December 21st. Motion carried.

City Podhradsky noted that there will be opportunity for involvement and that they are hopeful the proposed developer will attend the December 21, 2020 meeting.

9. Bills

9.A. Accounts Payable Council Roster 11-30-2020

The Council requested further information about bills on pages 1, 5, 6, 17, 18, and 20.

City Administrator Podhradsky provided further information regarding those bills.

Motion by Councilmember Huang, 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. Met Council Blue Ribbon Recommendations

10.B. City Administrator's Report

10.B.i. Biweekly 11-30-20

10.C. Other Meeting Minutes

10.C.i. Receive the Oct 14, 2020 Planning Commission Meeting Minutes.

Councilmember Huang:

- Noted there is a food distribution event on December 17 at the Gedney location and volunteers are needed.

- Updated the Council on the Met Council Blue Ribbon Recommendations Draft and noted it is a working document of what the Blue Ribbon Commission is thinking.
- Updated the Council on the potential merger of MBTA and SouthWest Transit. Councilmember Hatfield noted it would be important for the unique needs of the current SouthWest Transit service area are not lost to the larger MBTA. Mayor Windschitl agreed it is important that the identity factor remains.

Councilmember Hubbard:

- Encouraged residents to shop small this holiday season.

Councilmember Hatfield:

- Also encouraged residents to shop small and noted several specials local businesses are running.

Councilmember Grau:

- Inquired if there were any updates on the proposed development near his neighborhood. Community Development Director Ringwald gave a brief update on that timeline.
- Noted he spoke at the SouthWest Chamber Mayors Meeting and that it went well and encouraged residents to watch it and stay informed of what is going on in the area.
- Thanked the teachers and administration for their work and for how well distance learning is going.
- Thanked all the frontline healthcare and essential workers for what they are doing with the COVID pandemic and encouraged residents to continue to wear masks and social distance.

City Administrator Podhradsky:

- Noted the 100 Club virtual event is on Sunday.

Mayor Windschitl:

- Asked about a speed limit sign issue on Stoughton Avenue. City Engineer Clark stated they will look into it and agreed it needs changing.
- Encouraged residents to shop at local businesses and noted there will be outdoor events coming up.
- Noted the next Council meetings are December 7 and 21.

11. Adjourn

Motion by Councilmember Huang, second by Councilmember Hatfield to adjourn the meeting at 9:05 pm.

Motion carried.

**- MINUTES -
CHASKA CITY COUNCIL
December 7, 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, Grau, and Mayor Windschitl.
Absent: Councilmember Huang.

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

5. Visitor Presentation

5.A. Beyond New Beginnings Update

Russell St. John and Jill Engeswick with Beyond New Beginnings provided a business and program update to the Council.

Councilmember Hubbard inquired if the furniture provided by Beyond New Beginnings stays with the apartment or goes with the mother.

Ms. Engeswick replied that the furniture stays with the apartment.

Mayor Windschitl inquired if the goal is for the mothers to move out after two years.

Ms. Engeswick provided further detail regarding this and how the goals for each family may play into this.

Mayor Windschitl referred to the donates received from other states and inquired if this program is that unique and not being done anywhere else.

Mr. St. John stated there are some inner-city models but nothing else like this that he is aware of and detailed some requests they have received.

The Council expressed their excitement and support for this program.

6. Consent Agenda

Mayor Windschitl requested further detail regarding item 6.C.

City Administrator Podhradsky provided clarification of the item content.

Motion by Councilmember Grau, second by Councilmember Hubbard to approve the Consent Agenda Items A through C:

A. Adopt Resolution 2020-93, Designate Polling Locations

Motion to approve Resolution No. 2020-93 Designating Polling Place Locations for 2021 Elections.

B. 2021 Business License Renewals

Motion to approve the 2021 Business Licenses to include games of skill, refuse haulers, massage therapists, and tobacco sales along with our other permits for solicitors/peddlers/transients and golf carts effective January 1, 2021 through December 31, 2021.

C. Approve Second Amendment to Site Agreement with T-Mobile at 123 Jonathan Blvd

Motion to approve second amendment to site agreement with T-Mobile at 123 Jonathan Boulevard.

Motion carried.

7. Action Items

7.A. Truth in Taxation Public Hearing

City Administrator Podhradsky introduced the item to the Council.

Mayor Windschitl opened the public hearing at 7:36 pm.

City Administrator Podhradsky presented the item to the Council.

Mayor Windschitl inquired if there is a projection for how many homes were built in 2020.

City Administrator Podhradsky explained it will be close to 100 and continued his presentation of the item.

Councilmember Hubbard asked for further information regarding LGA.

City Administrator Podhradsky clarified the graph layout for LGA.

The Council noted that they have been looking at this information for some time.

Motion by Councilmember Hatfield, second by Councilmember Hubbard to close the Truth in Taxation Public Hearing, and to establish December 21, 2020 as the date to consider the adoption of the 2021 budget and final tax levy. Motion carried.

7.B. Adopt Resolutions 2020-94 and 2020-95 Issuance and Sale of Bonds: Series 2020F and Series 2021A

City Administrator Podhradsky introduced the item to the Council.

Administrative Services Director Graczyk presented the item to the Council.

Mayor Windschitl requested more information about the parameters for the bonds.

Administrative Services Director Graczyk provided further detail regarding how the parameters work in respect to issuance.

Mayor Windschitl asked if there is a chance there will be a better market in February 2021.

Administrative Services Director Graczyk stated the interest rates are great right now, and there is a likelihood of increased competition at the start of the year and thus higher rates.

Per request of Councilmember Hubbard, Administrative Services Director Graczyk gave further explanation regarding the rating of the electrical utility.

Motion by Councilmember Hubbard, second by Councilmember Hatfield to adopt Resolution No. 2020-94 authorizing issuance and establishing pricing committee to award sale for Electric Utility Revenue Refunding Bonds, Series 2020F. Motion carried.

Motion by Councilmember Grau, second by Councilmember Hatfield to adopt Resolution No. 2020-95 authorizing issuance and establishing pricing committee to award sale for General Obligation Sate Aid Street Bonds, Series 2021A. Motion carried.

7.C. Adopt Resolution 2020-96 Approving Professional Engineering Services Agreement for the TH 41/CSAH 44 Improvements

City Administrator Podhradsky presented the item to the Council.

Mayor Windschitl inquired if there were other bids.

City Administrator Podhradsky stated there were not.

Councilmember Grau looked to confirm that despite no other bids, Staff are confident this is a fair bid from Bolton & Menk.

City Administrator Podhradsky and City Engineer Clark stated it is consistent with what they would expect.

Mayor Windschitl asked for clarification on the preliminary layout for the interior alleyway alongside Chasers and the bank.

City Engineer Clark spoke further regarding that plan.

Councilmember Hubbard asked what the timeline is for the project.

City Administrator Podhradsky clarified that timeline.

Motion by Councilmember Hatfield, second by Councilmember Grau to adopt Resolution No. 2020-96, approving the professional engineering services agreement for the TH 41/CSAH 61 Improvements in Historic Downtown Chaska. Motion carried.

8. Bills

8.A. Accounts Payable Council Roster 12-7-2020

The Council requested further information about bills on pages 6, 15, and 17.

City Administrator Podhradsky provided further information regarding those bills.

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

9. Other Business

9.A. City Administrator's Report

9.B. Biweekly 12-7-2020

Councilmember Grau:

- Thanked the City for the Truth in Taxation meetings.

Councilmember Hubbard:

- Noted there is some great programming through the Parks Department and Community Center including the Trim the Tree and Stroll Around the Park events.
- Noted the Hero and Helpers event is coming up this weekend.

Councilmember Hatfield:

- Noted there is a food shelf donation in relation to the Tree Stroll event.
- Noted the Governor released new CDC recommendations for quarantine protocol.
- Encouraged residents to check out her public Facebook page where she recaps City Council Meetings.
- Asked where things are with Commission applications. Assistant Administrator Kabat provided an update regarding that timeline. Councilmember Grau encouraged Staff to ensure no technical barriers prevent residents from applying. Mayor Windschitl inquired if it is known how many people are leaving the commissions due to timing out. Assistant Administrator Kabat noted he would get this information to the Council.
- Noted the Human Rights Award nominations are due December 11, 2020.
- Asked if there is any feedback regarding the chickens. City Administrator Podhradsky state that there is a lot of feedback and a work session will follow.

City Administrator Podhradsky:

- Noted the Santa Clause parade will be held December 23, 2020 at 4:30-7pm and that a map of the parade will be posted.

Mayor Windschitl:

- Inquired how remodel projects were coming. Assistant Administrator Kabat gave a brief update on where things are with those. Councilmember Hubbard asked where the automatic doors are located at the Community Center. Assistant Administrator Kabat stated they are at the main entrance and ice rink and getting finished up.
- Noted the Tree Stroll is December 1st through 31st and gave further details regarding other events occurring.
- Noted that Chaska Santa is collecting for Toys for Tots and looking for volunteers.
- Noted there has been a good feedback regarding the Blue Ribbon Commission's report.
- Stated he is excited to see signs for future road expansion on the dead-end cul-de-sacs.

10. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Hubbard to adjourn the meeting at 10:01 pm. Motion carried.

REQUEST FOR ACTION CHASKA CITY COUNCIL 12-21-2020

Subject: Lease Agreement with Red Beard, LLC dba Oak 19

Prepared By: John Kellin, Head Golf Professional

Background

In 2016 the Town Course Grille was leased to Red Beard, LLC dba Oak 19, and Oak 19 became the restaurant's legal name with a lease agreement term of 60 months. Under this lease, rent was based on 10.5% of alcohol related gross sales and 5.5% of all other gross sales.

Update

Since that time Red Beard, LLC has improved the Food and Beverage operation of the restaurant facility allowing Oak 19 to thrive and provide the best service to customers of the Town Course and the entire Chaska community. However, while sales have been good, costs of food and labor continue to rise. These increased costs along with all of the COVID restrictions, brought Oak 19 to us to discuss new terms of the lease.

Staff has worked diligently with Red Beard, LLC to revise the lease agreement to benefit both parties. In February of 2020, negotiations were made to renew the lease for another 5 years before the 2020 golf season started. We were talking between 5% and 6% when COVID happened and everything shut down. As nothing had been executed when golf courses were allowed to open, we verbally settled on a flat 5.5% for the season. Staff met again with Red Beard, LLC this November and agreed that a flat 6% rent for the term of the lease would work best for both parties.

Recommendation

Staff recommends approval of the lease agreement at a flat 6% of gross sales.

CITY COUNCIL ACTION REQUESTED

Motion to approve the renewal of the lease agreement of the Town Course Grille space to Red Beard, LLC dba Oak 19.

LEASE AGREEMENT

THIS LEASE AGREEMENT, is made this _____ day of _____, 2021, by and between the City of Chaska, a municipal corporation organized under the laws of the State of Minnesota, located at One City Hall Plaza, Chaska, Minnesota 55318 ("Landlord"), and Red Beard, LLC dba Oak 19, a corporation organized under the laws of the State of Minnesota, ("Tenant").

ARTICLE 1 – GRANT OF LEASE

1.01 Landlord hereby demises and leases the Premises to Tenant and Tenant hereby leases and accepts the Premises from Landlord, to have and to hold during the Term, subject to the terms and conditions of this Lease.

1.02 Landlord shall warrant and defend Tenant in the quiet enjoyment and possession of the Premises during the Term, subject to the terms and conditions of this Lease.

1.03 Landlord covenants to observe and perform all of the terms and conditions to be observed and performed by Landlord under this Lease. Tenant covenants to pay the Rent when due under this Lease and to observe and perform all of the terms and conditions to be observed and performed by Tenant under this Lease.

1.04 "Premises" means the spaces identified on Exhibit "A" attached to this Lease. The Building containing the Premises shall be located at 3000 Town Course Drive, Chaska, Minnesota, on real property described as Outlot F, Chaska Town Course. In addition to the Premises, Landlord shall provide a paved parking area adjacent to the Building containing not less than 180 parking spaces for the non-exclusive use of Tenant.

1.05 Tenant shall have the right to use, for the purpose of access to the Premises, and in connection with the operation of Tenant's business on the Premises, all corridors, stairways, and vestibules in the Building. Occupants and business invitees in the Building shall have the right to use, as required for the purpose of access to parts of the Building not within the Premises, all corridors, stairways, foyers, lobbies, entries, vestibules, and other reasonable passage way areas in the Premises.

ARTICLE 2 – TERM AND POSSESSION

2.01 Term. The Term of this Lease shall be 60 months beginning on January 1st, 2021, and ending on December 31st, 2026 unless terminated earlier as provided in this Lease. The Term of shall be extended an additional 60 months if agreed upon by both the Lessor and Lessee prior to the termination date.

ARTICLE 3 – IMPROVEMENTS AND PERSONAL PROPERTY

3.01 Ownership. Landlord is the owner of kitchen fixtures and equipment, tables, chairs, lobby furniture, and other personal property and fixtures, all as listed in Exhibit "A". All of the property described on Exhibit "A" shall remain at the Premises for Tenant's use and is leased to Tenant during the Term of this Lease. This property shall be maintained in a good condition and kept in good repair by the Tenant as is reasonably necessary to maintain the individual inventory. All repair costs shall be paid for by the

Landlord as provided in Sections 6.05 and 6.06. Tenant shall, at its own expense, provide all other personal property, including point of sale systems, required to operate a catering operation and bar and grill.

3.02 Improvements. Landlord shall work with Tenant on any mutually agreed upon improvements needed to the grille in order to better serve customers. Improvements will be paid for by the Landlord and will be owned by the Landlord.

3.03 ATM. Tenant has first right to install its own ATM. If the premise is void of an ATM for any period longer than 30 days, the Landlord shall have the right to replace the Tenant's ATM with its own ATM for an indefinite period of time.

ARTICLE 4 – USE OF PREMISES

4.01 Use. The Premises shall be used and occupied only as a bar, grill, banquet facility and catering business open to the public or for such any other purpose as Landlord and Tenant authorize. It is the understanding between the Landlord and Tenant that the operation and maintenance of the bar, grill, and banquet room is intended to be and is contemplated to be a quality endeavor both as to the product and the manner in which the product is served.

4.02 Operation. Tenant shall operate the bar and grill generally as outlined in the Chaska Town Course Grille Business Plan dated August 28, 2015.

4.03 Opening Time. Tenant shall have the option as to how early or late to be open for business, except that without written authority from Landlord, Tenant shall be open for business at a minimum from the first opening day of the Course in the Spring to the last day before closing in the fall. During the day, the Tenant shall be open 30 min prior to first tee time and shall close no earlier to when the last golfer is off the course.

4.04 Liquor. Tenant shall apply for and maintain, at Tenant's expense, an on-sale intoxicating liquor license for the Premises and the golf course area of Outlot F, Chaska Town Course. Tenant shall further maintain dram shop insurance as required by Section 8.02. During the term of the Lease the Tenant shall be responsible for paying 50% of the normal City of Chaska on-sale liquor license and the Landlord shall be responsible for the 50% of the license.

4.05 Winter Months. During the winter months, same being November 1 through March 31, the booking and scheduling of events shall be the responsibility of Tenant. At any event scheduled during the winter months, Tenant, or its duly authorized representative, shall be in attendance, save and except for events sponsored solely by the City of Chaska; **and in such event the City of Chaska shall be responsible for the maintaining and cleaning of the premises.** For scheduled City events, the City will reserve the right to utilize the facility at no charge.

4.06 Catering. No on-premises catering shall be conducted from April 1 to November 1 without written authorization of Landlord unless at least 50% of those eating at a function have also played golf.

4.07 Compliance with Laws. The Premises shall be used and occupied in a

Safe, careful, and proper manner so as not to contravene any present or future governmental or quasi-governmental laws, regulations, or orders, or the requirements of Landlord's insurance carriers.

4.08 Abandonment. Except as provided in Section 4.01, Tenant shall not vacate or abandon the Premises or cease to operate the banquet facilities, bar, grill, or catering operation at any time during the Term without Landlord's written consent.

4.09 Nuisance. Tenant shall not cause or maintain any nuisance in or about the Premises and shall keep the Premises free of debris, rodents, vermin, insects, and anything of a dangerous, noxious or offensive nature or which would create a fire hazard (through undue load on electrical circuits or otherwise) or undue vibration, heat, or noise. **Landlord shall contract with a vendor engaged in the business of pest control and shall periodically, on an as needed basis, cause said vendor to perform services at, in, or around the building upon which the demised premises are located. Said vendor shall estimate the cost of providing such services on the demised premises only and Tenant shall be responsible for and pay to Landlord one-half of the cost of such services performed on the demised premises.**

4.10 Cooking. Any cooking or bar equipment requiring the use of steam, heat, or electricity, other than as listed on Exhibit "A", must be approved writing by Landlord.

4.11 Vending Machines. Tenant, may with the written permission of the Landlord, install food, candy, or beverage vending machines within the Building or any such places on Outlot F, Chaska Town Course, as may be approved by Landlord; and, if any such vending machines are installed, same shall be maintained by Tenant and Tenant shall keep same in a good and orderly condition and any sales therefrom shall be included in "Gross Sales".

ARTICLE 5 – RENT

5.01 Annual Rent. During the Lease, Tenant shall pay as Rent:

The following percent of all gross sales for each calendar year during the Term of this Lease from the bar, grille, and banquet facility:

1. **6%** of the alcohol and non-alcohol related grille sales, concessions and on/off premise catering service.

On the fifteenth day of each month during the Lease term, commencing January 15th, 2021, and the fifteenth day of the month following the expiration or termination of this Lease, the gross sales for the previous month shall be calculated for each of the above categories by Tenant and the Rent due shall be paid and Tenant shall certify in writing the amount of gross sales for each of the above categories and any detail reasonably requested by Landlord.

5.02 Certification of Gross Sales. Within 30 days after the end of each calendar quarter, Tenant shall deliver to Landlord a compilation statement prepared by a certified public accountant and sworn to by all officers and shareholders of Tenant setting forth the income statement, balance sheet, and gross sales made on or from the leased property in such calendar quarter. If the amount of gross sales for the calendar quarter set forth on such certificate differs from the total amount set forth on Tenant's monthly

statements, Tenant shall pay the amount of underpayment or Landlord shall refund the amount of overpayment of Rent, as the case may be, without interest within 30 days after the date of delivery of the certificate. If Landlord disagrees with the accuracy of the certificate, Landlord in its discretion may refer the disagreement to another certified public accountant mutually acceptable to Landlord and Tenant, who shall be deemed to be acting as an expert and not an arbitrator. A determination on the accuracy of the certificate of gross sales, signed by the expert, shall be final and binding on both Landlord and Tenant. Any payment required to be made by Landlord or Tenant by reason of any such determination shall be made within 14 days after the determination. The party required to make payment by reason of such a determination shall bear all costs of the expert making such a decision.

5.03 Gross Sales. The term "gross sales" shall mean all of Tenant's receipts from the conduct of all business, including catering, upon the leased premises and also sales of beer and wine on the golf course area of Outlot F of Chaska Town Course, together with any and all receipts from vending machines, without being limited to, the gross sales of merchandise at or supplied from the leased premises, whether sold for cash or on a charge or credit basis, all charges for the rendition of service on or supplied from the leased premises, and all sales and business of any licensees or concessionaires operating upon the leased premises. Amounts shall be included in gross sales even though payment of the bill for such sales or services is transferred to another location for collection or deliveries pursuant to such sales or performance of such services are affected outside of the leased premises. Amounts attributable to merchandise delivered or services performed upon the leased premises, though contracted for elsewhere, shall be included in gross sales.

5.04 Excluded Receipts. In computing gross sales there shall be deducted the amount of credit card commissions and all taxes payable by the seller on the sale of merchandise or services in or from the leased premises under any federal, state or local law levying or imposing a tax upon the sale of merchandise or services. In computing gross sales there may also be excluded or deducted receipts from the sale on the leased premises of meals to Tenant's employees in the course of their employment, any service of such employees' receiving tips or gratuities from Tenant's patrons and the proceeds of the sale of any of Tenant's fixtures, equipment, or bulk sale of inventory or supplies, used upon the leased premises. In computing gross sales, there shall also be deducted the amount of any customer credits or allowances from coupons or promotional discounts.

5.05 Books and Records. Tenant shall maintain with respect to the business transacted in or from the leased premises the same books and records as may from time to time during the Term of this Lease be generally kept with respect to restaurant and catering businesses. Such books and records shall be maintained **by Tenant and be available for inspection at reasonable times as requested by Landlord** and shall be preserved for the same length of time as may be the general practice employed with respect to other restaurant and catering businesses. The books and records in any event shall be maintained according to generally accepted accounting principles and shall contain sufficient information to permit a calculation of gross sales. Landlord shall have the right to examine, during regular business hours at the Premises, all books and records of Tenant in any way pertaining to business transacted in or from the leased premises. Landlord may also examine at the office of the leased premises such sales reports or other records as may be maintained by Tenant with respect to gross sales.

5.06 Cash Register Records. The restaurant and catering business operated by Tenant on the leased premises shall employ tape recording cash registers or such other sales-recording devices commonly used in lieu thereof, provided such other device make a permanent written record of each sale, **and shall preserve such recordings for a period of one year.** No sale of any merchandise or service will be made by Tenant without recording the amount paid therefore on such cash register or other recording device. Landlord may at all times during business hours of the store on the leased premises take readings of such cash register or other recording device and observe the operation of the recording of sales thereon.

5.07 Tax Returns. Tenant shall furnish Landlord with a copy of its monthly Minnesota Sales Tax Return and authorizations permitting Landlord to examine and obtain copies of any and all Sales Tax Returns filed with the State of Minnesota. Tenant shall deliver a copy of its monthly Minnesota Sales Tax Return to Landlord within fifteen days after the end of the preceding month. Tenant shall also deliver to Landlord a copy of its Federal Income Tax Return by April 30th of each year. For each month in which Tenant fails to meet its bookkeeping and disclosure requirements under this Article 5, Tenant's Rent under Section 5.01 shall be increased by \$250.00 and Landlord may at its option declare Tenant in default under Article 14.

5.08 Landlord's Examination Costs. If upon any examination by Landlord of the books or records of Tenant an error shall be revealed in favor of Landlord which results in there being due to Landlord additional percentage rental in excess of \$500.00, then the reasonable cost of such examination shall be paid by Tenant to Landlord.

5.09 Relationship of Parties. Nothing contained in this Lease shall be construed as creating a partnership or joint venture between Landlord and Tenant or between Landlord and any other party, or cause Landlord to be responsible in any way for the debts or obligations of Tenant or any other party.

5.10 Payment of Rent – General. All amounts payable by Tenant to Landlord under this Lease shall be deemed to be Rent and shall be payable and recoverable as Rent in the manner herein provided, and Landlord shall have all rights against Tenant for default in any such payment as in the case of arrears of Rent. Rent shall be paid to Landlord without deduction or set-off at the address of Landlord as set forth in the beginning of this Lease, or to such other person or at such other address as Landlord may from time to time designate in writing. Tenant's obligation to pay Rent shall survive the expiration or earlier termination of this Lease.

ARTICLE 6 – SERVICES, MAINTENANCE, REPAIR, AND ALTERATIONS BY LANDLORD

6.01 Operation of Building. During the Term of this Lease, Landlord shall operate and maintain the Building in accordance with all applicable laws and regulations and the requirements of Landlord's insurance carriers.

6.02 Services to Premises. Landlord shall provide (and Tenant shall contribute to the payment of expenses as provided in Section 6.06 in the Premises):

1. Heat, ventilation and cooling as required for the comfortable use and occupancy of the Premises during normal business hours.
2. Electric power.

2. Domestic running water.
3. Maintenance, repair and replacement as set out in Section 6.05.
4. Two on-course beverage cart.

6.03 Building Services. Landlord shall provide in and around the building:

1. Access to and egress from the Premises.
2. Heat, ventilation, cooling, lighting, electric power, domestic running water, and janitor service in those areas of the Building required by Tenant for access to the Premises during normal business hours of Tenant, but under the exclusive control of Landlord.
3. Sidewalk and parking lot maintenance and snow removal and maintenance of the exterior of the Building. Provided, however, that sidewalk cleaning and snow removal shall be provided by Landlord only during regular City of Chaska City Hall business hours.
4. Maintenance, repair, and replacement as set out in Section 6.05.

6.04 Sidewalk and Parking Lot Maintenance and Maintenance of the Exterior of the Building. During the winter time, Landlord shall remove snow from at least 75 parking stalls in the parking lot within 24 hours after commencement of snow removal operations subsequent to a snowfall; and remove snow from the sidewalks within 48 hours of commencing snow removal operations subsequent to a snowfall.

6.05 Maintenance, Repair, and Replacement by Landlord. Except as provided in Section 6.06, Landlord shall operate, maintain, repair, and replace the systems, facilities and equipment necessary for the proper operation of the Building and for the provision of Landlord's services under Section 6.02 and 6.03 and shall be responsible for and shall expeditiously maintain and repair the foundations, structure, and roof of the Building, concealed plumbing, electrical, gas and sewer lines, provided that Landlord shall have a reasonable time in which to complete the necessary repair or replacement and that Landlord shall use reasonable diligence in carrying out its obligations but shall not be liable under any circumstances for any consequential damage to any person or property for any failure to do so. No interruption of such services under this Section 6.05 shall be construed as an eviction of Tenant except as otherwise specifically provided in this Lease, or release Tenant from any obligation of Tenant under this Lease. This Section is subject to the provisions of this Lease pertaining to damage by fire or other casualty.

6.06 Maintenance and Repair of Furniture, Fixtures, and Equipment by Tenant; Operating Expenses; Cleaning Services; Sidewalks. Tenant shall:

1. Maintain all equipment, furnishings, and trade fixtures used on the Premises as set forth in Exhibit "C" in a good, clean and sanitary condition; and any repairs required to be made to any of those items set forth in said Exhibit "C" shall cause to be made by Tenant. The cost of such repairs to items set forth in said Exhibit "C" shall be paid for by Landlord but no such repairs shall be made unless prior approval therefore is given by Landlord. (Repairs to be paid for by Landlord are contemplated to be the larger repair items which are necessary for the Tenant to conduct its business on the

Premises; and, the minor day-to-day repairs are to be made and paid for by Tenant).

2. Provide janitor and cleaning services as reasonably required to keep the Premises in a clean and wholesome condition, and in compliance with all applicable license requirements and regulations.
3. Provide such sidewalk cleaning and snow removal as may be necessary during hours in which cleaning and snow removal are not provided by the Landlord pursuant to Section. 6.03 if the Tenant elects to open the facility.
4. **Landlord shall be responsible for the cleaning of exterior window surfaces, interior window surfaces one-time in the restaurant area at Spring, as well as the restroom facilities.**

6.07 Alterations by Landlord. Landlord may from time to time:

1. Make repairs, replacements, changes, or additions to the structure, system and facilities in the Premises where necessary to serve the Premises or other parts of the building.
2. Make changes in or additions to any part of the Building not included in the Premises.

ARTICLE 7 – MAINTENANCE, REPAIR AND ALTERATIONS OF TENANT, IMPROVEMENTS BY TENANT

7.01 Condition of Premises. Except to the extent that Landlord is specifically responsible therefore under this Lease, Tenant shall maintain the Premises and all improvements therein in good order and condition, including:

1. Repainting and redecorating the Premises and cleaning draperies and carpets at reasonable intervals as needed shall be the obligation of Landlord.
2. Making repairs and maintenance of the leased premises shall be the obligation of Tenant **including the replacement of any windows damaged or broken by Tenant, its agents, employees, or business invitees.** If Tenant fails to perform these obligations, then on thirty (30) days' notice to Tenant, Landlord may enter the Premises and perform such obligation without liability to Tenant for any loss or damage to Tenant and Tenant shall pay Landlord for the cost thereof within ten (10) days of receipt of Landlord's invoice therefore.

7.02 Alterations by Tenant. Tenant may from time to time at its own expense make changes, additions, and improvements in the Premises to better adapt the same to its business, provided that any such change, addition, or improvement shall:

1. Comply with the requirements of any governmental authority and with the requirements of Landlord's insurance carriers.
2. Be made only with the prior written consent of Landlord.

3. Be carried out only by persons selected by Tenant and approved in writing by Landlord under terms and conditions reasonably required by Landlord.

7.03 Trade Fixtures and Personal Property. Tenant may install on the Premises its usual trade fixtures and personal property in a proper manner, providing that no such installation shall interfere with or damage the mechanical or electrical systems or the structure of the Building. If Tenant is not then in default hereunder, trade fixtures and personal property installed on the Premises by Tenant (other than those referenced in Section 6.03) may be removed from the Premises from time to time in the ordinary course of Tenant's business or alteration of the Premises by Tenant, and during a reasonable period prior to the expiration of the Term, provided that Tenant promptly repairs at its own expense any damage to the Premises or Building resulting from such installation or removal. (Repairs of any of the textures or personal property as set forth in this Section 7.03 shall be at Tenant's expense).

7.04 Mechanic's Liens. Tenant shall pay before delinquency occurs all costs for work done or caused to be done by Tenant to the Premises which could result in a lien or encumbrance on Landlord's interest in the land or Building or any part thereof, and shall keep the title to the land or Building and every part thereof free and clear of any lien or encumbrance in respect of such work, and shall indemnify and hold harmless Landlord against any claim, loss, costs, demand in legal or other expense arising out of the supply of material, services, or labor for such work.

7.05 Signs. No exterior signs shall be permitted unless approved by the Landlord. All interior Tenant signs and fixtures must be approved by Landlord.

ARTICLE 8 – INSURANCE

8.01 Landlord's Insurance. During the Term, Landlord shall maintain boiler and machinery insurance, comprehensive general liability and fire insurance with extended coverage on the Building. Landlord shall also provide business personal property insurance for personal property at the Premises owned by Landlord.

Policies for such insurance shall waive any right of subrogation against Tenant and all individuals and entities to whom Tenant is responsible in law.

8.02 Tenant's Insurance. During the Term, Tenant shall maintain, at its own expense, comprehensive general liability insurance for Tenant's business in an amount not less than \$1 million combined single limit. Tenant shall also maintain workers compensation insurance covering its employees, and business personal property insurance for personal property owned by Tenant in accordance with Minnesota Law. Tenant shall also maintain, at its own expense, liquor liability insurance in an amount not less than \$500,000.00 combined single limit. Tenant shall cause Landlord to be named as an additional insured on all policies.

Policies for such insurance shall be in a form and with an insurer reasonably acceptable to Landlord and shall require at least thirty (30) days written notice to Landlord of termination or material alteration during the Term and shall waive any right of subrogation against Landlord and all individuals and entities to whom Landlord is

responsible in law. Tenant shall deliver on the commencement of the Term and on each anniversary thereof to Landlord copies of other evidence of such policies.

ARTICLE 9 – ASSIGNMENT AND SUBLETTING

9.01 Prohibition. Tenant may not without the prior written consent of Landlord assign or sublet all or any part of the Premises. Any such assignment or subletting which is permitted by Landlord shall not release Tenant of its obligations under this Lease unless such release is specifically granted by Landlord to Tenant in writing.

ARTICLE 10 – SURRENDER

10.01 Possession. Upon the expiration or other termination of the Term, Tenant shall immediately quit and surrender possession of the Premises in substantially the condition in which Tenant is required to maintain the Premises excepting only reasonable wear and tear and shall thoroughly clean the walls and floors. Upon such surrender, all right, title, and interest of the Tenant in the Premises shall cease.

10.02 Trade, Fixtures, Personal Property, and Improvements. Subject to Tenant's rights under Section 7.03, after the expiration or other termination of the Term, all of Tenant's trade fixtures, personal property, and improvements remaining in the Premises shall be deemed conclusively to have been abandoned by the Tenant and may be appropriated, sold, destroyed, or otherwise disposed of by Landlord without notice or obligation to compensate Tenant or to account therefore, and Tenant shall pay to Landlord on written demand all costs incurred by Landlord in connection therewith.

ARTICLE 11 – HOLDING OVER

11.01 Month to Month Tenancy. If without Landlord's written consent Tenant remains in possession of the Premises after the expiration or other termination of the Term, Tenant shall be deemed to be occupying the Premises on a month to month tenancy only, and shall pay Rent equal to the Rent as determined in accordance with Article 5 for option period, or such other Rent as is stated in such written consent. Such month to month tenancy may be terminated by Landlord or Tenant on the first day of any calendar month by delivery of at least thirty (30) days advance written notice of termination to the other.

11.02 Tenancy at Sufferance. If without Landlord's written consent Tenant remains in possession of the Premises after the expiration or other termination of the Term, Tenant shall be deemed to be occupying the Premises upon a tenancy at sufferance only, at a monthly Rent equal to 1.5 times the Rent determined in accordance with Article 5. Such tenancy at sufferance may be terminated by Landlord at any time by notice of termination to Tenant and by Tenant on the last day of any calendar month by at least thirty (30) days advance written notice of termination to Landlord.

ARTICLE 12 – DAMAGE BY FIRE OR OTHER CASUALTY

12.01 Limited Damage to Premises. If all or part of the Premises are rendered untenantable by damage from fire or other casualty which, in the reasonable opinion of an architect selected by Landlord and approved by Tenant, can be substantially repaired under applicable laws and governmental regulations within 120 days from the date of such casualty (employing normal construction methods without overtime or other

premium), Landlord shall forthwith at its own expense repair such damage including damage to equipment, furniture, trade fixtures, and other chattels owned by Landlord, but excluding damage to improvements, furniture, chattels or trade fixtures owned by Tenant, which shall be repaired forthwith by Tenant at its own expense.

12.02 Major Damage to Premises. If all or part of the Premises are rendered untenable by damage from fire or other casualty which, in the reasonable opinion of an architect acceptable to the Landlord and Tenant, cannot be substantially repaired under applicable laws and government regulations within 120 days from the date of such casualty (employing normal construction methods without overtime or other premium), then either Landlord or Tenant may elect to terminate this Lease as of the date of such casualty by written notice delivered to the other not more than ten (10) days after receipt of such architect's opinion, failing which Landlord shall forthwith at its own expense repair such damage other than damage to improvements, furniture, chattels or trade fixtures, which shall be repaired forthwith by Tenant at its own expense.

12.03 Abatement. If Landlord is required to repair damage to all or part of the Premises under Sections 12.01 and 12.02, the Rent payable by Tenant hereunder shall be proportionately reduced to the extent that the Premises are thereby rendered untenable from the date of such casualty until five (5) days after the completion by Landlord of the repairs to the Premises (or the part thereof rendered untenable) or until Tenant again uses the Premises (or the part thereof rendered untenable) in its business, whichever first occurs.

12.04 Major Damage to Building. If all or a substantial part (whether or not including the Premises) of the Building is rendered untenable by damage from fire or other casualty to such a material extent that in the reasonable opinion of Landlord the Building must be totally or partially demolished, whether or not to be reconstructed in whole or in part, Landlord may elect to terminate this Lease as of the date of such casualty (or on the date of notice if the Premises are unaffected by such casualty) by written notice delivered to Tenant not more than sixty (60) days after the date of such casualty.

12.05 Limitation on Landlord's Liability. Except as specifically provided in this Article 12, there shall be no reduction of Rent and Landlord shall have no liability to Tenant by reason of any injury to or interference with Tenant's business or property arising from fire or other casualty, howsoever caused, or from the making of any repairs resulting therefrom in or to any portion of the Building or the Premises. Notwithstanding anything contained herein, Rent payable by Tenant hereunder shall not be abated if the damage is caused by an negligence of Tenant, its agents, servants, or employees.

12.06 Demolition or Substantial Renovation. Notwithstanding anything contained in this Lease, Landlord may terminate this Lease at any time if it is Landlord's intention to demolish or substantially renovate the Building. Landlord will give Tenant twelve (12) calendar months notice of termination of the Lease.

ARTICLE 13 – NOTICES

13.01 Notices. Any notice from one party to the other hereunder shall be in writing and shall be deemed duly served if delivered personally to a responsible employee of the party being served, or if mailed by registered or certified mail addressed to Tenant at the Premises (whether or not Tenant has departed from, vacated, or abandoned the

same) or to Landlord at the place from time to time established for the payment of Rent. Any notice shall be deemed to have been given at the time of actual receipt or, if mailed, three (3) days after the date of mailing thereof. Either party shall have the right to designate by notice, in the manner above set forth, a different address to which notices are to be mailed.

ARTICLE 14 – DEFAULT

14.01 Late Payment. Tenant shall pay monthly to Landlord a late charge of 4% on all Rent required to be paid hereunder which is more than ten (10) days over due when paid. Tenant shall indemnify Landlord against all costs and charges (including legal fees) lawfully and reasonably incurred in enforcing payment thereof, and in obtaining possession of the Premises after default of Tenant or upon expiration or earlier termination of the Term of this Lease, or in enforcing any covenant, provision, or agreements of Tenant herein contained.

14.02 Right of Landlord to Perform Covenants. All covenants and agreements to be performed by Tenant under any of the terms of this Lease shall be performed by Tenant, at Tenant's sole cost and expense, and without any abatement of Rent. If Tenant shall fail to perform any act on its part to be performed hereunder, and such failure shall continue for thirty (30) days after notice thereof from Landlord, Landlord may (but shall not be obligated so to do) perform such act without waiving or releasing Tenant from any of its obligations relative thereto. All sums paid or costs incurred by Landlord in so performing such acts under this Section 14.02, together with interest thereon at the rate of 10% per year from the date each such payment was made or each such cost incurred by Landlord, shall be payable by Tenant to Landlord on demand.

14.03 Events of Default. The following events shall be deemed events of default by Tenant under this Lease:

1. Part or all of the Rent hereby required is not paid within 10 days of when due, or
2. Any goods, chattels, or equipment of Tenant is taken in execution or in attachment, or a writ of execution is issued against Tenant, or
3. Tenant becomes insolvent or commits an act of bankruptcy or becomes bankrupt or takes the benefit of any statute that may be in force for bankrupt or insolvent debtors or becomes involved in voluntary or involuntary winding up proceedings or if a receiver shall be appointed for the business, property, affairs, or revenues of Tenant, or
4. Tenant moves or commences, attempts, or threatens to move its goods, chattels, and equipment out of the Premises (other than in the normal course of its business) or ceases to conduct business from the Premises, or
5. Tenant fails to observe, perform, and keep each and every of the covenants, agreements, provisions, stipulations, and conditions herein contained to be observed, performed, and kept by Tenant (other than payment of Rent).

Any shorter period for cure provided by law notwithstanding, and in lieu thereof, Tenant may cure any default under Section 14.03 (3) at any time within five (5) days after written notice of default is received by Tenant from Landlord; and Tenant may cure any default under Section 14.03 (5) above, within thirty (30) days after written notice of

default is received by Tenant from Landlord, provided that if such non-monetary default is curable but is of such a nature that the cure cannot be completed within thirty (30) days, Tenant shall be allowed to cure the default if Tenant promptly commences the cure upon receipt of the notice and diligently prosecutes the same to completion as promptly as reasonably possible thereafter.

Landlord's notice of default may be accomplished by, and shall not be in addition to, any notice required by law.

14.04 Remedies Upon Default. Upon the occurrence of any event of default by Tenant, Landlord shall have, in addition to any other remedies available to Landlord under this Lease or at law or in equity, the option to pursue any one or more of the following remedies (each and all of which shall be cumulative and non-exclusive) without any notice or demand whatsoever:

1. Terminate this Lease, in which event Tenant shall immediately surrender the Premises to Landlord, and if Tenant fails to do so Landlord may, without prejudice to any other remedy which it may have for possession or arrearages in Rent, and as allowable by law enter upon and take possession of the Premises and expel or remove Tenant and any other person who may be occupying the Premises or any part thereof. Tenant hereby waives any rights it may have to make any claim or assess any damages against Landlord for such entry and/or expulsion and Landlord may recover from Tenant the following:
 - A. Any unpaid Rent which has been earned at the time of such termination; plus
 - B. The amount of any unpaid Rent which would have been earned after termination until the time of award; plus
 - C. The amount of any unpaid Rent for the balance of the Term after the time of award; plus
 - D. Any other amount necessary to compensate Landlord for all the detriment approximately caused by Tenant's failure to perform its obligations under this Lease or which in the ordinary course of things would be likely to result therefrom, specifically including but not limited to brokerage commissions, advertising expenses, and legal fees incurred, expenses of remodeling Premises or any portion thereof for a new tenant, whether for the same or a different use, and any special concessions made to obtain a new tenant; and
 - E. At Landlord's election, such other amounts in addition to or in lieu of the foregoing as may be permitted from time to time by applicable law.

The term "Rent" as used in this Section 14.01 (1) shall be deemed to be and to mean all sums of every nature required to be paid by Tenant pursuant to the terms of this Lease, whether to Landlord or to others.

2. If Landlord does not elect to terminate this Lease on account of any default by Tenant, Landlord may, from time to time, without terminating this Lease, enforce all of its rights and remedies under this Lease, including the right to recover all Rent as it becomes due.

14.05 Surrender of Premises. Upon the expiration of the Term of this Lease, Tenant shall, subject to the provisions of this Article 14, quit and surrender possession of the Premises to Landlord in as good order and condition as when Tenant took possession and as thereafter improved by Landlord and/or Tenant, reasonable wear and tear and repairs which are specifically made the responsibility of Landlord hereunder excepted. Upon such expiration or termination, Tenant shall, without expense to Landlord, remove or cause to be removed from the Premises all debris and rubbish, and such items of furniture, equipment, free-standing cabinet work, movable partitions and other articles of personal property owned by Tenant or installed or placed by Tenant at its expense on the Premises, and such similar articles of any other persons claiming under Tenant, as Landlord may, in its sole discretion, require to be removed, the Tenant shall repair at its own expense all damage to the Premises and Building resulting from such removal.

14.06 Disposition of Personal Property. Whenever Landlord shall re-enter the Premises as provided in this Lease, any personal property of Tenant not removed by Tenant upon the expiration of the Term of this Lease, or within 48 hours after a termination by reason of Tenant's default as provided in this Lease, shall be deemed abandoned by Tenant and may be disposed of by Landlord in accordance with the law of the jurisdiction in which the Building is located.

14.07 Remedies Cumulative. No reference to nor exercise of any specific right or remedy by Landlord shall prejudice or preclude Landlord from exercising or invoking any other remedy in respect thereof, whether allowed at law or in equity or expressly provided for herein. No such remedy shall be exclusive or dependent upon any other such remedy, but Landlord may from time to time exercise any one or more of such remedies independently or in combination. A default under this Lease shall be deemed to be a default under any other agreement between Tenant (or its affiliates) and Landlord (or its affiliates) shall be deemed to be a default under this Lease.

ARTICLE 15 – MISCELLANEOUS

15.01 Relationship of Parties. Nothing contained in this Lease shall create any relationship between the parties hereto other than that of Landlord and Tenant, and it is acknowledged and agreed that Landlord does not in any way or for any purpose become a partner of Tenant in the conduct of its business, or a joint venture or a member of a joint or common enterprise with Tenant.

15.02 Consent Not Unreasonably Withheld. Except as otherwise specifically provided, whenever consent or approval of Landlord or Tenant is required under the terms of this Lease, such consent or approval shall not be unreasonably withheld or delayed. Tenant's sole remedy if Landlord unreasonably withholds or delays consent or approval shall be an action for specific performance, and Landlord shall not be liable for damages. If either party withholds any consent or approval, such party shall on written request deliver to the other party a written statement giving the reasons therefore.

15.03 Applicable Law and Construction. This Lease shall be governed by and construed under the laws of the State of Minnesota, and its provisions shall be construed as a whole according to their common meaning and not strictly for or against Landlord or Tenant. The words Landlord and Tenant shall include the plural as well as the singular. If this Lease is executed by more than one Tenant, Tenant's obligations hereunder shall be joint and several obligations of such Tenants. Time is of the essence

of this Lease and each of its provisions. The captions of the Articles are included for convenience only, and shall have no effect upon the construction or interpretations of this Lease.

15.04 Entire Agreement. "Lease" means this Lease and Exhibit "A" to this Lease, every properly executed instrument which by its terms amends, modifies, or supplements this Lease. This Lease contains the entire agreement between the parties hereto with respect to the subject matter of this Lease. Tenant acknowledges and agrees that it has not relied upon any statement, representation, agreement or warranty except such as are set out in this Lease.

15.05 Amendment or Modification. Unless otherwise specifically provided in this Lease, no amendment, modification or supplement to this Lease shall be valid or binding unless set out in writing and executed by the parties hereto in the same manner as the execution of this Lease.

15.06 Construed Covenants and Severability. All of the provisions of this Lease are to be construed as covenants and agreements as though the words importing such covenant and agreements were used in each separate Article hereof. Should any provision of this Lease be or become invalid, void, illegal or not enforceable, it shall be considered separate and severable from the Lease and the remaining provisions shall remain in force and be binding upon the parties hereto as though such provisions had not been included.

15.07 No Implied Surrender or Waiver. No provisions of this Lease shall be deemed to have been waived by Landlord unless such waiver is in writing signed by Landlord. Landlord's waiver of a breach of any term or condition of this Lease shall not prevent a subsequent act, which would have originally constituted a breach, from having all the force and effect of any original breach. Landlord's receipt of Rent with knowledge of a breach by Tenant of any term or condition of this Lease shall not be deemed a waiver of such breach. No act or thing done by Landlord, its agents or employees during the Term shall be deemed an acceptance of a surrender of the Premises, and no agreement to accept a surrender of the Premises shall be valid, unless in writing signed by Landlord. The delivery of keys to any of the Landlord's agents or employees shall not operate as a termination of this Lease or a surrender of the Premises. No payment by Tenant, or receipt by Landlord, of a lesser amount than the Rent due hereunder shall be deemed to be other than on account of the earliest stipulated Rent, nor shall any endorsement or statement on any check or any letter accompanying any check, or payment as Rent, be deemed an accord and satisfaction, and Landlord may accept such check or payment without prejudice to Landlord's right to recover the balance of such Rent or pursue any other remedy available to Landlord.

15.08 Successors Bound. Except as otherwise specifically provided, the covenants, terms, and conditions contained in this Lease shall apply to and bind the heirs, successors, executor, administrators, and assigns of the parties hereto.

15.09 Acceptance. Upon execution by Tenant and delivery of this document to Landlord, Landlord shall have 90 days to accept this Agreement. Tenant acknowledges that Landlord will rely on Tenant's irrevocable offer in awarding contracts for the construction of the Premises.

15.10 Exclusive Rights. Tenant shall have the exclusive right to serve food and beverages to persons using the Chaska Town Course owned by Landlord.

15.11 Landlord's Covenants. Landlord covenants that Tenant, on performing all of its obligations under this Lease, may peacefully and quietly have, hold, and enjoy the demised premises for the Term of this Lease.

15.12 Winter Events. As stated in Section 5.04, all booking and scheduling of winter events shall be made by Tenant; also Tenant shall establish fees for the rental thereof and Tenant shall be entitled to maintain any and all rentals, except for fees required to be paid to Landlord pursuant to Section 5.01.

15.13 Name of Operations; Phone Number. Tenant shall execute any consent to the use of the name "Town Course Grille" which may be required by the Minnesota Secretary of State under Minnesota Statutes, Chapter 302A and 333, in order for a future tenant of the Premises to use the words "Town Course Grille" in its corporate or trade name. Tenant's telephone listing for the Premises shall also be transferred to Landlord upon termination of this Lease.

15.14 Waiver of Subrogation. Notwithstanding any other provisions to the contrary, Landlord waives any and all rights of recovery against Tenant for or arising out of damage to or destruction of the Building or the Premises or personal property owned by Landlord from causes then included under standard fire and extended coverage insurance policies or endorsements, regardless of whether such damage or destruction of any property of Tenant from causes then included under standard fire and extended coverage insurance policies or endorsements, regardless of whether caused by the negligence of Landlord or its agents, servants, employees, contractors, visitors, or licensees, but only to the extent that Tenant's insurance policies then in force, if any, permit such waiver.

IN WITNESS WHEREOF, the Landlord and Tenant have properly executed this Lease the day and year first above written.

LANDLORD
CITY OF CHASKA

TENANT

By _____
Matt Podhradsky, City Administrator

By _____

STATE OF MINNESOTA
§
COUNTY OF CARVER

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____, by Matt Podhradsky, City Administrator of the City of Chaska, a municipal corporation organized under the laws of the State of Minnesota, on behalf of the City of Chaska.

Notary Public

Exhibit A

Premises

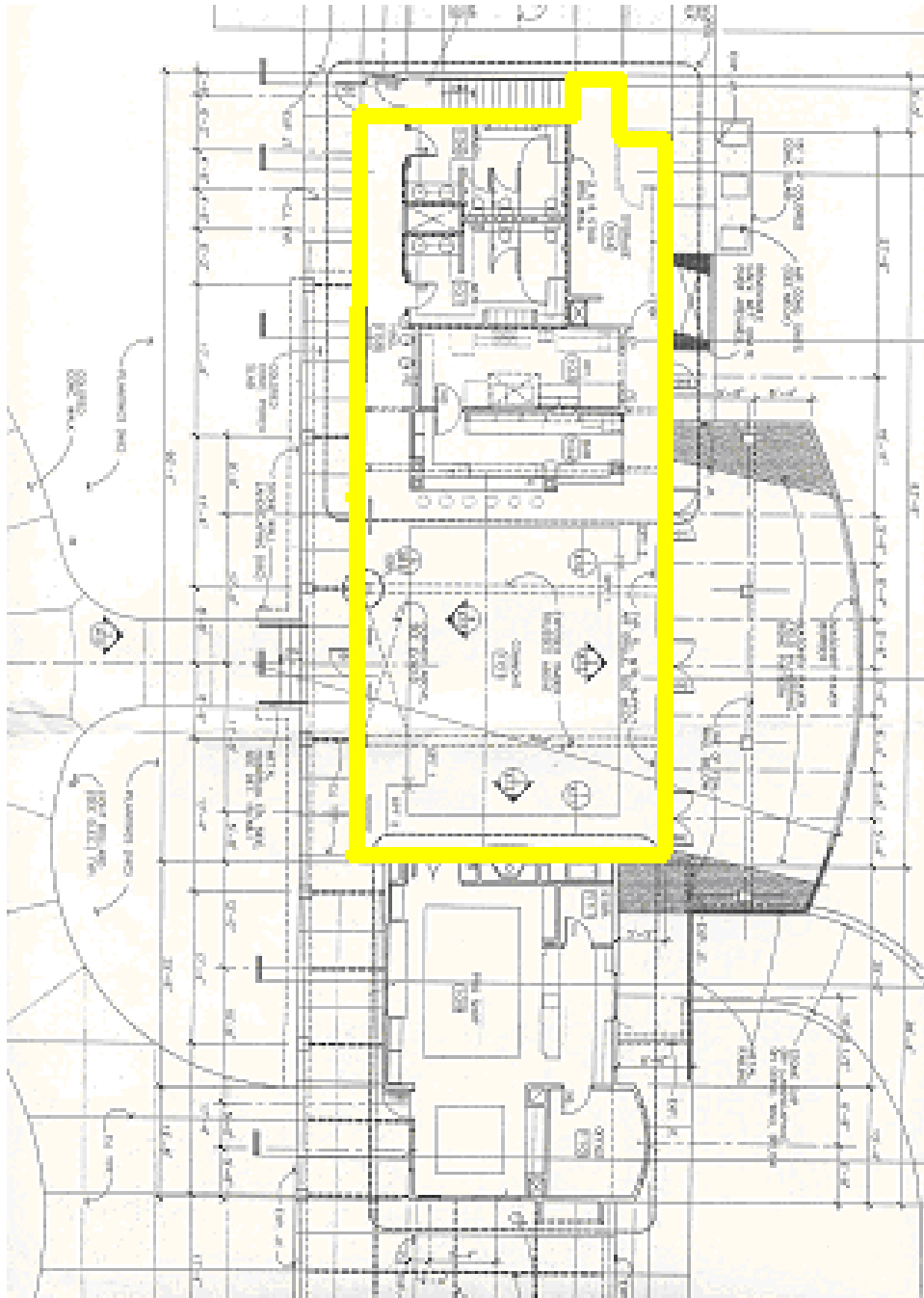


Exhibit B

Owner of kitchen fixtures and equipment, tables, chairs, lobby furniture, and other personal property and fixtures

10	Cherrywood fold-down restaurant tables, standard base
2	Black iron tables with removable top
26	Restaurant chairs with arms
23	Restaurant chairs no arms
4	Restaurant bar stools
8	Vinyl top 6' folding tables M-613072
77	Stacking banquet chairs
9	60" outdoor patio tables
40	Outdoor patio chairs
1	36" Hitachi TV
1	Denon receiver
1	Hitachi VHS player
1	Denon 5-disc player
1	Sony DSS receiver
1	SHURE LX cordless microphone
1	GPS on-course menu printer
1	Stereo volume control panel
1	STAR grillmax 11 bar hot dog roller #20
1	STAR ProMax double-sided sandwich press
1	Pitco double frialator
1	Pitco single frialator
1	Vulcan 36" oven/flat top grill #075566
1	Vulcan 36" salamander cheese melter
1	STAR 23" bun warmer
2	Scottsman 30" ice machines 1 with larger storage bin
1	Fagor dishwasher #FI 48W
1	McCALL 2-door upright refrigerator 7-7045 T
1	McCALL 2-door upright freezer 7-7045 FT
1	<u>McCALL single door upright freezer</u>
1	Silver King 2-door sandwich prep cooler SK-584812
1	Kolpac walk-in cooler
1	6' kitchen exhaust system with ANSUL fire supression
1	60" x 68" silver shelving unit
2	48" x 72" blue shelving units
3	48" x 72" silver shelving units
4	39" x 12" black floor shelving units
1	84" prep table with sink
1	80" 3 sink compartment

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/21/2020

Subject: Rental License Fee increase

Prepared By: Kevin Gravalin, Fire Marshal

This is action approves a 1% increase for the 2021 annual rental housing license fee. This is consistent with 1% administrative fee for other city fees such as building permits.

The following fee schedule shows the fees applicable for various rental units for 2020.

Single family dwelling - \$83.23 for the entire dwelling

Duplex dwelling - \$135.25 for the entire dwelling

Triplex dwelling - \$166.46 for the entire dwelling

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

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

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

The following Fee Schedule is being recommended for approval, effective January 1, 2021.

Single family dwelling - \$84.06 for the entire dwelling

Duplex dwelling - \$136.60 for the entire dwelling

Triplex dwelling - \$168.12 for the entire dwelling

Four-Plex dwelling - \$199.64 for the entire dwelling

Multi-Family dwelling with 5-11 units
\$199.64 for the 1st 5 units + \$42.03 each additional unit

Multi-Family dwelling with 12 or more units
\$609.46 for the 1st 12 units + \$15.75 for each additional unit

Staff is recommending the approval of this administrative fee increase. This increase still keeps these fees in the middle of a 14-city comparison study that was completed 3 years ago.

Attached is the complete 2021 Rental dwelling license application.

CITY COUNCIL ACTION REQUESTED

Motion to approve a fee increase and the 2021 Rental Dwelling License Fee Schedule.



CITY OF CHASKA

APPLICATION FOR RENTAL DWELLING LICENSE



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

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

(Signature of Owner or Agent)

(Date)

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

Single family dwelling - \$84.06 for the entire dwelling

Duplex dwelling - \$136.60 for the entire dwelling

Triplex dwelling - \$168.12 for the entire dwelling

Four-Plex dwelling - \$199.64 for the entire dwelling

Multi-Family dwelling with 5-11 units
\$199.64 for the 1st 5 units + \$42.03 each additional unit

Multi-Family dwelling with 12 or more units
\$609.46 for the 1st 12 units + \$15.75 for each additional unit

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

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

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

Phone: 952-448-2990

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/21/2020

Subject: Municipal Tort Liability Limits

Prepared By: Vicki Schmid, Administration Clerk

In 2007, the Legislature made a change to the municipal tort liability limits. The impact of the statute change was that the maximum damage claim an individual can obtain against a municipality for 2020 is \$500,000, or \$1,500,000 if there are multiple injuries in a single claim.

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

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

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

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

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

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

CITY COUNCIL ACTION REQUESTED

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

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/21/2020

Subject: 2021 Development, Planning and Inspection Fees

Prepared By: Kevin Ringwald, Community Development Director

Background

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

2021 Development, Planning and Building Inspection Fees

City Ordinance provides that annually the City of Chaska will review its water, sewer, sanitary sewer, and storm sewer connection charges. It is recommended that the Development and Planning fees are generally being increased by two percent (2%), to cover increased costs and other inflationary factors for 2021. The changes to the fee structure would be effective January 1, 2020.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Resolution #2020-97, establishing the 2021 Development, Planning Application and Building Inspection Fees.

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE DECEMBER 21, 2020 **RESOLUTION NO.** 2020-97

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

**Resolution Approving the 2021 Fee Schedule for the City's Various
Development, Planning Application and Building Inspection Fees**

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

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

WHEREAS, it is recommended that the fees be increased to cover increased costs and other inflationary factors for 2021; and

WHEREAS, staff recommends an adjustment in the fees, to offset expenditures in the provision of these services, said fee increases to become effective January 1, 2021; and

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

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 21st day of December, 2020.

Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk

EXHIBIT A

AREA FEES AND CONNECTION CHARGES CITY OF CHASKA 2021

DEVELOPMENT AREA FEES

Water Area		\$2,676/Acre
Sanitary Sewer Area		\$3,593/Acre
Storm Water Area	Commercial	\$18,672/Acre
	Industrial	\$12,915/Acre
	Single-Family Residential	\$8,125/Acre
	Multi-Family Residential	\$10,997/Acre
Parkland Dedication		
a). Commercial/Industrial Land:		
10% Land or Cash Contribution		\$11,578/Acre
b). Residential:		
Single Family/Duplex		\$4,000/Unit
Multi Family/3 or More Units		\$1,839/Unit
Trails		
One and Two Family Dwellings		\$445/Unit
Townhouse – Detached		\$356/Unit
Townhouse – Attached		\$356/Unit
Apartments		\$271/Unit
Commercial/Industrial		\$1,333/Acre
Electrical & Street Signage		\$718-848/Lot
Underground Electrical, SF Residential		\$326-464/Lot
Street Lighting, SF Residential		\$65 - Street Name Sign
Street Signs		\$196 - Traffic Sign

BUILDING PERMIT CONNECTION CHARGES

Water Connection	\$4,488/Unit
Sanitary Sewer Connection	\$3,682/Unit
Metropolitan Council Environmental Services (MCES) SAC	\$2,485/Unit
(All industrial/commercial users must complete the industrial reporting form (MCES-92E). The information must be reviewed and approved by the MCES prior to issuing the building permit. The number of SAC units will be determined by the estimated wastewater flow to be discharged by the industrial user.)	

EXHIBIT B

2021 RATES (PLANNING & PROCESSING)

ACCN'T NO.	CASE TYPE	APPLICATION FEES		PROCESSING FEES
100-3410-030	CONCEPT PLAN/ REZONING/ COMPREHENSIVE PLAN AMENDMENT	RESIDENTIAL		
		\$439 + \$12.12/UNIT 1-10 UNITS		\$388
		\$607 + \$12.12/UNIT 11+ UNITS		\$388
		COMMERCIAL/INDUSTRIAL		
		\$607 + \$65.48/ACRE 0-3 ACRES		\$618
		\$810 + \$65.48/ACRE 3.1+ ACRES		\$618
100-3410-030	PRELIMINARY PLAT	\$607 + \$24.99/ACRE + \$11.79/LOT		\$1,254
100-3410-030	FINAL PLAT	\$237 + \$7.44/LOT		\$726
100-3220-070	VARIANCE	RESIDENTIAL	\$188	\$396
		COMMERCIAL/INDUSTRIAL	\$317	\$467
		WITH SITE/BLDG REVIEW	\$188	-0-
100-3410-030	LOT CONSOLIDATION OR DIVISION & VACATIONS	RESIDENTIAL	\$188	\$237
		COMMERCIAL/INDUSTRIAL	\$317	\$460
100-3220-070	SPECIAL USE PERMIT	PYLON SIGN	\$251	\$237
		DISH ANTENNA	\$188	\$237
		OTHERS:		
		RESIDENTIAL	\$243	\$389
		COMMERCIAL/INDUSTRIAL	\$377	\$726
100-3410-030	SITE/BUILDING PLAN	SINGLE FAMILY/TWNHSE	\$351 + \$8.54/UNIT	\$881
	MINOR ADDITIONS & ACCESSORY BLDGS.	MULTI FAMILY	\$240	\$490
		COMMERCIAL/INDUSTRIAL	\$377	\$726
	MAJOR, NEW CONSTRUCTION	MULTI FAMILY	\$476 + \$18.21/UNIT	\$881
		COMMERCIAL/INDUSTRIAL	\$608	\$1,217
100-3220-070	MINING/FILLING		\$678	\$0
100-3410-030	PLANNED DEVELOPMENT DISTRICTS			
	RESIDENTIAL	CONCEPT/REZONE	\$600 + \$12.36/UNIT	\$726
		PRELIM. PLAT	\$377 + \$12.36/ACRE	\$476
		FINAL PLAT	\$237 + \$4.99/ACRE	\$380
	COMMERCIAL/ INDUSTRIAL & MULTI USE	CONCEPT/REZONE	\$852 + \$24.99/ACRE	\$1,210
		PRELIM. PLAT	\$487 + \$12.36/ACRE	\$854
		FINAL PLAT	\$232 + \$8.27/ACRE	\$389
	LOTS OF RECORD - NEW CONSTRUCTION	MULTI FAMILY		
		RESIDENTIAL	\$475 + \$17.39/UNIT	\$475 + \$17.12/UNIT
		COMMERCIAL/INDUSTRIAL	\$625	\$609
100-3410-030	MAILING LIST PREPARATION		\$0	\$119

EXHIBIT C
BUILDING INSPECTION FEE SCHEDULE
CITY OF CHASKA
2021

FEES

Re-Roof	\$95 + State Surcharge
Re-Side	\$95 + State Surcharge
Windows/Doors	\$95 + State Surcharge
Plumbing:	
– Residential existing	\$60 min. + State Surcharge
– Residential new	\$215 + State Surcharge
Pools:	
– above ground	\$125 + State Surcharge
– below ground	\$300 + State Surcharge
Fireplace	\$95 + State Surcharge
Basements (Finish/Remodel)	\$16/sq. ft. + State Surcharge
Decks (existing homes)	\$20/sq. ft. + State Surcharge
Manufactures Home	\$195 + State Surcharge
House:	
– move	\$200 + State Surcharge
– demolition	\$125 + State Surcharge
Minimum Building Permit (Fee)	\$60
Software (Fee)	\$5/permit

VALUATION

Housing:	
– Attached	\$109/sq. ft.
– Detached	\$118/sq. ft.
Basements:	
– finished	\$30/sq. ft.
– unfinished/crawl space/slab on grade	\$22/sq. ft.

Garage:

– wood frame	\$45/sq. ft.
– slab on grade	\$22/sq. ft.

Porch:

– 3-season porch	\$47/sq. ft.
– screen porch	\$32/sq. ft.
– front stoop	\$32/sq. ft.

Decks (new homes)

\$15/sq. ft.

Fence (zoning permit)

\$10

Commercial Mechanical/Plumbing:

– <\$25,000	1.50%
– >\$25,000	1.25%

BUILDING PERMIT FEES

<u>Total Valuation</u>	<u>Fee</u>
\$1 to \$500	\$28 Minimum \$60 plus State Surcharge
\$501 to \$2,000.00	\$28 for the first \$500 plus \$3.70 for each add'l \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$83.50 for the first \$2,000.00 plus \$16.55 for each add'l \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$464.15 for the first \$25,000.00 plus \$12.00 for each add'l \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$764.15 for the first \$50,000.00 plus \$8.45 for each add'l \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,186.65 for the first \$100,000.00 plus \$6.75 for each add'l \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,886.65 for the first \$500,000.00 plus \$5.50 for each add'l \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,636.65 for the first \$1,000,000.00 plus \$4.50 for each add'l \$1,000.00, or fraction thereof.

State Surcharge Computation

<u>Construction Value Range</u>	<u>Surcharge Computation</u>
Up to \$1,000,000.00	.0005 x Valuation
\$1,000,001.00 to \$2,000,000.00	\$500.00 + .0004 x Valuation - \$1,000,000.00
\$2,000,000.00 to \$3,000,000.00	\$900.00 + .0003 x Valuation - \$2,000,000.00
\$3,000,000.00 to \$4,000,000.00	\$1,200.00 + .0002 x Valuation - \$3,000,000.00
\$4,000,000.00 to \$5,000,000.00	\$1,400.00 + .0001 x Valuation - \$4,000,000.00
\$5,000,000.00 or more	\$1,500.00 + .00005 x Valuation - \$5,000,000.00

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/21/2020

Subject: Appointment of City Attorney

Prepared By: Matt Podhradsky, City Administrator

Annually, the City needs to take action appointing the City Attorney. Under City code, all employees, except the City Attorney, are appointed by the City Administrator. The Code specifies that the City Attorney will be appointed annually by the City Council. As in the past, it is recommended that the City Council reappoint the firm of Melchert Hubert Sjodin Law as the City Attorney. Since the firm has served as the City's legal counsel for a number of years the firm brings a great deal of knowledge of past actions the City has taken. Besides this, the firm is able to provide the City with a number of different specialties, which does allow us to have most aspects of our general legal needs represented by one firm.

429 Projects - \$206
Other Matters - \$196
Litigation Rate - \$248
Meeting Rate - \$72

Please note that the above rates represent only a cost of living increase only. Based on this, Staff does feel that this is a fair proposal.

CITY COUNCIL ACTION REQUESTED

Motion to appoint the law firm Melchert, Hubert, Sjodin, as the Chaska City Attorney for 2021.

Keith E. Sjodin*
R. Lawrence Harris
Bradley W. Solheim**
J. Michael Melchert**
Kelly C. Dohm***
P. David Melchert
Racheal M. Holland∞**
Kathryn J. Barnes
Jason M. Thiemann
Matthew D. McDougall
Travis J. Adams
Jason R. Lee

Of Counsel:
Paul A. Melchert
David P. Hubert
Luke L. Melchert
Mac R. Willemssen

*Civil Trial Law Specialist, certified by the
Minnesota State Bar Association
**Real Property Law Specialist, certified by
the Minnesota State Bar Association
***Labor and Employment Law Specialist,
certified by the Minnesota State Bar
Association
∞Also admitted in SD



MELCHERT HUBERT SJODIN

Attorneys at Law

CHASKA OFFICE
510 Chestnut St. N. Ste 100
Chaska, MN 55318
Telephone: (952) 442-2225

WACONIA OFFICE
121 West Main Street, Suite 200
Waconia, Minnesota 55387
Telephone: (952) 442-7700

Firm Administrator
Marcia A. Willmsen

WEB PAGE
www.mhslaw.com

December 14, 2020

REPLY TO CHASKA OFFICE

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

Re: City Attorney Position

Dear Mr. Podhradsky:

The firm of Melchert Hubert Sjodin has represented the City of Chaska in the past. If the Council would consider retaining us for the year 2021, we would appreciate it and thank you therefore.

In the event the City does retain MHS the following would be the proposed fee schedule:

429 Projects or Projects Funded through Federal, State or Other Grants:	\$206.00
Other Matters (excluding 429, etc.):	\$196.00
Litigation and Complex Development:	\$248.00
Regular Council and Regular Planning Commission Meetings:	\$ 72.00

The above rates represent a cost of living increase. As you already know, I am resigning my position, if that's the right word, as City Attorney as of December 31, 2020. If the Council decides to continue in having our firm represent the City of Chaska maybe it would be best if the City designated the firm of Melchert Hubert Sjodin as the City Attorney.

If you have any questions please do not hesitate to contact me.

Very truly yours,

Luke Melchert

LM/nkm

[https://mhslaw.sharepoint.com/sites/08000/1/draftdocs/annual billing rates letters/letter to podhradsky re 2021 rates.docx](https://mhslaw.sharepoint.com/sites/08000/1/draftdocs/annual%20billing%20rates%20letters/letter%20to%20podhradsky%20re%202021%20rates.docx)

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/21/2020

Subject: Lot Split/Consolidation for 3919 Bavaria Road (Bavaria Downs) and PID 300180100 (1051 82nd Street West)

Applicant: Tim George (owner of Bavaria Downs)

Location: 3919 Bavaria Road, and PID 300180100 (1051 82nd Street West)

Case Number: P.C. No. 2020-23

Synopsis: The applicant is requesting approval of a Lot Split and Lot Consolidation for 3919 Bavaria Road (Bavaria Downs) and PID 300180100 (1051 82nd Street West)

Prepared By: Elizabeth Hanson

Staff Recommendation: Motion to adopt Resolution approving the request

BACKGROUND

In September this year the Council approved a Lot Split and Consolidation for Bavaria Downs and Jeff Verdoorn at PIDS 300180800 and 300170400. The transaction was for Bavaria Downs to sell off approximately 50 acres of their land to Mr. Verdoorn, however this deal ultimately fell through and was never completed. Bavaria Downs then approached the adjacent neighbors to Mr. Verdoorn, the Zwiefel's, who have expressed their interest in purchasing the property that Bavaria Downs wishes to sell off. Tonight we are looking at an updated Lot Split and Consolidation between Bavaria Downs and the Zwiefel's at PID 300180100 (1051 82nd Street West).

CURRENT REQUEST

The applicants are requesting a lot split and consolidation between the properties of 3919 Bavaria Road (Bavaria Downs) and PID 300180100 (1051 82nd Street West) owned by the Zwiefel's.

The applicant, Tim George, currently owns 3919 Bavaria Road, which contains the event center Bavaria Downs. The other applicant, Jeffrey and Ellen Zwiefel, own PID 300180100, which is a residential property located on 82nd Street. The lot split and consolidation between 3919 Bavaria Road (Bavaria Downs) and PID 300180100 (1051 82nd Street West) is to give the Zwiefel's property more acreage that Bavaria Downs doesn't need.

The properties are within the Rural Residential (RR-2) zoning district. Splitting and consolidating the lots will not render the parcels in violation of the zoning ordinance. Essentially, 3919 Bavaria Road will be losing acreage to PID 300180100 (1051 82nd Street West) to be an ending total of 219.279 acres; PID 300180100 (1051 82nd Street West) will be gaining

acreage from 3919 Bavaria Road with an ending total of 66.824 acres; 'Tract A' (48.684 acres) is the area being taken from 3919 Bavaria Road and added to PID 300180800.

The lot split/consolidation will take away acreage (48.684 acres) from 3919 Bavaria Road. The 'Tract A' area that is being split off from 3919 Bavaria Road was previously looked at for a third venue space for Bavaria Downs during the Concept Plan application for the event center. The applicant will have to come in with a separate approvals (Concept, Preliminary/CUP, Final) of the third venue to see where it could potentially relocate on the site. In addition to the lost acreage, the property will also lose 4 building eligibilities as a result of the lot split/consolidation. These 4 building eligibilities will be transferred to the Zwiefel's for their property at PID 300180100 (1051 82nd Street West). 3919 Bavaria Road will be left with a total of 18 building eligibilities if we count the existing buildings on the property and minus the 4 building eligibilities being transferred to the Zwiefel's property.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Resolution #2020-103, approving the Lot Split and Lot Consolidation between 3919 Bavaria Road and PID 300180100 (1051 82nd Street West), subject to the stipulations included in said resolution and the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Certificate of Survey, prepared by Wenck Associates, dated September 4, 2020 and revised December 15, 2020
2. Tract A is consolidated into PID 300180100 (1051 82nd Street West)
3. Lot Consolidation is obtained through Carver County
4. If the property owner wishes to pursue the third venue for Bavaria Downs at 3919 Bavaria Road it will require three-step planning process with the City (Concept Plan, Preliminary/CUP, and Final Plan).

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/21/2020 **RESOLUTION NO.** 2020-103

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

Resolution approving the Lot Split/Consolidation for 3919 Bavaria Road and PID 300180100 (1051 82nd Street West)/Tim George/P.C. No. 2020-23

WHEREAS, the applicants are requesting a lot split and consolidation between the properties of 3919 Bavaria Road (Bavaria Downs) and PID 300180100 (owned by the Zwiefel's); and

WHEREAS, the applicant, Tim George, currently owns 3919 Bavaria Road, which contains the event center Bavaria Downs; and

WHEREAS, the other applicant, the Zwiefel's, own PID 300180100, which is a residential property located at 1051 82nd Street West; and

WHEREAS, the lot split and consolidation between 3919 Bavaria Road (Bavaria Downs) and PID 300180100 (1051 82nd Street West) is to give the Zwiefel's property more acreage that Bavaria Downs doesn't need; and

WHEREAS, the properties are within the Rural Residential (RR-2) zoning district; and

WHEREAS, splitting and consolidating the lots will not render the parcels in violation of the zoning ordinance; and

WHEREAS, essentially, 3919 Bavaria Road will be losing acreage to PID 300180100 (1051 82nd Street West) to be an ending total of 219.279 acres; PID 300180100 (1051 82nd Street West) will be gaining acreage from 3919 Bavaria Road with an ending total of 66.824 acres; 'Tract A' (48.684 acres) is the area being taken from 3919 Bavaria Road and added to PID 300180100; and

WHEREAS, the lot split/consolidation will take away acreage (48.684 acres) from 3919 Bavaria Road; and

WHEREAS, the 'Tract A' area that is being split off from 3919 Bavaria Road was previously looked at for a third venue space for Bavaria Downs during the Concept Plan application for the event center; and

WHEREAS, the applicant will have to come in with separate approvals (Concept, Preliminary/CUP, Final) of the third venue to see where it could potentially relocate on the site, if they wish to pursue the third venue; and

WHEREAS, in addition to the lost acreage, the property will also lose 4 building eligibilities as a result of the lot split/consolidation; and

WHEREAS, these 4 building eligibilities will be transferred to the Zwiefel's for their property at PID 300180100 (1051 82nd Street West); and

WHEREAS, 3919 Bavaria Road will be left with a total of 18 building eligibilities if we count the existing buildings on the property and minus the 4 building eligibilities being transferred to the Zweifel's property; and

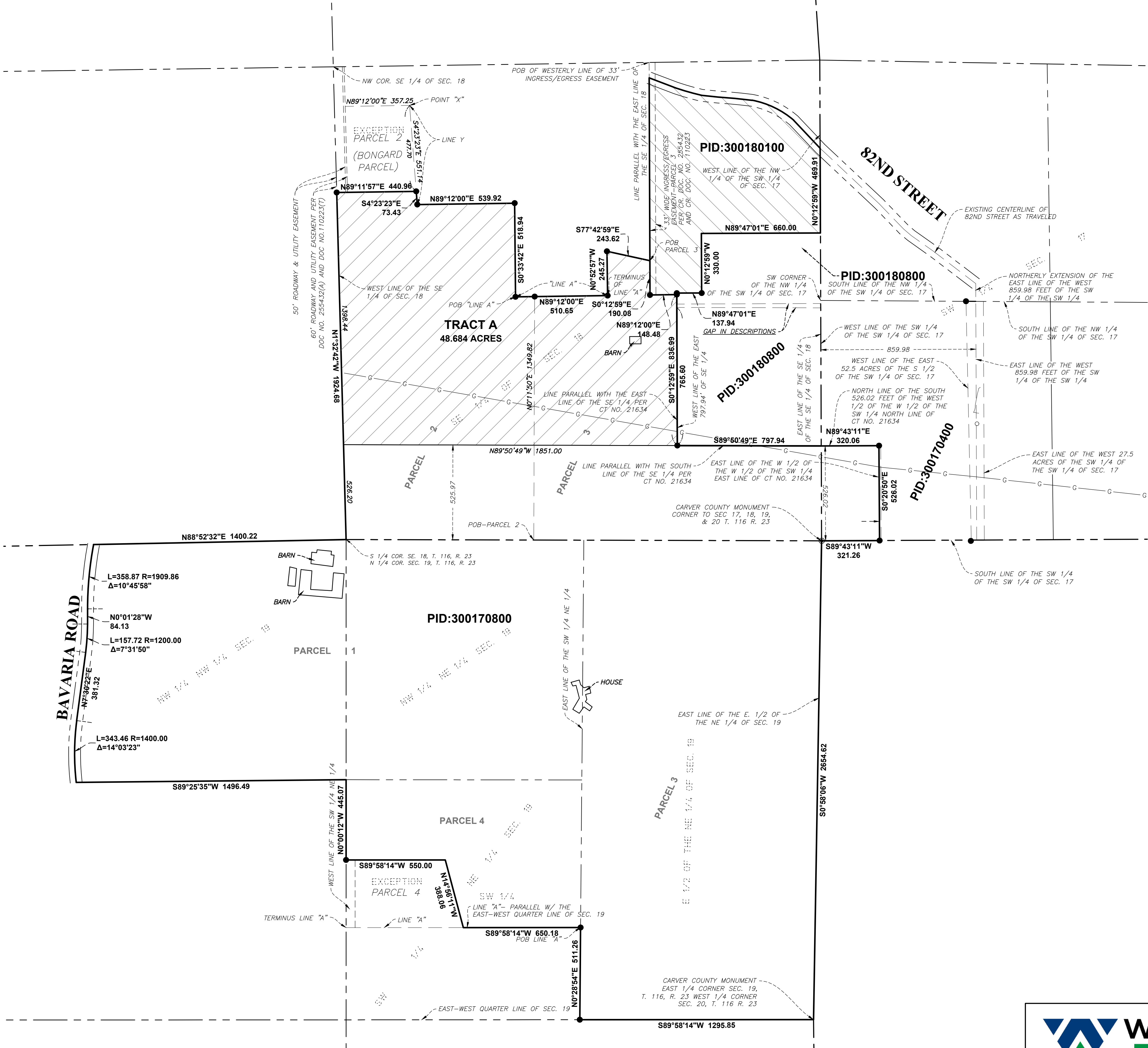
NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Chaska, Minnesota, hereby approves the Lot Split/Consolidation for 3919 Bavaria Road and PID 300180100 (1051 82nd Street West) (PC#2020-23), subject to the aforementioned stipulations and the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Certificate of Survey, prepared by Wenck Associates, dated September 4, 2020 and revised December 15, 2020
2. Tract A is consolidated into PID 300180800 (1051 82nd Street West)
3. Lot Consolidation is obtained through Carver County
4. If the property owner wishes to pursue the third venue for Bavaria Downs at 3919 Bavaria Road it will require three-step planning process with the City (Concept Plan, Preliminary/CUP, and Final Plan).

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 21st day of December, 2020.

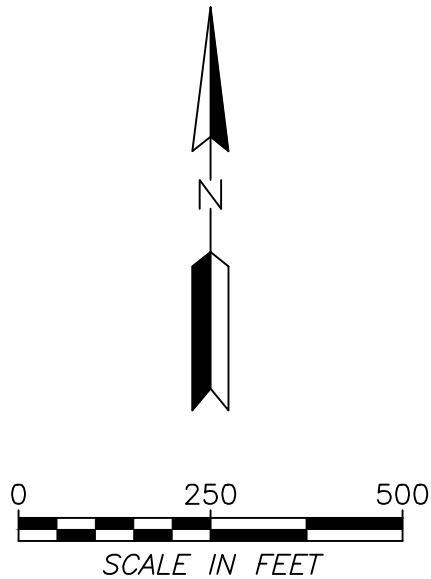
Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk



CERTIFICATE OF SURVEY

LOT SPLIT/COMBINATION



LEGEND	
	SET 3/4"x18" IRON PIPE MARKED LS 43055
	FOUND MONUMENT
	RECORD DIMENSION
	TRACTS TO BE SPLIT FROM TIM GEORGE/BAVARIA
	CURRENT JEFF ZWEIFEL PARCELS
	GAS PIPELINE

AREA TABULATION:

(GROSS AREAS INCLUDING ROW)

CURRENT PID 300170800 =	267.963 AC.
TRACT A =	-48.684 AC
REMAINDER PID 300170800 =	219.279 AC.
CURRENT PID 300180100 =	18.14 AC (PER COUNTY GIS)
TRACT A =	+48.684 AC
COMBINED =	66.824 AC.

SURVEYORS NOTES:

- This survey was prepared based property descriptions and title research as provided on the ALTA/NSPS Land Title Surveys for Bavaria Downs prepared by Alliant Engineering and dated 4/19/2005, and for the U of M Regents parcels prepared by Hakanson Anderson Associates, Inc. dated 8/27/2013.
- Bearings shown hereon are based on the Carver County Coordinate System relative to the NAD83(11) control adjustment.

SURVEYORS CERTIFICATION:

I hereby certify that this survey was completed by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

Chris Ambourn 9/4/2020
LS 43055 Date

REVISED 9/10/2020... ADDED AREA TABULATIONS AND PARCEL HATCHING
REVISED 10/9/2020... ADDED GAS PIPELINE AND ENCROACHMENT DETAIL
REVISED 10/21/2020... CORRECTED OWNER NAMES IN LEGEND
REVISED 10/22/2020... CORRECTED TRACT A DESCRIPTION TO SEC. 18
REVISED 10/30/2020... MISC COUNTY SURVEY DESCRIPTION EDITS
REVISED 12/15/2020... CHANGED OWNERSHIP TO JEFF ZWEIFEL AND REMOVED TRACT B

 Responsive partner. Exceptional outcomes. 2080 WOODDALE DR., STE 100 WOODBURY, MN 55125 Ph: 651-294-4580	CLIENT NAME TIM GEORGE	PROJECT TITLE CERTIFICATE OF SURVEY	
		DWN BY MH/LL	CHK'D XXX
		APP'D CA	DWG DATE SEE SHEET 2
		PROJECT NO. 9077-20-500	SHEET NO. 1 OF 2

TRACT A DESCRIPTION:

That part of the Southeast Quarter of Section 18, Township 116, Range 23, Carver County, Minnesota described as follows:

EXCEPT:

That part of the Southeast Quarter of Section 18, Township 116, Range 23, described as follows

Which lies Northerly of a line drawn from a point on the West line of the Southeast Quarter of said Section 18, distant 696.81 feet Southerly of the Northwest corner thereof to a point on said Line "Y" distant 477.70 feet Southerly of Point "X".

Together with an easement for roadway and utility purposes in, over, and upon, the Westerly 60.00 feet of that part of the Southeast Quarter of Section 18, Township 116, Range 23, described as follows:

Commencing at the Southeast corner of said Southeast Quarter; thence on an assumed bearing of North 88 degrees 43 minutes 41 seconds West along the South line of said Southeast Quarter, a distance of 1,595.88 feet (24.18 chains) to the point of beginning; thence continue North 88 degrees 43 minutes 41 seconds West, along said South line; a distance of 1,041.13 feet to the Southwest corner of said Southeast Quarter; thence North 0 degree 25 minutes 19 seconds West, along the West line of said Southeast Quarter, a distance of 2,621.86 feet to the Northwest corner of said Southeast Quarter; thence South 89 degrees 40 minutes 41 seconds East along the North line of said Southeast Quarter a distance of 60.00 feet; thence South 0 degrees 25 minutes 19 seconds East a distance of 220.00 feet; thence South 09 degrees 40 minutes 41 seconds East a distance of 357.25 feet to a point hereinafter known as "A"; thence South 3 degrees 15 minutes 00 seconds East a distance of 551.93 feet to the Northwest corner of said Southeast Quarter; thence North 88 degrees 43 minutes 41 seconds West, along said North line, a distance of 518.93 feet to the Northwest corner of said Southeast Quarter; thence North 0 degree 25 minutes 19 seconds West, along said North line, a distance of 37 seconds West from a point on the North line of said Southeast Quarter a distance of 997.74 feet East from the Northwest corner of said Southeast Quarter; thence South 0 degrees 33 minutes 37 seconds West a distance of 518.93 feet; thence South 89 degrees 40 minutes 41 seconds East a distance of 106.21 feet to a line which bears North 1 degree 19 minutes 20 seconds East from the point of beginning; thence South 1 degree 19 minutes 20 seconds West a distance of 1,350.14 feet to the point of beginning.

Which lies Northerly of a line drawn from a point on the West line of the Southeast Quarter of said Section 18, distant 696.81 feet Southerly of the Northwest corner thereof to a point on said Line "Y" distant 477.70 feet Southerly of Point "X".

Together with an easement for roadway and utility purposes in, over, and upon, the Westerly 50.00 feet of that part of the Southeast Quarter of Section 18, Township 116, Range 23, described as follows:

Commencing at the Southeast corner of said Southeast Quarter; thence on an assumed bearing of North 88 degrees 43 minutes 41 seconds West along the South line of said Southeast Quarter, a

corner of said Southeast Quarter; thence North 0 degrees 25 minutes 19 second West, along the West line of said Southeast Quarter, a distance of 2,621.86 feet to the Northwest corner of said Southeast Quarter; thence South 89 degrees 40 minutes 41 seconds East along the North line of said Southeast Quarter a distance of 60.00 feet; thence South 0 degrees 25 minutes 19 seconds East a distance of 220.00 feet; thence South 89 degrees 40 minutes 41 seconds East a distance of 357.25 feet to a point hereinafter known as a "corner"; thence South 3 degrees 16 minutes 00 seconds East a distance of 551.93 feet to a point hereinafter known as a "corner"; thence North 89 degrees 40 minutes 41 seconds West a distance of 518.93 feet to a line which bears South 0 degrees 33 minutes 37 seconds West from a point on the North line of said Southeast Quarter a distance of 997.74 feet East from the Northwest corner of said Southeast Quarter; thence South 0 degrees 33 minutes 37 seconds West a distance of 518.93 feet; thence South 89 degrees 40 minutes 41 seconds East a distance of 106.21 feet to a line which bears North 1 degree 19 minutes 20 seconds East from the point of beginning; thence South 1 degree 19 minutes 20 seconds West a distance of 1,350.14 feet to the point of beginning.

Which lies Northerly of a line drawn from a point on the West line of the Southeast Quarter of said Section 18, distant 696.81 feet Southerly of the Northwest corner thereof to a point on said Line "Y" distant 477.70 feet Southerly of Point "X".

(Abstract)

AND

All those parts of the following described lands lying northerly of the south 525.97 feet of that part of the Southeast Quarter of Section 18, Township 116 North, Range 23 West of the 5th Principal Meridian described as follows:

Commencing at the Northeast corner of said Southeast Quarter; thence on an assumed bearing South 88 degrees 30 minutes 49 seconds West, along the North line of said Southeast Quarter, a distance of 946.44 feet; thence South 0 degrees 54 minutes 19 seconds East, parallel with the East line of said Southeast Quarter, a distance of 1,098.90 feet, to the point of beginning of the land to be described; thence on an assumed bearing North 87 degrees 53 minutes 45 seconds East, parallel with the East line of said Southeast Quarter, a distance of 837.03 feet, to the intersection with a line drawn parallel to the West line of said Southeast Quarter, a distance of 148.48 feet to the West line of the East 797.94 feet of said Southeast Quarter said 797.94 feet dimension is measured along a line parallel with the South line of said Southeast Quarter; thence South 0 degrees 54 minutes 19 seconds East, parallel with said East line, a distance of 837.03 feet, to the intersection with a line drawn parallel with the South line of said Southeast Quarter from a point on the East line of said Southeast Quarter, a distance of 148.48 feet to the West line of the East 797.94 feet of said Southeast Quarter, a distance of 148.48 feet to the West line of the East 797.94 feet, to said East line; thence South 0 degrees 54 minutes 19 seconds East, along said East line, a distance of 52.62 feet to the Southeast corner of said Southeast Quarter; thence South 89 degrees 27 minutes 48 seconds West, along said South line, a distance of 1,595.88 feet; thence North 0 degrees 29 minutes 33 seconds West a distance of 1,349.90 feet, to the intersection with a line hereinafter referred to as "Line A" (said "Line A" is described as commencing at the Northwest corner of said Southeast Quarter; thence North 88 degrees 30 minutes 49 seconds East, along said North line, a distance of 510.65 feet and said "Line A" terminates); thence North 88 degrees 30 minutes 49 seconds East, along said "Line A", a distance of 510.65 feet to the Northwest corner of said Southeast Quarter; thence North 88 degrees 30 minutes 49 seconds East, along said "Line A", a distance of 404.79 feet to the terminus of said "Line A"; thence North 1 degree 34 minutes 08 seconds West a distance of 245.25 feet to the intersection with a line bearing North 76 degrees 24 minutes 19 seconds West from the point of beginning; thence South 78 degrees 24 minutes 19 seconds East a distance of 243.57 feet to the point of beginning.

Together with a 33.00 foot easement for ingress and egress purposes over and across that part of the Southeast Quarter of said Section 18, Township 116, Range 23 which lies Southerly of 82nd Street. The Westerly line of said 33.00 foot permanent easement is described as follows:

Beginning at a point on the North line of said Southeast Quarter distance 946.44 feet Westerly from the Northeast corner of said Southeast Quarter; thence South 0 degrees 54 minutes 19 seconds East, parallel with the East line of said Southeast Quarter, a distance of 1,288.90 feet and said line there terminating.

Subject to a pipe line easement in favor of Williams Brothers Pipe Line Company as described in Book 87 of Deeds, page 580.

(Torrens)



WENCK

ASSOCIATES

Responsive partner. Exceptional outcomes.

2080 WOODDALE DR., STE 100 Ph: 651-294-4580
WOODBURY, MN 55125

CLIENT NAME

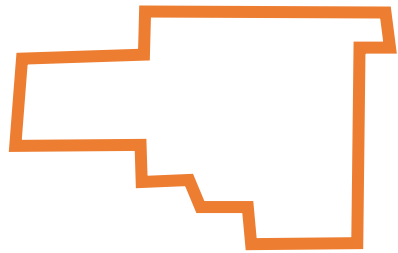
TIM GEORGE

PROJECT TITLE

CERTIFICATE OF SURVEY

DWN BY	CHK'D	APP'D	DWG DATE	SEE SHEET	2
MH/LL	XXX	CA	SCALE	SEE SCALE BAR	

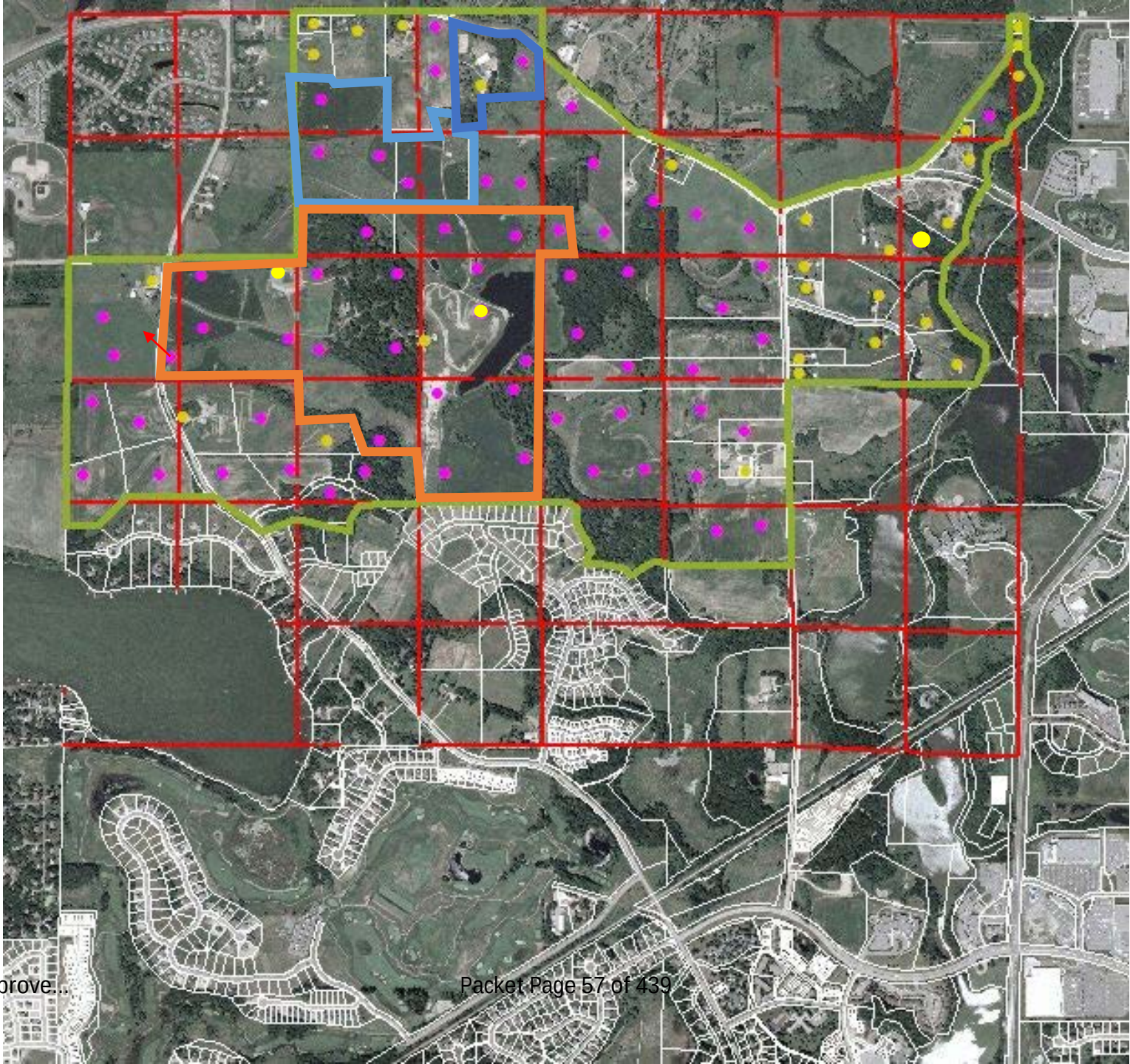
PROJECT NO.	SHEET NO.
9077-20-500	2 OF 2



BAVARIA
DOWNS
– 3919
BAVARIA
ROAD

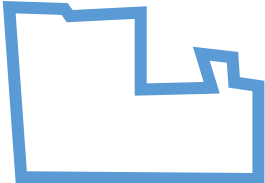


THE
ZWIEFEL'S –
PID
300180100



● BUILDING
ELIGIBILITY
AVAILABLE

● BUILDING
ELIGIBILITY
USED



LAND SPLIT &
CONSOLIDATED
TO THE
ZWIEFEL'S –
PID 300180100

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/21/2020

Subject: Establish 2020 Interfund Tax Increment Financing

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

Background

Each year in accordance with the Minnesota State Statutes, the City by resolution authorizes the use of interfund loans to fund cash deficits in various tax increment funds. The proposed resolution establishes the terms and conditions for interfund loans, from various City funds, to various tax increment funds that are expected to have a cash deficit as of December 31, 2020.

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

The following Tax Increment Districts (TID) are expected to have a cash deficit as of December 31, 2020:

TID#20 (Brewery Project) has a projected cash deficit of \$22,320 and will have a maximum 2020 annual interest cost of \$1,350 at the permitted 5% maximum interest rate.

TID#21 (Hot Spot Development) has a projected cash deficit of \$60,450 and will have a maximum 2020 annual interest cost of \$2,862 at the permitted 5% maximum interest rate.

TID#22 (Ernst House) has a projected cash deficit of \$34,836 and will have a maximum 2020 annual interest cost of \$1,554 at the permitted 5% maximum interest rate.

TID#23 (City Square West) has a projected cash deficit of \$8,381 and will have a maximum 2020 annual interest cost of \$260 at the permitted 5% maximum interest rate.

Staff Recommendation

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

CITY COUNCIL ACTION REQUESTED

Motion to approve Resolution No. 2020- 101 providing for interfund loans for tax-increment project financing.

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/21/2020 RESOLUTION NO. 2020-101

MOTION BY COUNCILMEMBER _____ SECOND BY COUNCILMEMBER _____

RESOLUTION PROVIDING 2020 INTERFUND TAX-INCREMENT PROJECT FINANCING

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

1. Recitals.

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

(b) In 2020 the maximum interfund interest rate is 5.0%, based on the 5.0% permitted rate in accordance with MSS, Section 270C.40 and the 4.0% permitted rate in accordance with MSS, Section 549.09.

2. Official Intent Declaration.

(a) The City of Chaska intends to make interfund loans from various funds of the City of Chaska to Tax Increment District No. 20, Brewery Project for the 2020 fiscal year in the amount of \$22,320 for a maximum period from December 31, 2019 to December 31, 2020 (one year) at the rate of 5.0% for a 2020 total interest cost of \$1,350.

(b) The City of Chaska intends to make interfund loans from various funds of the City of Chaska to Tax Increment District No. 21, Hot Spot Development for the 2020 fiscal year in the amount of \$60,450 for a maximum period from December 31, 2019 to December 31, 2020 (one year) at the rate of 5.0% for a 2020 total interest cost of \$2,862.

(c) The City of Chaska intends to make interfund loans from various funds of the City of Chaska to Tax Increment District No. 22, Ernst House for the 2020 fiscal year in the amount of \$34,836 for a maximum period from December 31, 2019 to December 31, 2020 (one year) at the rate of 5.0% for a 2020 total interest cost of \$1,554.

(d) The City of Chaska intends to make interfund loans from various funds of the City of Chaska to Tax Increment District No. 23, City Square West for the 2020 fiscal year in the amount of \$8,381 for a maximum period from December 31, 2019 to December 31, 2020 (one year) at the rate of 5.0% for a 2020 total interest cost of \$260.

Passed and adopted by the City Council of the City of Chaska, Minnesota this 21st day of December 2020.

Mark Windschitl, Mayor

Attest: _____
Deputy Clerk

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/21/2020

Subject: Amending Fund Balance Commitments

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

Background

In accordance with Governmental Accounting Standards Board (GASB) Statement No. 54 "Fund Balance Reporting and Governmental Fund Type Definitions", the City Council adopted Resolution 11-111 *Approving Fund Balance Policy and Establishing Fund Balance Restrictions or Commitments* on December 5, 2011. According to the policy (attached as Exhibit A in the included Resolution) the City Council has the authority to set aside funds for a specific purpose. However, any funds set aside as Committed Fund Balance requires the passage of a resolution prior to the applicable fiscal year end.

Resolution 11-111 established that for the General Fund, Committed Fund Balance at each year-end would equal 100% of compensated absences as determined using year-end actual accumulated leave balances.

City staff has reviewed this commitment and recommends that the City Council revise the formula for the General Fund such that Committed Fund Balance at each year-end will equal the three year-average of the percent of compensated absences as determined using year-end actual accumulated leave balances expected to be used in the upcoming year (currently 68%). This provides a more proximate estimate of funds expected to be used in the coming year.

City staff also recommends that the remaining balance of compensated absences in the General Fund be set aside as Assigned Fund Balance at each year-end at the discretion of the Administrative Services Director. The Fund Balance Policy gives authority to assign funds for specific purposes to the Administrative Services Director.

Staff Recommendation

The proposed resolution would amend the commitment of General Fund Balance for compensated absences for year-end 2020. Staff recommends adoption of the resolution.

CITY COUNCIL ACTION REQUESTED

Motion to approve Resolution No. 2020-102 amending General Fund Balance commitments.

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/21/2020 **RESOLUTION NO.** 2020-102

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

RESOLUTION AMENDING GENERAL FUND BALANCE COMMITMENTS

Whereas, the City Council of the City of Chaska adopted Resolution 11-111 ***Approving Fund Balance Policy and Establishing Fund Balance Restrictions or Commitments*** (attached hereto as Exhibit A) on December 5, 2011; and

Whereas, the City Council has the authority to set aside funds for a specific purpose; however, any funds set aside as Committed Fund Balance requires the passage of a resolution; and

Whereas, Resolution 11-111 established that for the General Fund, Committed Fund Balance at each year-end would equal 100% of compensated absences as determined using year-end actual accumulated leave balances; and

Whereas, City staff has reviewed this commitment and recommends that the City Council revise the formula for the General Fund such that Committed Fund Balance at each year-end will equal the three year-average of the percent of compensated absences as determined using year-end actual accumulated leave balances expected to be used in the upcoming year (currently 68%); and

Whereas, City staff also recommends that the remaining balance of compensated absences in the General Fund be set aside as Assigned Fund Balance at each year-end at the discretion of the Administrative Services Director.

Now, therefore, be it resolved, by the City Council of the City of Chaska, that the City Council hereby amends the committed fund balance of the City for fiscal year-ends beginning 2020 as follows:

Fund:	Specific Revenue Source:	Committed For:
General	Existing Fund Balance	Compensated Absences – Amount will be determined after year-end using the 3-year average of actual accumulated leave balances at each year end that is expected to be used in the upcoming year

Passed and adopted by the City Council of the City of Chaska, Minnesota this 21st day of December 2020.

Mark Windschitl, Mayor

Attachment A

City of Chaska Fund Balance Policy

I. Fund Balance Policy Statement of Purpose

It is important to establish sound financial management policies to ensure financial stability of the City of Chaska for the benefit of residents and businesses. Fund balance reserves are an important component in ensuring the overall financial health of a community, by giving the City's sufficient funds to meet contingency and cash flow timing needs. In establishing an appropriate fund balance, the City needs to consider the demands of cash flow, need for emergency reserves, ability to manage fluctuations of major revenue sources, credit rating and long-term fiscal health.

II. Fund Balance Types

Fund Balance is essentially the difference between assets and liabilities reported in a governmental fund. There are five separate components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purpose for which amounts can be spent.

- Nonspendable Fund Balance (inherently nonspendable)
- Restricted Fund Balance (externally enforceable limitations on use)
- Committed Fund Balance (self-imposed limitations on use)
- Assigned Fund Balance (limitation resulting from intended use)
- Unassigned Fund Balance (residual net resources)

The first two components listed above are not addressed in this policy due to the nature of their restrictions. An example of nonspendable fund balance is inventory. Restricted fund balance is either imposed by law or constrained by grantors, contributors, or laws or regulations of other governments. This policy is focused on the financial reporting of unrestricted fund balance, or the last three components listed above. The three components are further defined below:

III. Committed Fund Balance

The City Council has the authority to set aside funds for a specific purpose. Any funds set aside as Committed Fund Balance requires the passage of a resolution by a simple majority vote. The passage of a resolution must take place prior to December 31 of the applicable fiscal year. If the actual amount of the commitment is not available by December 31, the amount may be determined in the subsequent period before financial statements are issued.

IV. Assigned Fund Balance

Amounts that are constrained by the City's intent to be used for specific purposes, but are neither restricted nor committed, should be reported as assigned fund balance. Upon passage of the Fund Balance Policy, authority is given to the Administrative Services Director to assign funds for specific purposes.

V. Unassigned Fund Balance

Unassigned Fund Balance is the residual amount of fund Balance in the General Fund. It represents the resources available for future spending. An appropriate level of Unassigned Fund Balance should be maintained in the General Fund in order to cover unexpected expenditures and revenue shortfalls.

VI. Classifying Fund Balance Amounts

When both restricted and unrestricted funds are available for expenditure, restricted funds should be spent first unless legal requirements disallow it. When committed, assigned and unassigned funds are available for expenditure, committed funds should be spent first, assigned funds second, and unassigned funds last; unless the governing board has provided otherwise in its commitment or assignment actions.

**REQUEST FOR ACTION
CHASKA CITY COUNCIL
12/21/2020**

Subject: Chaska Park Board Chair and Vice-Chair

Prepared By: Marshall Grange, Parks and Recreation Director

Chaska City Ordinance states that the City Council is to appoint the Chairperson and Vice-Chairperson for the Chaska Park Board. The Council has historically relied on members of the Park Board to recommend individuals for those two positions in order to make the appointments. On December 14th, 2020, the Park Board voted to recommend David Downs as Chairperson and Jason Branch as Vice-Chairperson.

The Park Board seeks Council approval of its recommendation, contingent upon Council reappointment of both Commissioner Downs and Commissioner Branch.

CITY COUNCIL ACTION REQUESTED

Motion to appoint David Downs as Park Board Chairperson and to appoint Jason Branch as Park Board Vice-Chairperson contingent upon reappointments.

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/21/2020

Subject: **Authorization to Approve the Execution of the Memorandum of Understanding for the Arts Program Partnership and the Lease Agreement Between the City of Chaska and the Arts Consortium of Carver County**

Prepared By: **Marshall Grange, Parks and Recreation Director**

Background

On November 16th, 2020, Council approved Resolution #2020-87 authorizing the City Administrator to sign a Letter of Intent for a partnership between the City of Chaska and the Arts Consortium of Carver County (ACCC), including the execution of a Lease Agreement and Program Partnership Agreement.

Since that time, staff have moved forward with the drafting of a Memorandum of Understanding as well as a Lease Agreement. These documents have been reviewed by the City administration, the City's attorney, and the ACCC's Board of Directors.

Upon Council approval, the documents would be executed and would commence on January 1, 2021.

Recommendation

Staff and the Chaska Park Board feel there is mutual benefit of having the Arts Consortium's presence at the Chaska Community Center, as well as great value in partnering with the ACCC. 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 Community Center and introduce them to the variety of activities that are available here. Overall, there is a shared goal and passion to build community through the arts.

Staff recommend Council approval of the Memorandum of Understanding for the Arts Program Partnership, as well as the Lease Agreement.

CITY COUNCIL ACTION REQUESTED

Motion to approve execution of the Memorandum of Understanding for the Arts Program Partnership, as well as the Lease Agreement between the City of Chaska and the Arts Consortium of Carver County.

MEMORANDUM OF UNDERSTANDING
ARTS PROGRAM PARTNERSHIP AGREEMENT
BETWEEN THE CITY OF CHASKA PARKS & RECREATION DEPARTMENT
AND THE ARTS CONSORTIUM OF CARVER COUNTY

This Memorandum of Understanding for an arts program partnership is between the City of Chaska Parks & Recreation department, hereinafter referred to as CITY, and the Arts Consortium of Carver County, a non-profit organization, hereinafter referred to as ACCC.

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 ACCC 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 the respective direct costs and an additional aggregate thirty percent (30%) contribution towards their respective indirect costs and overhead. 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.

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 commence 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.

IN WITNESS WHEREOF, the parties hereto have executed this agreement.

CITY OF CHASKA

By: _____
Mark Windschitl, Mayor

Date: _____

Attest: _____
Chaska Deputy Clerk

Date: _____

ARTS CONSORSIUM OF CARVER COUNTY

By: _____
Cynthia Anderson, Board President

Date: _____

LEASE AGREEMENT

This Lease Agreement ("Lease") entered into this ____ day of _____, 2020, by and between the City of Chaska, a municipal authority organized under the laws of the State of Minnesota, hereinafter referred to as "Lessor", and the Arts Consortium of Carver County, (ACCC) a 501C 3 non-profit organization under the laws of the State of Minnesota, hereinafter referred to as "Lessee";

WITNESSETH:

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 as shown in Exhibit "A". The ("Premises") include the spaces known as the former cafe area (570 sq. ft.) and the adjacent storage area (180 sq. ft.).

1. **TERM.** The term of this lease is for three (3) years, commencing on January 1, 2021.
2. **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.
 - A. **Net Sales.** Net sales are calculated by deducting costs of goods sold, sales allowances, sales discounts, sales returns and sales tax 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. Lessee shall pay Lessor the greater amount of either the 50% Net Sales or the scheduled lease payment set forth in Exhibit B each month. Lessee shall pay to Lessor, rent without deduction or offset, that is received by the Lessor on or before the fifteenth (15) day of each month, addressed to the City of Chaska, One City Hall Plaza, Chaska, Minnesota 55318.
3. **ACCOUNTING.** The collection of money for all sales are the sole responsibility of the Lessee. Lessee shall provide Lessor a sales report on or before the 15th of every month that accounts for all sales during the previous month.
4. **RENT DELINQUENCIES.** If any payment owed to the Lessor is not received within five (5) business days from the date when due, such delinquent amount shall bear interest at a rate equal to 4% over the Prime Rate established by US Bank from time to time, from the due date until paid.

5. USE. Lessee will use the Premises solely to operate the ACCC's retail store and activities incidental thereto. The retail store shall be open to the public and be staffed with Lessee's employees and/or volunteers during all open hours. 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.
6. ACCESS. Unless there has been prior approval from the Parks and Recreation Director, Lessee shall only have access to the Premises during periods in which the Property is open to the public.
7. USE BY LESSEE OF OTHER FACILITIES.
 - 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. PARSKS & 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 and availability.
8. UNLAWFUL USE. Lessee will not use the Premises or conduct its operations in violation of any statute, regulation, or ordinance of any governmental body.
9. IMPROVEMENTS, ALTERATIONS AND ADDITIONS BY LESSEE. By entry hereunder, Lessee shall be deemed to have accepted the Premises as being in good, sanitary order, condition, and repair. Lessee is responsible for furniture and furnishings of said premises. Lessee shall not make or allow to be made any other alterations, additions, or improvements to or of the Premises without the written consent of Lessor, which will not be unreasonably withheld.
10. MAINTENANCE AND REPAIRS. Upon completion of the Lessee's moving in, Lessee agrees to maintain the 750 square feet of the leased Premises including, but not limited to, floor vacuuming/cleaning, trash removal, window washing and all other necessary means to keep the space in a clean, safe, and sanitary manner. The Lessee may use the garbage dumpsters of the Lessor for that trash which is generated as part of the Lessee's daily business. The Lessor shall ensure Lessee is maintaining their Premises to the same standard of Lessor's building maintenance department.
11. COMMON AREAS. Lessee shall, for itself and for Lessee's customers, vendors, guests and invitees, have the non-exclusive use of the hallways, restrooms and other common areas in the building and on the real property where the Chaska Community Center is situated (the "Property"). Lessee, and Lessee's customers, shall have the non-exclusive use of the two restrooms adjacent to the Premises (the "Common Restrooms"). Lessor shall be responsible, at its sole expense, for cleaning and maintenance of the Common Restrooms at all times.

12. ASSIGNMENT AND SUBLETTING. Lessee may not assign this Lease or sublet any portion of the Premises without Lessor's prior written consent.
13. LIENS. Lessee shall keep the premises and the property on which the Premises is situated free and clear from any liens arising out of any work performed or material furnished to Lessee, except that Lessee shall have the right, at its election and expense, to contest any such lien so long as the contesting thereof is not prejudicial to Lessor and in the event Lessee does contest any such lien, Lessee shall post a bond or other security satisfactory to Lessor, and which security shall remain in effect until such time as said lien is discharged.
14. SIGNAGE. Lessee may place signage within their leased Premises. All signage and artwork displayed on the windows located in the Premises that overlook the pool area must be approved by Lessor. All signage and artwork placed outside of Lessee's Premises must be approved by Lessor.
15. POLICIES, RULES AND REGULATIONS. As a material part of the consideration rendered by Lessor, and in further consideration of the mutual promises and covenants of the Lessor and other Lessees, Lessee agrees that it shall be bound by, and adhere to such policies, rules and regulations of the operations of the CCC as Lessor may determine are advisable to insure fair and equitable employment of the common passageways and off street parking areas, provided said policies, rules and regulations are uniformly applied to all occupants and do not create unreasonable interference with Lessee's ability to use the Premises as defined herein.
16. UTILITIES. Lessor shall provide and pay all costs of heating by natural gas and air conditioning of the Premises; also, Lessor shall pay water, electricity, sewer, rubbish disposal, ventilation, landscaping, parking lot and sidewalk maintenance, and snow and ice removal. Lessee shall be responsible for custodial services, phone, and internet for the premises. Lessor agrees to provide sprinklers and to perform any other work necessary to comply with present and future governmental codes and regulations except as same would be required of Lessee's specific use of the premises.
17. INSPECTION AND ENTRY. Lessor may, upon reasonable prior notice, enter the Premises to inspect the same and make repairs required or permitted to be made by Lessor, and to show the Premises to prospective Lessees during the two (2) months prior to the end of the Lease Term. Lessor may enter the Premises at any time in the event of an emergency.
18. HAZARDOUS MATERIALS. Neither Lessee, shall at any time handle, use, manufacture, store or dispose of in or about the Premises or the Property any flammables, explosives, radioactive materials, hazardous waste or minerals, toxic waste or materials, or other similar substances, petroleum products or derivatives or any substance (collectively "Hazardous Materials") subject to regulation by or under any federal, state and local laws and ordinances relating to the protection of the environment or the keeping, use or disposition of environmentally Hazardous Materials, substances, or waste, presently in effect or hereafter adopted, all amendments to any of them, and all rules and regulations issued pursuant to any such laws or ordinances (collectively "Environmental Laws").
19. PARTIAL DESTRUCTION. In the event of a partial destruction of the said Premises during the said Term from any cause, Lessor shall forthwith repair the same provided such repairs can be made within sixty 60 day under the laws and regulations of county or municipal authorities, but such

partial destruction shall in no way annul or void this Lease, except that Lessee shall be entitled to a proportioned reduction of rent while such repairs are being made, such proportioned reduction to be based upon the extent to which the making of such repairs shall interfere with the business carried on by the Lessees in said Premises. If such repairs cannot be made within one hundred twenty (120) days after the occurrence of such damage or destruction, this Lease may be terminated at the option of either party. In the event that the building in which the Premises are situated is destroyed to the extent of not less than fifty percent (50%) of the replacement cost thereof, Lessor may elect to terminate this lease, whether the Premises be injured or not. A total destruction of the building in which said Premises are situated shall terminate this lease.

20. INSURANCE. Lessee, as a material part of this consideration to be rendered to Lessor, hereby waives all claims against Lessor for damages to goods, wares and merchandise on said Premises, and for injuries to persons on said Premises, from any cause arising at any time, except deliberate and malicious acts of Lessor, and Lessee shall hold Lessor exempt and harmless from any and all damage or injury to any person or to any property arising from the use of the Premises by Lessee, or from failure of Lessee to keep premises in good condition and repair.

Lessee shall keep in force, at its own expense, during the term of this Lease a policy of comprehensive liability insurance insuring both Lessee and Lessor against any liability arising out of the ownership, use, occupancy, or maintenance of the Premises and all areas appurtenant thereto. Such insurance shall be in the amount of not less than \$1,500,000.00 for injury or death of one person in any one accident or occurrence, and in the amount of not less than \$1,500,000.00 for injury or death of more than one person in any one accident or occurrence, or such higher amounts as may be required by state or local government authorities. Lessee shall deliver copies of such policies or certificates of insurance, with loss payable clauses naming Lessor as an additional insured. No policy shall be cancelable or subject to reduction of coverage as to Lessor without ten (10) days prior written notice and opportunity to cure to Lessor. All such policies shall be written as primary policies not contributing with and not in excess of coverage which Lessor may carry.

- A. Fire Insurance. Lessee shall keep in force, at its own expense, fire insurance, excluding extended coverage, vandalism and malicious mischief and demolition and debris removal, insurance for an amount not less than the current replacement cost of all of Lessee's leasehold improvements, trade fixtures, merchandise and all personal property from time to time in or upon the Premises. Such policy proceeds shall be used, to the extent necessary, to repair or replace the property damaged or destroyed.
- B. Waiver of Claims and Subrogation. Notwithstanding any provision in this Lease to the contrary, Lessor and Lessee hereby release one another from any and all liability or responsibility (to the other or anyone claiming through or under them by way of subrogation or otherwise) for any loss or damage covered by property insurance or coverable by a customary policy of the other insurance required, even if such loss or damage is caused by the fault or negligence of the other party or anyone for whom such party may be responsible.
21. INDEMNIFICATION. Lessor shall not be liable and Lessee waives all claims against Lessor for any damage to any property or any injury to any person in or about the Premises or the Property by or from any cause whatsoever, except to the extent caused by or arising from the gross negligence or willful misconduct of Lessor. Except as provided herein, Lessee shall protect, indemnify and hold the

Lessor harmless from and against any and all loss, claims, liability or costs (including court costs and attorney's fees) incurred by reason of: (i) any damage to any property or any injury to any person occurring in, on or about the Premises or the Property to the extent that such injury or damage is caused by or arise from any actual or alleged act, neglect, fault, or omission by or of Lessee, its agents, servants, employees, invitees, or visitors to meet any standards imposed by any duty with respect to the injury or damage; (ii) the conduct or management of any work or thing whatsoever done by Lessee in or about the Premises or from transactions of the Lessee concerning the Premises; (iii) Lessee's failure to comply with any and all governmental laws, ordinances, and regulations applicable to the condition or use of the Premises, the Property or its occupancy; or (iv) any breach or default on the part of the Lessee in the performance of any covenant or agreement on the part of the Lessee to be performed pursuant to this Lease. The provisions of this section shall survive the termination of this Lease with respect to any claim or liability accruing prior to such termination.

22. DEFAULT. If Lessee fails to keep or perform any of its covenants and agreements contained in this Lease, or if Lessee vacates the Premises during the term of this Lease, then, ten (10) days after mailing of written notice from Lessor, in case of non-payment of any rent that is due and not in dispute (including Base Rent and any additional charges) or any other default which may be cured by the payment of money, and forty-five (45) days after receipt of such notice by Lessee in case of other neglect or failure (provided, however, that Lessee shall not have paid the rent or other sum within the ten (10) days, or have cured or commenced to cure any other neglect or failure, so far as could reasonably be accomplished within the forty-five (45) days), then Lessor may, at its sole election and discretion, enter the Premises and take possession of the same, without forfeiture of the rents accrued and to be paid by the Lessee, and terminate this Lease free from any right or claim of Lessee.
23. SURRENDER. Lessee will surrender the Premises to Lessor upon termination of the Lease, whether by lapse of time or otherwise, broom clean, and in good order, condition, and repair, except for ordinary wear and tear. Any holding over by Lessee following the end of the term will be construed to be only a tenancy from month-to-month for which Lessee shall be required to pay rent at the same rate in effect at the end of the term.
24. BINDING EFFECT. The covenants and conditions herein contained shall, subject to the provisions as to assignment, apply to and bind the heirs, successors, and assigns.
25. PRORATION OF RENT. Rent shall be prorated as necessary to adjust for partial months at the commencement or termination of this Lease, if applicable.
26. QUIET ENJOYMENT. Lessor warrants to Lessee peaceful and quiet enjoyment of the Premises, according to the terms of this Lease, and represents that it is lawfully seized of the Premises.
27. GOVERNING LAW. Lessee shall, at its sole cost and expense, comply with all the requirements of all municipal, state and federal authorities now in force or which may hereafter be in force with respect to Lessee's use of Premises, except for Lessor's obligations as defined in the Lease, and shall faithfully observe in the use of the Premises all municipal ordinances and the state and federal statutes now in force or which may hereafter be in force

IN WITNESS WHEREOF, the Lessor and Lessee have caused this instrument to be executed in duplicate on the day and year first above written.

LESSOR:

CITY OF CHASKA

By: _____
Mark Windschitl, Mayor

Date: _____

Attest: _____
Chaska Deputy Clerk

Date: _____

LESSEE:

ARTS CONSORSIUM OF CARVER COUNTY

By: _____
Cynthia Anderson, Board President

Date: _____

EXHIBIT "A"
Property with Premise Identified as Café Area
and Adjacent Storage Closet



Chaska Community Center

1661 Park Ridge Drive - Chaska, MN 55318

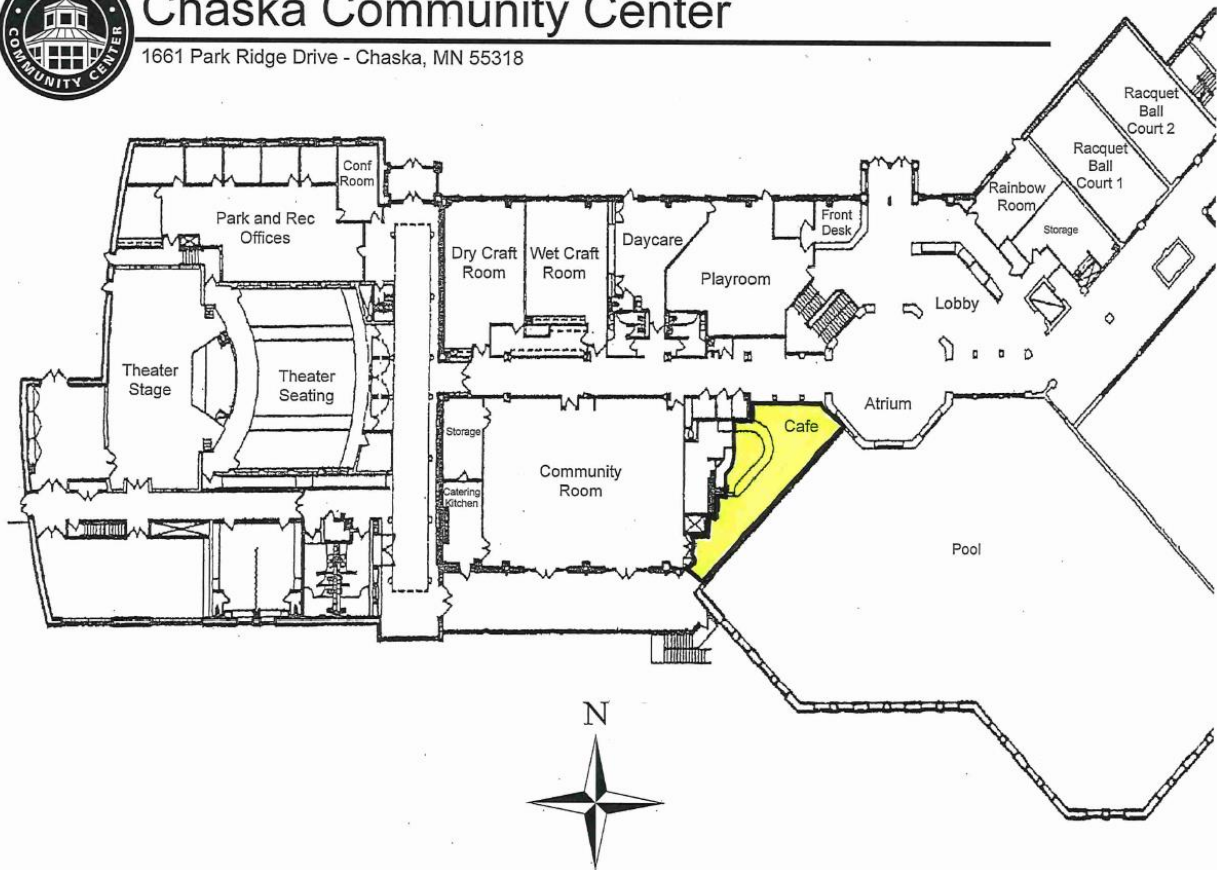


EXHIBIT “B”

Schedule of Lease Payments:

2021: \$750 per month (waive January 2021 lease payment)

2022: \$773 per month

2023: \$796 per month

**REQUEST FOR ACTION
CHASKA CITY COUNCIL
12/21/2021**

Subject: Award Bid for the Lake Grace Pedestrian Trail Bridge

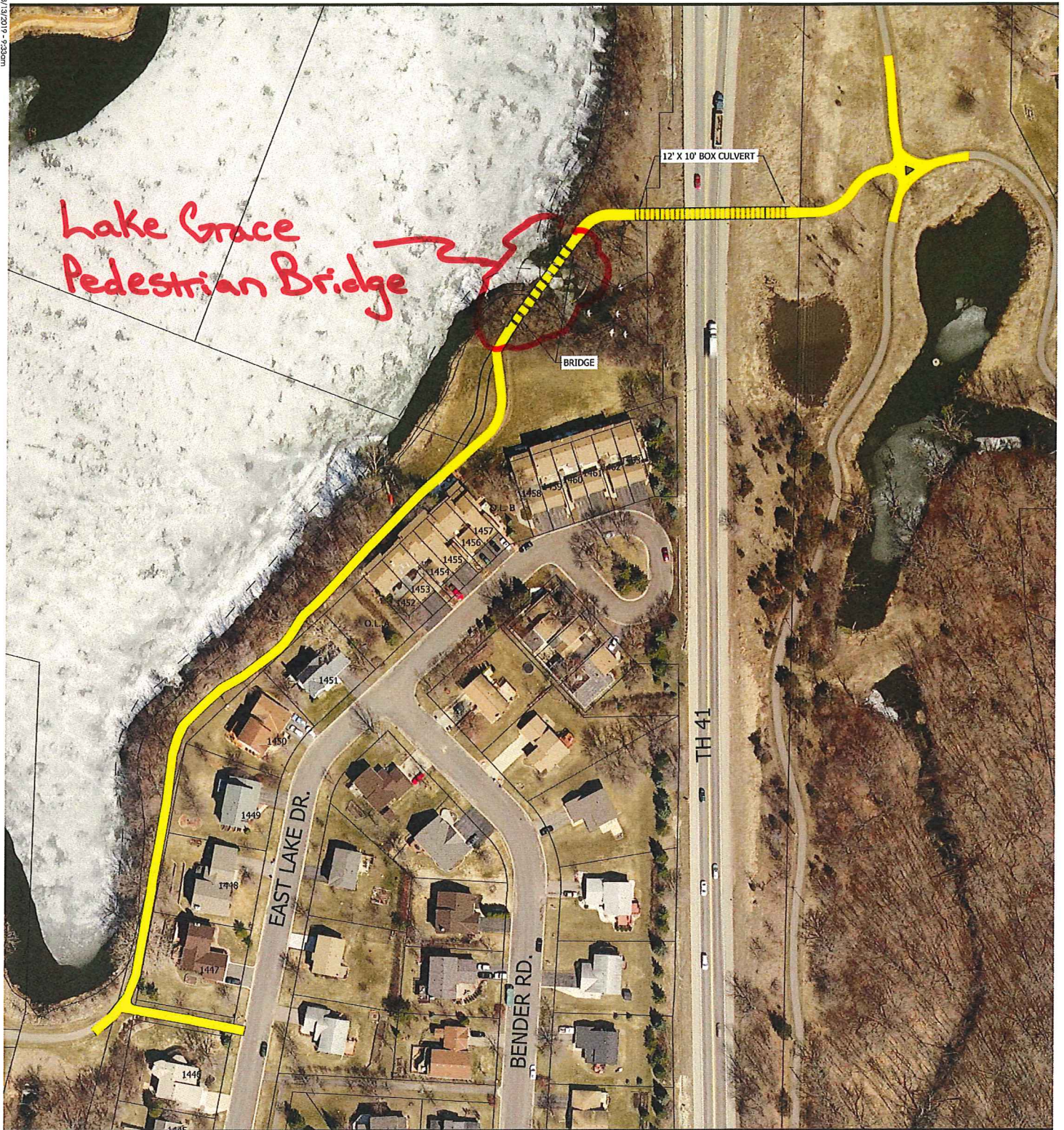
Prepared By: Matt Clark, City Engineer

Back in October, the City elected to move forward with soliciting bids from Contractors for a new pedestrian bridge along Lake Grace. The new pedestrian bridge shown on the attachment and will complete one of the missing links to the City's local trail system and provides the connection to the pedestrian tunnel that was installed under the state highway as a part of the trunk highway expansion project that occurred in 2018.

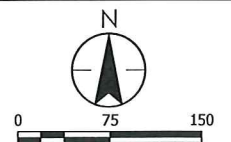
Public Bids were opened on December 11th, 2021, for the new Pedestrian Bridge Project and are noted on the attached resolution. The total construction costs amount for the bridge project was estimated at approximately \$300,000. Ten bids were received for the project with the low bid in the amount of \$305,108.45 being received from Pember Companies, Inc. Pember Construction is a known reputable Contractor and staff is recommending awarding the project.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Resolution 2020-104, awarding the bid for the Lake Grace Pedestrian Bridge to Pember Companies, Inc., in the amended low bid total amount of \$305,108.45.



LOCATION MAP



CITY OF CHASKA
 GRACE LAKE TRAIL IMPROVEMENTS

FIGURE: 1



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000 Minneapolis, MN 55402

December 11, 2020

Honorable Mayor and City Council
City of Chaska
One City Hall Plaza
Chaska, MN 55318

Re: Lake Grace Trail Bridge
Stantec Project No. 193804246
Bid Results

Dear Honorable Mayor and City Council:

Bids were opened for the Project stated above on December 11, 2020. Transmitted herewith is a copy of the Bid Tabulation for your information and file. A copy will also be distributed to the Bidders once the Project has been awarded.

Bids were received from 10 Contractors. The following summarizes the results of the Bids received:

	Contractor	Total Base Bid
Low	Pember Companies, Inc.	\$305,108.45
#2	Vinco, Inc.	\$324,751.00
#3	S. M. Hentges & Sons, Inc.	\$373,107.90
#4	Rosti Construction	\$389,090.00
#5	Veit & Company, Inc.	\$396,114.33
#6	Blackstone Contractors, LLC	\$412,236.00
#7	Sunram Construction, Inc.	\$448,860.00
#8	US SiteWork	\$479,686.60
#9	Park Construction Company	\$635,454.72
#10	L.S.Black Constructors	\$657,584.67

The low Bidder on the Project was Pember Companies, Inc. with a Total Base Bid Amount of \$305,108.45. These Bids have been reviewed and found to be in order.

If the City Council wishes to award the Project to the low Bidder, then **Pember Companies, Inc..** should be awarded the Project on the Total Base Bid Amount of **\$305,108.45.**

Should you have any questions, please feel free to contact me at (612) 712-2001.

Sincerely,

STANTEC CONSULTING SERVICES INC.

David Ahrens, P.E.

Enclosure

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE: 12/21/2021 **RESOLUTION NO.** 2020-104

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

Resolution Awarding the Lake Grace Pedestrian Trail Bridge to Pember Companies, Inc. in the Low Bid Amount of \$305,108.45

WHEREAS, the solicitation of public bids for the Lake Grace Pedestrian Trail Bridge Improvements ("the Project") occurred on December 11, 2021;

WHEREAS, pursuant to an advertisement for bids for said project, bids were opened and tabulated according to State Statute, and the following bids were received:

Contractor	Total Base Bid
Pember Companies, Inc	\$305,108.45
Vinco, Inc.	\$324,751.00
S.M.Hentges	\$373,107.90
Rosti Construction	\$389,090.00
Veit & Company, Inc	\$396,114.33
Blackstone Contractors, LLC	\$412,236.00
Sunram Construction, Inc.	\$448,860.00
US Site Work	\$479,686.60
Park Construction Company	\$635,454.72
L.S. Black Constructors	\$657,584.67

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Chaska, Minnesota does hereby award the bid for the Lake Grace Pedestrian Bridge Improvements to the low responsible bidder, Pember Companies, Inc. in the low bid amount of \$305,108.45.

FURTHER, BE IT RESOLVED, that the Mayor and City Administrator are authorized to execute the contract documents for said improvement project, pending MnDOT approval.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 21st day of December 2021.

CITY OF CHASKA
CARVER COUNTY, MINNESOTA

Mark Windschitl, Mayor

Attest _____
Denise Beebe, Deputy Clerk



Project Name: **Lake Grace Trail Bridge**

I hereby certify that this is an exact reproduction of bids received.

Project No.:

Stantec Project No.: 193804246

Bid Opening: Friday, December 11, 2020 at 10 A.M., CST

Owner: **City of Chaska, Minnesota**

David Ahrens

David Ahrens, PE

License No. 21711

Bidder No. 1

Bidder No. 2

Bidder No. 3

Bidder No. 4

Pember Companies, Inc.

Vinco, Inc.

S.M. Hentges & Sons, Inc.

Rosti Construction

BID TABULATION				Pember Companies, Inc.		Vinco, Inc.		S.M. Hentges & Sons, Inc.		Rosti Construction	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID											
PART 1 - LAKE GRACE TRAIL IMPROVEMENTS											
1	MOBILIZATION	LS	1	\$11,000.00	\$11,000.00	\$6,000.00	\$6,000.00	\$14,400.00	\$14,400.00	\$25,000.00	\$25,000.00
2	TRAFFIC CONTROL	LS	1	\$1,500.00	\$1,500.00	\$5,000.00	\$5,000.00	\$1,275.00	\$1,275.00	\$2,200.00	\$2,200.00
3	STREET SWEEPER WITH PICK UP BROOM AND OPERATOR	HR	16	\$130.00	\$2,080.00	\$50.00	\$800.00	\$170.00	\$2,720.00	\$125.00	\$2,000.00
4	SAWING BITUMINOUS PAVEMENT	LF	20	\$3.00	\$60.00	\$5.00	\$100.00	\$5.45	\$109.00	\$3.00	\$60.00
5	REMOVE BITUMINOUS TRAIL	SY	30	\$13.50	\$405.00	\$10.00	\$300.00	\$10.55	\$316.50	\$9.00	\$270.00
6	AGGREGATE BASE, CLASS 5, 100% CRUSHED	TN	50	\$34.00	\$1,700.00	\$30.00	\$1,500.00	\$45.00	\$2,250.00	\$55.00	\$2,750.00
7	PIPE RAIL FENCE	LF	65	\$197.00	\$12,805.00	\$200.00	\$13,000.00	\$230.00	\$14,950.00	\$155.00	\$10,075.00
8	PROTECTION OF CATCH BASIN, NON-STREET	EACH	1	\$125.00	\$125.00	\$100.00	\$100.00	\$250.00	\$250.00	\$100.00	\$100.00
9	SILT FENCE, MACHINE SLICED	LF	200	\$3.00	\$600.00	\$2.00	\$400.00	\$2.85	\$570.00	\$3.00	\$600.00
10	TEMPORARY CONSTRUCTION ENTRANCE	EACH	2	\$1,000.00	\$2,000.00	\$750.00	\$1,500.00	\$1,000.00	\$2,000.00	\$1,450.00	\$2,900.00
11	SEED MIXTURE TYPE 25-141	LB	4	\$30.00	\$120.00	\$5.00	\$20.00	\$13.15	\$52.60	\$5.00	\$20.00
12	TOP SOIL BORROW (LV)	CY	40	\$60.00	\$2,400.00	\$25.00	\$1,000.00	\$37.50	\$1,500.00	\$15.00	\$600.00
13	FILTER LOGS	LF	150	\$4.00	\$600.00	\$3.00	\$450.00	\$4.30	\$645.00	\$4.00	\$600.00
14	HYDRAULIC SOIL STABILIZER TYPE 4	SY	171	\$4.25	\$726.75	\$3.00	\$513.00	\$4.70	\$803.70	\$3.00	\$513.00
15	EROSION CONTROL BLANKET, CATEGORY 3	SY	171	\$3.00	\$513.00	\$3.00	\$513.00	\$3.95	\$675.45	\$5.00	\$855.00
TOTAL PART 1 - LAKE GRACE TRAIL IMPROVEMENTS					\$36,634.75		\$31,196.00		\$42,517.25		\$48,543.00
PART 2 - BRIDGE											
16	MOBILIZATION	LS	1	\$9,500.00	\$9,500.00	\$6,000.00	\$6,000.00	\$6,300.00	\$6,300.00	\$25,000.00	\$25,000.00
17	STRUCTURAL CONCRETE	CY	56	\$690.00	\$38,640.00	\$700.00	\$39,200.00	\$1,400.00	\$78,400.00	\$375.00	\$21,000.00
18	REINFORCEMENT BARS	POUND	2318	\$1.75	\$4,056.50	\$2.00	\$4,636.00	\$1.50	\$3,477.00	\$3.00	\$6,954.00
19	REINFORCEMENT BARS (EPOXY COATED)	POUND	3702	\$2.60	\$9,625.20	\$3.00	\$11,106.00	\$1.85	\$6,848.70	\$3.00	\$11,106.00
20	BRIDGE SLAB CONCRETE	SF	1320	\$16.50	\$21,780.00	\$9.00	\$11,880.00	\$17.25	\$22,770.00	\$18.00	\$23,760.00
21	STRUCTURE EXCAVATION	LS	1	\$38,000.00	\$38,000.00	\$25,000.00	\$25,000.00	\$63,050.00	\$63,050.00	\$35,000.00	\$35,000.00
22	PEDESTRIAN BRIDGE (SUPERSTRUCTURE)	LS	1	\$128,000.00	\$128,000.00	\$185,400.00	\$185,400.00	\$133,000.00	\$133,000.00	\$165,000.00	\$165,000.00
23	DRAINAGE SYSTEM	LS	1	\$1,650.00	\$1,650.00	\$1,000.00	\$1,000.00	\$1,800.00	\$1,800.00	\$7,000.00	\$7,000.00
24	GEOTEXTILE FABRIC, TYPE 7	SY	188	\$4.00	\$752.00	\$1.00	\$188.00	\$3.40	\$639.20	\$4.00	\$752.00
25	RANDOM RIP RAP CL III	CY	95	\$110.00	\$10,450.00	\$55.00	\$5,225.00	\$102.25	\$9,713.75	\$105.00	\$9,975.00
26	FLOTATION SILT CURTAIN TYPE STILL WATER	LF	280	\$21.50	\$6,020.00	\$14.00	\$3,920.00	\$16.40	\$4,592.00	\$125.00	\$35,000.00
TOTAL PART 2 - BRIDGE					\$268,473.70		\$293,555.00		\$330,590.65		\$340,547.00
BASE BID SUMMARY											
TOTAL PART 1 - LAKE GRACE TRAIL IMPROVEMENTS					\$36,634.75		\$31,196.00		\$42,517.25		\$48,543.00
TOTAL PART 2 - BRIDGE					\$268,473.70		\$293,555.00		\$330,590.65		\$340,547.00
TOTAL BASE BID PARTS 1 & 2					\$305,108.45		\$324,751.00		\$373,107.90		\$389,090.00

Contractor Name and Address: Pember Companies, Inc.
N4449 469th St.

Vinco, Inc.
18995 Forest Blvd. N.

S. M. Hentges & Sons, Inc.
650 Quaker Ave.

Rosti Construction
3009 Fairchild Ave.

BID TABULATION				Bidder No. 5		Bidder No. 6		Bidder No. 7		Bidder No. 8	
				Veit & Company, Inc.		Blackstone Contractors, LLC		Sunram Construction, Inc.		US SiteWork	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID											
PART 1 - LAKE GRACE TRAIL IMPROVEMENTS											
1	MOBILIZATION	LS	1	\$3,650.00	\$3,650.00	\$7,500.00	\$7,500.00	\$1,800.00	\$1,800.00	\$5,800.00	\$5,800.00
2	TRAFFIC CONTROL	LS	1	\$1,665.00	\$1,665.00	\$2,500.00	\$2,500.00	\$8,000.00	\$8,000.00	\$8,035.00	\$8,035.00
3	STREET SWEEPER WITH PICK UP BROOM AND OPERATOR	HR	16	\$130.00	\$2,080.00	\$135.00	\$2,160.00	\$125.00	\$2,000.00	\$242.00	\$3,872.00
4	SAWING BITUMINOUS PAVEMENT	LF	20	\$3.50	\$70.00	\$5.00	\$100.00	\$5.00	\$100.00	\$17.00	\$340.00
5	REMOVE BITUMINOUS TRAIL	SY	30	\$41.00	\$1,230.00	\$30.00	\$900.00	\$5.00	\$150.00	\$12.50	\$375.00
6	AGGREGATE BASE, CLASS 5, 100% CRUSHED	TN	50	\$71.00	\$3,550.00	\$45.00	\$2,250.00	\$47.50	\$2,375.00	\$57.00	\$2,850.00
7	PIPE RAIL FENCE	LF	65	\$215.00	\$13,975.00	\$210.00	\$13,650.00	\$212.00	\$13,780.00	\$224.00	\$14,560.00
8	PROTECTION OF CATCH BASIN, NON-STREET	EACH	1	\$545.00	\$545.00	\$200.00	\$200.00	\$150.00	\$150.00	\$231.00	\$231.00
9	SILT FENCE, MACHINE SLICED	LF	200	\$2.75	\$550.00	\$7.00	\$1,400.00	\$4.00	\$800.00	\$4.80	\$960.00
10	TEMPORARY CONSTRUCTION ENTRANCE	EACH	2	\$1,940.00	\$3,880.00	\$1,000.00	\$2,000.00	\$850.00	\$1,700.00	\$1,750.00	\$3,500.00
11	SEED MIXTURE TYPE 25-141	LB	4	\$35.00	\$140.00	\$50.00	\$200.00	\$50.00	\$200.00	\$58.00	\$232.00
12	TOP SOIL BORROW (LV)	CY	40	\$112.00	\$4,480.00	\$65.00	\$2,600.00	\$56.00	\$2,240.00	\$234.00	\$9,360.00
13	FILTER LOGS	LF	150	\$3.35	\$502.50	\$7.00	\$1,050.00	\$4.00	\$600.00	\$5.80	\$870.00
14	HYDRAULIC SOIL STABILIZER TYPE 4	SY	171	\$3.90	\$666.90	\$5.00	\$855.00	\$4.00	\$684.00	\$6.80	\$1,162.80
15	EROSION CONTROL BLANKET, CATEGORY 3	SY	171	\$2.80	\$478.80	\$5.00	\$855.00	\$4.00	\$684.00	\$4.80	\$820.80
TOTAL PART 1 - LAKE GRACE TRAIL IMPROVEMENTS					\$37,463.20		\$38,220.00		\$35,263.00		\$52,968.60
PART 2 - BRIDGE											
16	MOBILIZATION	LS	1	\$13,500.00	\$13,500.00	\$42,500.00	\$42,500.00	\$20,000.50	\$20,000.50	\$4,450.00	\$4,450.00
17	STRUCTURAL CONCRETE	CY	56	\$1,220.00	\$68,320.00	\$1,450.00	\$81,200.00	\$1,100.00	\$61,600.00	\$1,950.00	\$109,200.00
18	REINFORCEMENT BARS	POUND	2318	\$0.85	\$1,970.30	\$2.25	\$5,215.50	\$3.50	\$8,113.00	\$1.30	\$3,013.40
19	REINFORCEMENT BARS (EPOXY COATED)	POUND	3702	\$1.00	\$3,702.00	\$2.75	\$10,180.50	\$4.25	\$15,733.50	\$1.80	\$6,663.60
20	BRIDGE SLAB CONCRETE	SF	1320	\$19.00	\$25,080.00	\$21.50	\$28,380.00	\$21.00	\$27,720.00	\$34.00	\$44,880.00
21	STRUCTURE EXCAVATION	LS	1	\$43,916.83	\$43,916.83	\$37,000.00	\$37,000.00	\$67,700.00	\$67,700.00	\$56,980.00	\$56,980.00
22	PEDESTRIAN BRIDGE (SUPERSTRUCTURE)	LS	1	\$177,000.00	\$177,000.00	\$151,000.00	\$151,000.00	\$192,750.00	\$192,750.00	\$178,500.00	\$178,500.00
23	DRAINAGE SYSTEM	LS	1	\$5,030.00	\$5,030.00	\$2,000.00	\$2,000.00	\$4,500.00	\$4,500.00	\$2,815.00	\$2,815.00
24	GEOTEXTILE FABRIC, TYPE 7	SY	188	\$2.25	\$423.00	\$5.00	\$940.00	\$5.00	\$940.00	\$4.50	\$846.00
25	RANDOM RIP RAP CL III	CY	95	\$155.00	\$14,725.00	\$120.00	\$11,400.00	\$100.00	\$9,500.00	\$114.00	\$10,830.00
26	FLOTATION SILT CURTAIN TYPE STILL WATER	LF	280	\$17.80	\$4,984.00	\$15.00	\$4,200.00	\$18.00	\$5,040.00	\$30.50	\$8,540.00
TOTAL PART 2 - BRIDGE					\$358,651.13		\$374,016.00		\$413,597.00		\$426,718.00
BASE BID SUMMARY											
TOTAL PART 1 - LAKE GRACE TRAIL IMPROVEMENTS					\$37,463.20		\$38,220.00		\$35,263.00		\$52,968.60
TOTAL PART 2 - BRIDGE					\$358,651.13		\$374,016.00		\$413,597.00		\$426,718.00
TOTAL BASE BID PARTS 1 & 2					\$396,114.33		\$412,236.00		\$448,860.00		\$479,686.60
Contractor Name and Address:				Veit & Company, Inc. 14000 veit Place		Blackstone Contractors, LLC 9520 County Road 19, Suite D		Sunram Construction, Inc. 20010 75th Ave. N.		US SiteWork 11040 183rd Circle NW, Suite B	

BID TABULATION				Bidder No. 5	Bidder No. 6	Bidder No. 7	Bidder No. 8
				Veit & Company, Inc.	Blackstone Contractors, LLC	Sunram Construction, Inc.	US SiteWork
Item Num	Item	Units	Qty	Unit Price Total	Unit Price Total	Unit Price Total	Unit Price Total
				Rogers, MN 55374 Phone: (763) 428-2242 Email: mquicksell@veitusa.com Signed By: Steve Hedtke Title: CFO Signed Responsible Contractor Certificate: Yes Bid Security: Bid Bond Addenda Acknowledged: None	Loretto, MN 55357 (763) 291-7728 brooks@blackstonecontractorsllc.com Bruce Karvonen Vice President Yes Bid Bond None	Corcoran, MN 55340 (763) 420-2140 ryan@sunramconstructioninc.com Ryan M. Sunram Vice President Yes Bid Bond None	Elk River, MN 55330 (763) 280-8508 estimating@ussitework.com Scott Kerzman CEO Yes Bid Bond None



BID TABULATION				Bidder No. 9		Bidder No. 10	
				Park Construction Company		LS Black Constructors	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total
BASE BID							
PART 1 - LAKE GRACE TRAIL IMPROVEMENTS							
1	MOBILIZATION	LS	1	\$4,060.00	\$4,060.00	\$20,473.97	\$20,473.97
2	TRAFFIC CONTROL	LS	1	\$7,000.00	\$7,000.00	\$6,045.90	\$6,045.90
3	STREET SWEEPER WITH PICK UP BROOM AND OPERATOR	HR	16	\$137.00	\$2,192.00	\$371.45	\$5,943.20
4	SAWING BITUMINOUS PAVEMENT	LF	20	\$18.80	\$376.00	\$22.91	\$458.20
5	REMOVE BITUMINOUS TRAIL	SY	30	\$15.30	\$459.00	\$35.91	\$1,077.30
6	AGGREGATE BASE, CLASS 5, 100% CRUSHED	TN	50	\$43.50	\$2,175.00	\$100.29	\$5,014.50
7	PIPE RAIL FENCE	LF	65	\$286.31	\$18,610.15	\$241.44	\$15,693.60
8	PROTECTION OF CATCH BASIN, NON-STREET	EACH	1	\$599.00	\$599.00	\$309.54	\$309.54
9	SILT FENCE, MACHINE SLICED	LF	200	\$5.95	\$1,190.00	\$3.10	\$620.00
10	TEMPORARY CONSTRUCTION ENTRANCE	EACH	2	\$3,610.00	\$7,220.00	\$1.24	\$2.48
11	SEED MIXTURE TYPE 25-141	LB	4	\$30.00	\$120.00	\$61.91	\$247.64
12	TOP SOIL BORROW (LV)	CY	40	\$82.20	\$3,288.00	\$99.05	\$3,962.00
13	FILTER LOGS	LF	150	\$3.50	\$525.00	\$3.71	\$556.50
14	HYDRAULIC SOIL STABILIZER TYPE 4	SY	171	\$6.50	\$1,111.50	\$4.34	\$742.14
15	EROSION CONTROL BLANKET, CATEGORY 3	SY	171	\$5.50	\$940.50	\$3.10	\$530.10
TOTAL PART 1 - LAKE GRACE TRAIL IMPROVEMENTS					\$49,866.15		\$61,677.07
PART 2 - BRIDGE							
16	MOBILIZATION	LS	1	\$25,390.75	\$25,390.75	\$32,524.91	\$32,524.91
17	STRUCTURAL CONCRETE	CY	56	\$1,177.50	\$65,940.00	\$3,046.24	\$170,589.44
18	REINFORCEMENT BARS	POUND	2318	\$1.70	\$3,940.60	\$1.12	\$2,596.16
19	REINFORCEMENT BARS (EPOXY COATED)	POUND	3702	\$2.00	\$7,404.00	\$2.97	\$10,994.94
20	BRIDGE SLAB CONCRETE	SF	1320	\$22.65	\$29,898.00	\$12.74	\$16,816.80
21	STRUCTURE EXCAVATION	LS	1	\$125,700.00	\$125,700.00	\$137,809.18	\$137,809.18
22	PEDESTRIAN BRIDGE (SUPERSTRUCTURE)	LS	1	\$300,668.22	\$300,668.22	\$193,808.04	\$193,808.04
23	DRAINAGE SYSTEM	LS	1	\$2,330.00	\$2,330.00	\$2,971.57	\$2,971.57
24	GEOTEXTILE FABRIC, TYPE 7	SY	188	\$9.00	\$1,692.00	\$18.57	\$3,491.16
25	RANDOM RIP RAP CL III	CY	95	\$191.00	\$18,145.00	\$190.68	\$18,114.60
26	FLOTATION SILT CURTAIN TYPE STILL WATER	LF	280	\$16.00	\$4,480.00	\$22.11	\$6,190.80
TOTAL PART 2 - BRIDGE					\$585,588.57		\$595,907.60
BASE BID SUMMARY							
TOTAL PART 1 - LAKE GRACE TRAIL IMPROVEMENTS					\$49,866.15		\$61,677.07
TOTAL PART 2 - BRIDGE					\$585,588.57		\$595,907.60
TOTAL BASE BID PARTS 1 & 2					\$635,454.72		\$657,584.67
Contractor Name and Address:				Park Construction Company 1481 81st. Ave. NE		LS Black Constructors 1959 Sloan Place, Suite 220	

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/21/2020

Subject: City Square West Preferred Developer

Prepared By: Nate Kabat, Assistant City Administrator

Background

The following provides a timeline of key decisions that the Chaska City Council has made in support of pursuing a redevelopment on the block directly west of City Square Park, commonly referred to as City Square West:

At its December 3, 2018 meeting, the Chaska City Council approved resolution 2018-140 approving concept plans for City Square West and two alternate Library sites and authorized City staff to move forward with next steps to project implementation.

At its November 4, 2019 work session, the Chaska City Council heard an update from staff on due diligence work that has been completed to prepare for project implementation. Council was also presented with a preliminary financial model for the project. The financial model presented sources that would be needed to support the project which include developer contribution, community fund, grants, and TIF contribution. At the meeting staff projected that Council would be asked to establish the TIF in early 2020.

At its February 3, 2020 work session, the Chaska City Council heard an update from staff which included efforts to prepare for release of an RFQ to identify a preferred developer and updates to the financial model. The updated financial model included the same sources as previously presented on November 4th, but the numbers were refined to tie developer contribution closer to market realities. Council was presented with a proposed map of the TIF district and with the need to establish the district in early 2020 to enable bonding required for property acquisition and assembly for the project to proceed.

At its February 3, 2020 meeting, the Chaska City Council approved resolution 2020-10 calling for a public hearing at the March 16, 2020 meeting to establish a TIF district in support of the City Square West redevelopment.

At its March 16, 2020 meeting, the Chaska City Council approved resolution 2020-23 to establish TIF District #23 to include the block identified for the City Square West Redevelopment and the half block identified as the preferred site for the new Chaska Library.

At its November 30, 2020 meeting, the Chaska City Council directed staff to hold interviews with the developers who submitted to the RFQ in February and appointed Councilmembers Hatfield and Grau to participate on behalf of Council.

Update

Following the direction provided to staff by Council on November 30th, City staff moved to hold interviews of the developers who responded to the RFQ earlier this year. All three developers who submitted were contacted and two expressed a desire to proceed with the interview.

Interviews were held on December 9, 2020 to interview Trident Development and Inland Development Partners. The interview panel consisted of Councilmember Grau, Councilmember Hatfield, Matt Podhradsky, Kevin Ringwald, and Nate Kabat. Interview questions were shared with both development groups ahead of time to enable their preparation. Questions included topics of the qualifications and capabilities of the development team, experience with public-private partnerships, approaches to creative financing to support projects, regard for historic preservation and downtown context, areas of excitement and areas for concern about the project, proposed timeline, and measures of project success.

Following the interview, the interview team took time to debrief and share their thoughts of the input received. The interview team agreed that both developer teams presented well and provided responses that displayed both would be capable of delivering on the redevelopment. With that in mind, the group agreed that when comparing the two, the displayed experience and comparable projects completed caused the development team led by Inland Development Partners to stand out.

The Inland Development Partners (IDP) team is led by Bob Cunningham and Tom Shaver, both partners of the firm who bring 75+ years of combined development experience. For the City Square West project, IDP will team up with Todd Mohagen from Mohagen Hansen Architects, Tom Whitlock from Damon Farber Landscape Architecture, and Tricia Pitchford from Mid-America Group. Project experience among the team includes Excelsior & Grand, St. Louis Park; Nolan Mains, Edina; Chamberlain Apartments, Richfield; and Parker Station Flats, Robbinsdale; among others.

Looking ahead, IDP proposes the following timeline working towards project implementation and delivery. Importantly, this timeline is a proposal meant to frame discussion, but will be subject to change as the project becomes better understood.

Jan. – July, 2021: Preliminary Design/Entitlements

Aug. – Nov., 2021: Schematic Design

Nov., 2021 – May, 2022: Design Development and Construction Documents

June, 2022 – March, 2024: Construction

April, 2024: Opening

Council should anticipate the first 90 days will include a due diligence process on the project working with IDP that would lead towards a preliminary development agreement. This agreement would be brought to Council for approval.

Recommendation

The project team assembled by IDP displayed a wealth and depth of experience that aligns well with the objectives the community and City Council have set for the City Square West redevelopment through the planning process to this point. Through their submission to the RFQ and the interview process, the IDP team was able to speak to direct experience with public-private partnerships, creative financing solutions to support redevelopment, and displayed an

understanding of the values Chaska has as a community, a respect for Chaska's historic downtown, and an understanding of the public's goals for this redevelopment. Based on the conversations staff had with Councilmembers Grau and Hatfield following the interviews, staff supports moving forward with IDP as the preferred developer for this project.

CITY COUNCIL ACTION REQUESTED

Motion to authorize staff to work with Inland Development Partners to begin feasibility analysis of the City Square West redevelopment concept leading towards a preliminary development agreement.



QUALIFICATIONS



IDP *Inland Development Partners*



CHASKA, MN CITY SQUARE WEST
**PRESENTATION OF
QUALIFICATIONS**



IDP *Inland Development Partners*

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INLAND DEVELOPMENT PARTNERS

SECTION 1

COVER LETTER



February 28, 2020

Mr. Kevin Ringwald
City of Chaska
One City Hall Plaza
Chaska, MN 55318

RE: REQUEST FOR QUALIFICATIONS – CITY SQUARE WEST

Dear Mr. Ringwald,

The entire team assembled by Inland Development Partners (IDP) for the Chaska City Square West project would like to thank the City of Chaska staff and CEDA for the opportunity to express our enthusiasm and present our qualifications as your development partner for this exciting project. We understand and embrace the goal of the continued revitalization of the City of Chaska's downtown.

We have assembled a team of architects, engineers, planners, brokers and developers who are uniquely qualified to imagine, design, build and manage this important revitalization effort in the heart of the Chaska community. This team is very excited to work with the city staff and CEDA to successfully accomplish your vision.

IDP and our entire team have proven our ability to work collaboratively with all stakeholders to achieve successful redevelopments in the communities in which we work. Examples include the recently completed Nolan Mains in Edina which extended the character and pedestrian connections of their community hub in the 50th and France neighborhood and The Chamberlain in Richfield, comprised of three new apartment buildings and the renovation of three vintage 1960's apartment buildings, whose name and design connects it to the history of the city.

Recognizing and respecting the deep history of the Chaska community, we believe that our team can create a project that will weave into that community tapestry. The Chaska City Square West project will meet many community needs including public outdoor spaces, parking and housing and will be a catalyst for additional downtown development and attracting new community members.

Once again, thank you for this opportunity to present our team. On the pages that follow we will address the submittal requirements and we welcome any questions or comments that may arise during review. We look forward to working closely with staff and CEDA to turn this vision into a reality.

Sincerely,

A handwritten signature in black ink that reads "Tom Shaver". The signature is written in a cursive, flowing style.

Tom Shaver
Partner

INLAND DEVELOPMENT PARTNERS

SECTION 2

DEVELOPER TEAM

SECTION 2 Developer Team

INTRODUCTION TO THE TEAM

In a conscious effort to meet the unique needs of this proposed project, the Inland Development Partners Team is joined by its Architecture and Interior Design Partner, Mohagen Hansen Architecture | Interiors along with the expertise of a variety of service oriented firms that specialize in the development of multi-family housing projects. Together we are extremely well aligned to partner with the City of Chaska to plan and design a mixed-use development that supports the community's mission "to be the Best Small Town in Minnesota."

WE JOIN TOGETHER, COMMITTED TO MEETING THE GOALS OF THE CITY OF CHASKA

Strengthen the Business District | Contribute to a Sustainable Downtown | Create a Design Concept Celebrating History | Provide Connections to the Community | Enhance the Community with a Plan that Encourages Walkability and Accessibility



DEVELOPERS

Tom Shaver Bob Cunningham Kent Carlson



MOHAGEN HANSEN

Architecture | Interiors

ARCHITECTURE AND INTERIOR DESIGN

Todd Mohagen, AIA Steve Paetzel Ginnie Schneider, AIA
Haley Stofferahn, NCIDQ, LEED Green Associate

LANDSCAPE ARCHITECTURE

DF/DAMON FARBER LANDSCAPE
ARCHITECTS
Tom Whitlock, ASLA
Jeff McMenimen, RLA, ULI

SITE PLANNING AND DESIGN

ALLIANT ENGINEERING, INC.
Clark Wicklund

ENVIRONMENTAL ENGINEERING

BRAUN INTERTEC
Steve Jansen
Bob Janssen

MULTI-FAMILY REAL ESTATE ADVISORS

MARQUETTE ADVISORS
Brent Wittenberg

PROPERTY MGMT & RETAIL LEASING

MID-AMERICA REAL ESTATE GROUP
Jesseka Doherty
Tricia Pitchford



SECTION 2 Developer Team

FIRM PROFILES

The following pages provide information of each of the team member firms. This information will demonstrate the years of experience that each team brings to the project along with the depth of service offerings. Each profile will be following by the unique qualifications and strategies that each firm brings to this specific project.

DEVELOPER

INLAND DEVELOPMENT PARTNERS

Inland Development Partners (IDP) is the culmination of the talents and track records of real estate professionals Kent Carlson, Bob Cunningham, Tom Shaver and Steve Schwanke. With more than 190 years of combined experience, successful developments mapped out in miles and a sheer enthusiasm for complex challenges, IDP transforms landscapes and communities through land development, site redevelopment and asset repositioning throughout the Twin Cities and the Upper Midwest.

Supported by deep market expertise and trusted business and industry relationships, IDP guides clients and communities through the complexities of the real estate process by leading thoughtful planning, overcoming site and environmental challenges, partnering with city and state stakeholders and providing grounded financial solutions.

CORE VALUES:

ACCOUNTABILITY

Manage the resources of our partners and communities.

AGILITY

Respond quickly to inevitable challenges and market conditions by relying on experience, expertise and knowledge.

COLLABORATION

Work and communicate openly with all team members and partners to achieve creative and positive outcomes.

PRINCIPLED ACTION

Foster an optimistic culture focused on precision and results.



IDP Inland Development Partners

UNIQUE QUALIFICATIONS | STRATEGIES TO COMPLETE THE PROJECT

Inland Development Partners will be the project lead and will coordinate the activities and output from all other team members. Our overall strategy for success is to imagine building solutions that achieve the distinct and varied goals set forth in the Request for Qualifications while recognizing the constraints of the financial and general marketplace. We can achieve that goal through open, honest and continual communication with all stakeholders, especially the staff and CEDA of the City of Chaska. Our development team is comprised of partners and associates with vast experience and creative successes throughout the country. We embrace the partnership model because of the simple notion that many create better solutions than one. Our team has the unique ability to contextualize, connect, cooperate, coordinate, implement and complete the vision. And most importantly, we share and believe in the vision.



MOHAGEN HANSEN
Architecture | Interiors

ARCHITECTURE AND INTERIOR DESIGN

MOHAGEN HANSEN ARCHITECTURE | INTERIORS

Mohagen Hansen was founded in 1989 by Todd Mohagen, AIA. Since its founding, the firm has evolved into a full-service architecture and interior design firm. Today, Mohagen Hansen is lead by Firm Principals, Todd Mohagen, AIA, and Mark L. Hansen, AIA and maintains over 40 professional staff.

We've work extremely hard to earn a reputation for providing high-quality, "out of the box" design solutions that respond to clients' goals and objectives, while remaining sensitive to schedule and budget requirements. Your project should be a direct reflection of you - your mission, vision, philosophies and culture. We are committed to creating inspirational designs that reflect who you are today and who you want to be in the future.

With Mohagen Hansen on your team, you are working with a firm that values connection, excellence, integrity, agility, and curiosity. We believe these values are found in every member of our staff, and that each person not only demonstrates these values in their work environment, in their daily lives as well.

UNIQUE QUALIFICATIONS | STRATEGIES TO COMPLETE THE PROJECT

Mohagen Hansen is nearing completion on a unique mixed use development project, Nolan Mains in Edina, MN. This experience offers hands on expertise to working through a public process in an efficient and extremely positive manner. The team worked diligently to create a strategy that clearly communicated outcomes and how the community would be affected throughout the process.

We foresee following a very similar process with the City of Chaska. One where the concepts developed clearly respond to the goals and objectives of the community, resulting in a project that evokes excitement and makes people proud to live in, work in, shop in and visit Chaska!

We also have experience working successfully with both Inland Development and the City of Chaska on a variety of challenging endeavors. This familiarity and knowledge of people and processes will keep this project moving smoothly.



SECTION 2 Developer Team

FIRM PROFILES (CON'T)

SITE PLANNING AND DESIGN: CIVIL ENGINEERING



ALLIANT

ALLIANT ENGINEERING, INC.

Alliant Engineering, based in Minneapolis, Minnesota, offers consulting services for Land Development, Surveying, and Transportation projects. Based on our multi-disciplinary approach, Alliant creates value for its clients by providing high quality professional services and innovative approaches to problem solving.

Founded in 1995, Alliant has grown to become a company of diverse professionals including landscape architects, surveyors, planners and engineers. This allows us to offer an approach which is essential in today's competitive marketplace to provide our clients with the expertise to carry their projects from start to finish.

Alliant's expertise in signal optimization and implementation has continued to grow by building on successful projects, applying new techniques and bringing innovation to the project development process. Alliant will provide the City of Chaska with a project team with an unmatched wealth of recent signal optimization and field implementation experience.

UNIQUE QUALIFICATIONS | STRATEGIES TO COMPLETE THE PROJECT

Alliant's senior staff have participated in numerous redevelopment projects in the metropolitan area and in collaboration with numerous agencies, business partners and funding entities. The scope and scale of a number of these mixed-use projects with multi-story buildings and phased construction in conjunction with shared underground parking is consistent with the Cities development objectives. We are currently participating in the development and construction of several projects in the City of Chaska, which required stormwater review and approval by Carver County Soil and Water. As such, Alliant is uniquely qualified to participate in providing engineering services to assist in development of the site.

DF/

DAMON FARBER LANDSCAPE ARCHITECTS

LANDSCAPE ARCHITECTURE

DF/DAMON FARBER LANDSCAPE ARCHITECTS

UNIQUE QUALIFICATIONS | STRATEGIES TO COMPLETE THE PROJECT

Our collaborative approach to planning and design through strong partnerships with clients and communities has enabled us to create memorable places, from vision through completion on dozens of mixed-use developments in the Twin Cities. The team selected to work with you on this project has direct experience working with City of Chaska staff and stakeholders on the Chaska Downtown Master Plan and Design Guidelines. A new member of our team, Jeff McMenimen played an important urban design role. Through the master planning effort, the City Square West site was identified as a catalyst opportunity site where redevelopment concepts were explored, leading to the redevelopment study that now provides the foundation for this effort. This knowledge and involvement will benefit the team!

Damon Farber is an award winning landscape architecture and site planning firm focused on innovative design, research, and collaboration. Our portfolio includes exceptional outdoor environments of varied scales which reflect sensitivity to the natural environment and a dedication to the needs of our clients.

We are an experienced team of landscape architects who explore and understand all contributing influences on a project and develop solutions with long term viability. Our work is enriched through frequent partnerships with allied design professionals, engineers, ecologists, historians and artists.

Damon Farber's multifaceted firm strengths include inspiring design, community leadership and engagement, cultural landscapes, campus planning, extraordinary graphic abilities, disciplined materials research, and fiscal responsibility. For over 37 years, our portfolio has consistently reflected a composed clarity and strong contribution to the built environment.

SECTION 2 Developer Team

FIRM PROFILES (CON'T)

ENVIRONMENTAL ENGINEERING

BRAUN INTERTEC

Assisting public and private Minnesota organizations and property owners with site evaluations, site preparation recommendations, and construction support services has been the core competency of Braun Intertec Corporation since our founding in 1957.

With more than 1,000 employees, Braun Intertec is the largest Minnesota-owned multi-disciplined engineering firm that provides geotechnical and environmental consulting, as well as construction testing and special inspections. Our staff routinely provide a full range of engineering services on a variety of Brownfields projects in the Twin Cities area that include residential, commercial, and mixed-use redevelopments. As an employee-owned company, each of our employees has an interest in the success of Braun Intertec and our reputation for outstanding service.

**BRAUN
INTERTEC**

UNIQUE QUALIFICATIONS | STRATEGIES TO COMPLETE THE PROJECT

Braun Intertec conducted the Phase I and II Environmental Site Assessments and preliminary geotechnical evaluation of the City Square West Site in 2017-2018. This site-specific experience and our proven Brownfields redevelopment and environmental grant expertise make us an ideal team member. In addition, Braun Intertec and Inland Development Partners have a strong working relationship in cleanup and redevelopment of contaminated properties. In the past two years, Braun Intertec and Inland Development Partners have secured more than \$3,100,000 in environmental cleanup grant funds from the Department of Trade and Economic Development (DEED), Metropolitan Council and County for the Hilgers commercial redevelopment in Maple Grove, and the Parker Station Flats multi-family residential development in Robbinsdale. This Brownfields redevelopment and cleanup grant experience will be key to successfully redeveloping the City Square West Site.

 Marquette Advisors

UNIQUE QUALIFICATIONS | STRATEGIES TO COMPLETE THE PROJECT

The principals of Marquette Advisors have a combined 50+ years of experience as advisors to the real estate development community. We have consulted on behalf of developers, lenders, investors and municipalities throughout the Twin Cities and nationally.

We have completed hundreds of market and financial feasibility analyses pertaining to residential, commercial and complex mixed-use development projects on behalf of this client base. As such, we are well suited to serve the development team in an advisory role in determining the optimal development program for the site.

MULTI-FAMILY REAL ESTATE ADVISORS

MARQUETTE ADVISORS

Marquette Advisors is a full-service real estate consulting firm, providing market and financial feasibility studies, appraisals, and varied advisory services on behalf of the real estate development community. We are regularly called upon to assist property owners, developers, investors, lenders, and public agencies in making intelligent decisions regarding real estate development and investment opportunities. We provide market and financial feasibility analyses, valuation, and advisory services in the following areas:

Multifamily residential (rental and for-sale, general occupancy, senior, and student housing products); Single-family & residential subdivision development; Mixed-use developments, incorporating residential and commercial uses

Marquette Advisors provides a focused analysis that is customized to meet the individual needs of each client. Throughout our team's history, we have analyzed hundreds of situations in markets across North America. We strive to provide the right advice, solutions and/or strategic direction for every project on which we consult.

SECTION 2 Developer Team

FIRM PROFILES (CON'T)

PROPERTY MANAGEMENT & RETAIL LEASING

MID AMERICA REAL ESTATE GROUP

Mid-America Real Estate Group is the largest full service retail only real estate organization in the Midwest. Our offices in Minneapolis, Chicago, Oakbrook, Detroit & Milwaukee have completed more retail transactions than any other third party brokerage firm in the Midwest. This experience creates opportunity and value for our clients. Our exclusive focus on retail real estate, combined with cutting-edge information technology and unsurpassed service, distinguishes our company within the industry and gives our clients a competitive edge.

We use a team approach to help our clients achieve their goals, whether it's finding the best retail space, managing a portfolio, developing a shopping center, or finding the right buyer in a sales transaction. Our full service platform provides leasing, property management, accounting, tenant representation, and investment sales.



MID-AMERICA®
Real Estate-Minnesota, LLC

UNIQUE QUALIFICATIONS | STRATEGIES TO COMPLETE THE PROJECT

MidAmerica is the leading retail leasing firm in the Twin Cities metro area, with 6.0 million square feet of leased / managed properties and 2.8 million square feet of leased-only properties. Landlords & developers choose MidAmerica over its competition due to its dedicated approach to retail only assets, its team atmosphere and separate focus between the landlord and tenant representation teams. Combined, Tricia and Jesseka have over 40 years of experience leasing retail assets of varying sizes throughout Minnesota, Wisconsin and North Dakota.

SECTION 2 Developer Team

POTENTIAL CONSTRAINTS

Every development project is at risk for a variety of potential constraints that have the ability to limit a project, or endanger project success. Therefore, going into a project with eyes wide open, and the awareness of what constraints may arise, helps to more effectively mitigate any issue before it has the opportunity to adversely affect the overall project outcome.

Based on our experience, the constraints that we believe are important to consider or be aware of include the following:

- **Environmental issues, whether**
 - determined in advance or
 - discovered during excavation
- **Other unknown subsurface existing conditions**
- **Clean title to all properties**
- **Stormwater management**
- **Utilities sufficiently sized (easily determined up front)**
- **Utility relocations**
- **Market conditions**
 - Interest rates
 - Lender terms and conditions
 - Rental rates borne by the market
 - Retail interest in location
- **Water table**
- **Geotechnical conditions**
- **Construction staging**
- **Sheet piling/vibrations**

This team is poised and ready to tackle any of these typical potential constraints as well as others that may present themselves during the course of a project. We will approach each issue as it arises with open and clear communication, and in the spirit of teamwork to ensure a successful resolution that meets the needs of all stakeholders involved.

SECTION 2 Developer Team



TOM SHAVER PARTNER

D: 952.495.6242 | C: 952.240.4514 | E: TSHAVER@INLANDDP.COM



Tom brings more than 36 years of experience and development expertise to clients and communities every day at Inland Development Partners. His wealth of knowledge managing real estate portfolios makes him an ideal advisor. Tom works with clients and communities to negotiate acquisitions and development agreements as well as secure financing and entitlements. Tom's development experience runs deep, and his ability to identify trends allows him to create innovative market strategies to foster new business opportunities and solve development challenges.

Education:

- Bachelor of Arts, Business Management
University of St. Thomas

Affiliations / Volunteer Activities:

- Board of Directors, Klein Bank
- Board of Directors, Opus Foundation
- Former Member, Board of Directors, Past President, NAIOP Minnesota Chapter
- Past President, Minnesota Commercial Association of Realtors (MNCAR)
- Chair, Board of Directors, City of Wayzata Housing and Redevelopment Authority
- Member, Minnesota Business Partnership
- Board of Directors, Interfaith Outreach and Community Partners
- Board of Directors, Outreach Development Committee

Previous Professional Experience:

- President, Healthcare Division, The Opus Group
- Chief Operating Officer, Opus Holding
- President and CEO, Opus Development
- Vice President, Development, Opus NW
- Vice President and City Manager, Liberty Property Trust

Facts About Tom:

- 34 years of commercial real estate and development experience
- Healthcare, office, industrial, residential, retail and institutional expertise
- Outstanding relationships throughout the Midwest
- Leader of development/design-build solutions
- Strong bank and finance relationships.

Selected Project Experience

- The Chamberlain; Richfield, MN 284-unit New Construction Housing Development, 33-unit Housing Renovation
- Terrace Center; Robbinsdale, MN Mixed-use Retail and Office
- Parker Station Flats; Robbinsdale, MN 198-unit multi-family
- Gateway at McKnight Ridge; North St. Paul, MN 100-unit townhome development for M/I Homes
- Arbor Lakes Corporate Center; Maple Grove, MN 204,000 SF Office/Warehouse
- Excelsior Crossings; Hopkins, MN 31-acre Redevelopment; 920,000 SF 3-building Class "A" Office; LEED Gold Campus



SECTION 2 Developer Team



BOB CUNNINGHAM PARTNER

D: 952-495-6246 | C: 612-963-9401 | E: BCUNNINGHAM@INLANDDP.COM



Bob Cunningham is responsible for business development, and brings 40 years of property development and redevelopment to IDP. He joins the team having been responsible for a number of groundbreaking public/ private partnerships. Bob has worked on complex retail, multi-family and entertainment development projects in the Twin Cities and Seattle areas. Before joining IDP, Bob was Principal at Melrose Company and TOLD Development Company where he was involved with all levels of development and operations.

Education:

- Master of Business Administration, Drake University
- Bachelor of Art, Economics, University of Wisconsin

Affiliations / Volunteer Activities:

- Member, NAIOP
- Member, International Council of Shopping Centers (ICSC)
- Member, Urban Land Institute (ULI)
- Instructor, University of St. Thomas and University of Minnesota
- Parish council member and building committee chair, Church of St. Therese of Deephaven
- Real Estate Consultant, Minnesota Independence College & Community (MICC)
- Former Board Member, Hostels International, Minnesota Chapter

Previous Professional Experience:

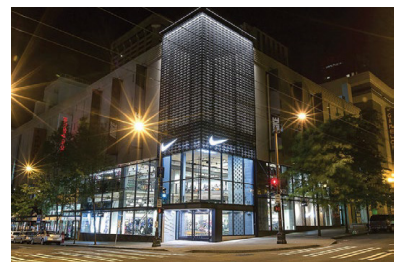
- TOLD Development Company
- Melrose Development

Facts About Bob:

- Industrial, retail and multifamily development, including the award winning Excelsior & Grand project
- Entertainment facilities with retail, residential and commercial elements
- Negotiating acquisitions and development agreements
- Financing, development and leasing of office and industrial properties
- Sustainable and green building practices
- MSCA Speaker

Selected Project Experience

- The Chamberlain; Richfield, MN 284-unit New Construction Housing Development, 33-unit Housing Renovation
- Walgreens; Locations throughout MN Retail
- Excelsior & Grand; St. Louis Park, MN Mixed-use Redevelopment including Retail, Rental and Condominium Housing
- Trader Joe's; St. Paul, MN Retail
- Nike Town; Seattle, WA Retail Redevelopment
- Cineplex Odeon Theatre; Seattle, MN
- Planet Hollywood; Seattle, WA Restaurant
- Chinois — a Wolfgang Puck Restaurant; Seattle, WA
- Puget Power Joint Venture; Redmond, Renton, Kent, WA
- Kohl's; Owatonna, Grand Forks, MN Retail Department Store



SECTION 2 Developer Team



KENT CARLSON PARTNER

D: 952-495-6243 | C: 612-360-3229 | E: KCARLSON@INLANDDP.COM



Kent brings more than 40 years of senior-level management experience to Inland Development Partners. With his expertise, experience and strong real estate relationships, he understands the development process including site selection and acquisition, city permits and approvals, sales and leasing as well as financial package creation. Kent collaborates closely with cities in redeveloping underutilized or blighted sites. He has a national reputation in brownfield redevelopment, which has earned his projects national awards. Kent also has expertise assisting clients with designing manufacturing facilities and distribution centers, corporate headquarters, multi-family housing and retail facilities.

Education:

- Bachelor of Science, University of Minnesota

Affiliations / Volunteer Activities:

- Council Member, City of Deephaven
- Housing and Redevelopment Committee Member, Projects for Pride in Living (PPL)
- Chair and Past President, Long-range Planning Committee, NAIOP
- Executive Committee and Board Member, Wayzata Country Club
- Former Board Member, Freshwater Foundation

Previous Professional Experience:

- CEO, Anderson Companies (5 years)
- Executive Vice President; Ryan Companies US, Inc. (27 years)
- Marketing Principal, JR Gabrielson & Company (4 years)

Facts About Kent:

- 40-plus years experience
- Award-winning, national reputation for redevelopment and brownfields
- Retail, industrial, office and multi-family
- Leader of Development-Design-Build Delivery
- Frequent program/conference speaker on Development and Redevelopment topics

Selected Project Experience

- The Chamberlain; Richfield, MN (2017) 316-unit multi-family
- Parker Station Flats; Robbinsdale, MN (2019) 198-unit multi-family.
- Terrace Center; Robbinsdale, MN (2016) Mixed-use Retail and Office
- Lighthouse of Sun Prairie; Sun Prairie, WI 185,000 SF; 144-bed Senior Housing Facility
- Dean Lakes; Shakopee, MN 275-acre Mixed-use Development: Retail, Residential, Industrial and Office
- Northland Interstate Business Center; Brooklyn Park, MN 80,000 SF; Clean Room and Office for Medical Sales
- Symantec Campus; Roseville, MN 143,157 SF Office Building
- Upsher-Smith Laboratories; Maple Grove, MN 193,250 SF Corporate Headquarters and Pharmaceutical Laboratory/Warehouse



SECTION 2 Developer Team


MOHAGEN HANSEN
 Architecture | Interiors

TODD MOHAGEN

 AIA, NCARB | PRINCIPAL

D: 952.426.7401 | C: 612.590.7300 | E: TMOHAGEN@MOHAGENHANSEN.COM



Todd has worked in the architectural field for over 30 years. As the firm's founding partner, he has worked hard to build a solid reputation for excellence in design of a variety of building types including educational, commercial, healthcare, retail and residential. His commitment to client service and providing top quality, creative design is highly regarded by his clients, and has been reciprocated over the years through repeat business and long lasting client relationships.

As Project Principal, Todd's involvement on the project will include assistance with contract negotiations, programming assistance, site plan reviews and overall quality control. Although not always involved in the day to day workings of the project, Todd is always available to the team for guidance, and likewise is available to the Client at any time during the project process.

Education:

- Bachelor of Architecture
University of Minnesota:
Institute of Technology
Minneapolis, MN

Affiliations / Registrations

- Member, NAIOP MN Chapter
- Member, Wayzata Rotary
- Maintain Registrations in the following States: CO, IL, IN, IA, MA, MI, MN, MO, NE, NV, ND, OR, SD, TN, TX, WI

Selected Project Experience

- **Nolan Mains Mixed Use Development**
Project Principal for the design of this mixed use development that was developed to improve and extend the existing features the prominent 50th and France area. The project included an outdoor plaza connecting the adjacent neighborhood to outdoor public space and walkways.
Edina, MN
- **Cardinal Creek Apartments**
Project Principal for site planning and design of a three-story apartment building consisting of common areas and amenity space, 38 one and two bedroom units, and underground parking.
Mankato, MN
- **Maple Plain Mixed-Use Development**
Project Principal for the site planning and design of a mixed-use development that consists of 72 apartment units with City Hall and a Hennepin County Library incorporated into the street level. The development also includes an outdoor plaza utilized for scheduled and unscheduled community events.
Maple Plain, MN
- **Amber Union Affordable Housing**
Project Principal for the development of concepts associated with the adaptive reuse of two existing historic Grain Terminal Association Headquarters buildings into affordable rental apartments and associated common areas.
Falcon Heights, MN
- **Marshall & Finn Apartments**
Project Principal for this urban infill project located near the University of St. Thomas campus in St. Paul. The concept being developed consists of a 3-story facility to house 26 market rate and student housing units.



SECTION 2 Developer Team



MOHAGEN HANSEN
Architecture | Interiors

STEVE PAETZEL PROJECT MANAGER | DESIGNER

D: 952.426.7470 | E: SPAETZEL@MOHAGENHANSEN.COM



Steve has worked in the architectural field for over 29 years. He has a wide variety of professional experience managing, designing and documenting projects ranging from large industrial buildings to small corporate office and medical facilities.

Steve's primary responsibility as part of the project team is in the development of design details, as well as leading the in-house project team to produce complete, accurate, and thorough project documentation. Steve has been involved in the majority of the firm's financial facility design projects. He is the go to guy to discuss bank layout and design specifically as it relates to efficiency, safety and new technologies.

Steve's design talent, dedication and commitment to the project development and integration of functionality and design form are of the highest quality.

Education:

- Bachelor of Science - Summa Cum Laude
Bemidji State University
Bemidji, MN

Selected Project Experience

- **Nolan Mains Mixed Use Development**
Project Designer for the this mixed use development developed to improve and extend the existing features the prominent 50th and France area. The project included an outdoor plaza connecting the adjacent neighborhood to outdoor public space and walkways and also included the renovation and expansion of an existing parking structure designed to accommodate growth in the area.
Edina, MN
- **Amber Union Affordable Housing**
Project Manager for the development of concepts associated with the adaptive reuse of two existing historic Grain Terminal Association Headquarters buildings into affordable rental apartments and associated common areas.
Falcon Heights, MN
- **Marshall & Finn Apartments**
Project Manager for this urban infill project located near the University of St. Thomas campus in St. Paul. The concept being developed consists of a 3-story facility to house 26 market rate and student housing units.
St. Paul, MN
- **Maple Plain Mixed-Use Development**
Project Manager/Designer for the site planning and design of a mixed-use development that consists of 72 apartment units with City Hall and a Hennepin County Library incorporated into the street level. The development also includes an outdoor plaza utilized for scheduled and unscheduled community events.
Maple Plain, MN
- **Cardinal Creek Apartments**
Project Manager for site planning and design of a three-story apartment building consisting of common areas and amenity space, 38 one and two bedroom units, and underground parking.
Mankato, MN



SECTION 2 Developer Team



GINNIE SCHNEIDER AIA | PROJECT ARCHITECT

D: 952.426.7442 | E: GSCHNEIDER@MOHAGENHANSEN.COM



Ginnie has been with Mohagen Hansen for over 2 years. She brings to the firm a diverse background of architectural design, detailing and documentation expertise on a variety of project types ranging from housing and industrial to hospitality and education. For the past year and a half, Ginnie has been an integral member of the team responsible for the planning and design of a mixed use development in the high profile shopping district of Edina, MN. As a Project Architect, Ginnie has been involved in the development of design solutions for amenity spaces, apartment plan layouts and the creation of 3D renderings to communicate the look and feel of the building and its surroundings to a very hands-on neighborhood group.

Ginnie's ability to listen to the needs of the clients, coupled with her attention to detail and documentation accuracy make her a valuable member of the design team

Education:

- Bachelor of Science in Environmental Design
North Dakota State University
Fargo, ND
- Master of Architecture
North Dakota State University
Fargo, ND

Affiliations / Registrations

- Member, American Institute of Architects
- Registered Architect in the State of MN

Selected Project Experience

- **Nolan Mains Mixed Use Development**
Project Architect for the this mixed use development developed to improve and extend the existing features the prominent 50th and France area. The project included an outdoor plaza connecting the adjacent neighborhood to outdoor public space and walkways and also included the renovation and expansion of an existing parking structure designed to accommodate growth in the area.
Edina, MN
- **Amber Union Affordable Housing**
Project Manager for the development of concepts associated with the adaptive reuse of two existing historic Grain Terminal Association Headquarters buildings into affordable rental apartments and associated common areas.
Falcon Heights, MN
- **Marshall & Finn Apartments**
Project Architect for this urban infill project located near the University of St. Thomas campus in St. Paul. The concept being developed consists of a 3-story facility to house 26 market rate and student housing units.
St. Paul, MN



SECTION 2 Developer Team



HALEY STOFFERAHN

NCIDQ | INTERIOR DESIGNER

D: 952.426.7415 | E: HSTOFFERAHN@MOHAGENHANSEN.COM



Haley joined Mohagen Hansen Architecture | Interiors in 2014 as an Interior Designer. A graduate of the University of Minnesota's Interior Design program, Haley brings a great deal of enthusiasm, talent and creativity to each project she is involved in.

At Mohagen Hansen, Haley is an instrumental member of the team, assisting with space planning and development of efficient space layouts that meet the operational needs of companies within a number of industries. She also conducts product and material research, and develops design details. Haley's keen eye for design creates unique finish palettes and presentation graphics that help to communicate final design outcomes to clients. As a LEED Green Associate, Haley approaches each project by investigating products and materials with sustainable attributes to incorporate into unique design solutions.

Education:

- Bachelor of Science, Interior Design
University of Minnesota-Twin Cities
Minneapolis, MN

Affiliations / Volunteer Activities:

- United States Green Building Council, LEED Green Associate
- National Council for Interior Design Qualification

Selected Project Experience

- **Nolan Mains Mixed Use Development**
Lead Interior Designer for the design of this mixed use development. Responsible for the development of interior amenity space and common area concepts. Haley was also instrumental in the planning and design of all unit finishes, materials and fixtures. She conducted extensive research prior to the development of the concepts including visiting a variety of high end mixed use developments on the East Coast. Haley has been involved in the project from concept to its nearing completion and has enjoyed watching the goals of both the developers and the City of Edina come to life. It is especially gratifying to enter the space now and see different areas in use and enjoyed by residents.
Edina, MN
- **Amber Union Affordable Housing**
Project Interior Designer for development of the interior public space and apartment units within this affordable housing redevelopment.
Falcon Heights, MN
- **Minnesota Veterans Home**
Project Interior Designer for development of the interior design concept for the public areas and apartment units. Special consideration was given to creating a respectful, comfortable, home-like environment for veterans and their families to enjoy.
Minneapolis, MN



SECTION 2 Developer Team



ALLIANT

CLARK WICKLUND PE | CIVIL ENGINEER

D: 612.767.9302 | E: CWICKLUND@ALLIANT-INC.COM



Mr. Wicklund has more than 25 years of experience in the design and construction of municipal and private infrastructure projects. He has been the project manager for numerous site development and utility projects in 17 states. These projects required the preparation of preliminary cost analysis, scheduling, all phases of project design, preparations of plans and specifications, and submittal for the municipal approval process.

Education:

- B.S. Civil Engineering, University of Minnesota, Minneapolis, MN

Affiliations / Registrations

- Minnesota (40922)

Selected Project Experience**Redevelopment/Mixed-Use**

- Rice Creek Commons – Arden Hills, MN
- Central Park Commons – Eagan, MN
- L.A. Fitness – West St. Paul, MN
- Heart of the City – Burnsville, MN
- Falcon Heights Town Square – Falcon Heights, MN
- Bottineau Commons – Minneapolis, MN
- Block "C" Redevelopment – Minneapolis, MN
- The Village at Little Canada – Little Canada, MN
- Blaine Town Square – Blaine, MN

Commercial/Retail Development

- Hy-Vee – MN
- Twin Cities Premium Outlets – Eagan, MN
- The Markets at Rush Creek – Maple Grove, MN
- Lowes – Oak Park Heights, MN
- L.A. Fitness – West St. Paul, MN
- Lifetime Fitness – IL, IN, MI, TX
- ABRA Autobody – MN, GA, CO
- Tricon Franchises – MN, MI, WI, GA
- Walgreens – MN, CO
- Rib Crib – MN, AK, KS, MO, OK, MT, TX
- Oak Park Commons – Oak Park Heights, MN
- Northgate Mall – Blaine, MN
- West Health – Plymouth, MN



SECTION 2 Developer Team

DF/

DAMON FARBER LANDSCAPE ARCHITECTS

TOM WHITLOCK ASLA | PRESIDENT, LANDSCAPE ARCHITECT

MAIN: 612.332.7522 | E: TWHITLOCK@DAMONFARBER.COM



Tom Whitlock is President of Damon Farber, and has over twenty years of extensive experience working collaboratively with public and private clients on award winning projects across the Midwest. As principal-in-charge, he is responsible for ensuring that the firms design work exceeds the expectation of all project stakeholders. Tom has earned a strong reputation as a valuable leader and an effective collaborator.

Tom is leading Damon Farber by honoring the design forward and client centered service that has made it a top landscape architecture and site planning firm in the Midwest. He has been an integral part of Damon Farber since 1993, and became President in the spring of 2011. Tom's work has been recognized by ASLA, AIA and ULI. A University of Minnesota alum, he remains tied to the College of Landscape Architecture and has been published in Landscape Architecture Magazine, Architecture Minnesota, Architecture Week and Fabric Architecture.

Education:

- BLA Landscape Architecture - University of Minnesota
- BED Environmental Design - University of Minnesota

Affiliations

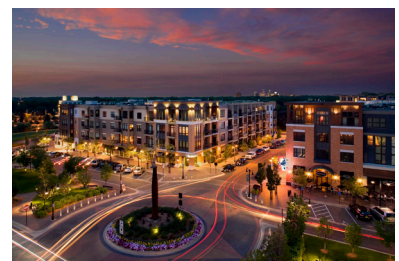
- Registered Landscape Architect: MN 26292
- Minneapolis Downtown Experience Committee Chairperson
- Minneapolis Downtown Council Board Member
- Minneapolis Regional Chamber of Commerce Board Member
- Urban Land Institute Member
- AIA Allied Member
- ASLA-MN Trustee and Past President

Awards

- American Society of Landscape Architects Minnesota:
- Carlton Science Center at 3M World Headquarters, Merit Award 2017
- Central Park - City of Maple Grove, Merit Award 2017
- Hanifl Family Wild Woods Nature Based Playground - Minnesota Zoo, Merit Award 2016
- Nic on Fifth Residential Tower, Merit Award 2015
- University of Minnesota Cancer + Cardiovascular Research Building, Award of Excellence 2014
- Fairview/Amplatz Children's Hospital at the University of Minnesota - Minneapolis, MN, Merit Award 2014
- Ramsey County Roseville Library, Honor Award 2012
- Woodland Adventure Playground - Minnesota Zoo, Merit Award 2012
- Town Green Park - Maple Grove, MN, Merit Award 2011

Selected Project Experience

- Excelsior and Grand Development - St. Louis Park, MN
- KA Block Redevelopment - Minneapolis, MN
- Nolan Mains at 50th & France - Edina, MN
- The Village at Mendota Heights - Mendota Heights, MN
- Wausau City Square - Wausau, WI
- Shops at Arbor Lakes - Maple Grove, MN
- Downtown Improvement District Master Plan - Minneapolis, MN
- University of Minnesota
 - Biomedical Discovery District - Minneapolis, MN
 - Ambulatory Care Center
 - Cancer + Cardiovascular Research Building



SECTION 2 Developer Team

DF/

DAMON FARBER LANDSCAPE ARCHITECTS

JEFF MCMENIMEN RLA, ULI | LANDSCAPE ARCHITECT

MAIN: 612.332.7522 | E: JMCMENIMEN@DAMONFARBER.COM



Jeff is a Senior Associate with Damon Farber and has over 28 years of experience leading a broad range of complex and award-winning landscape architecture and urban design projects. Jeff's areas of expertise include urban design, river corridor planning, park planning and design, campus, community, and resort planning, and public space design. He has devoted his efforts to planning and designing memorable places through collaborative efforts with clients and communities. Jeff's experience designing landscapes and public spaces that stimulate the gathering and exchange of ideas, is balanced by understanding natural systems and by connecting people to people and people to nature in successful and sustainable ways.

Education:

- Bachelor of Landscape Architecture - University of Minnesota
- Master of Urban Design studies -University of Colorado at Denver

Affiliations

- Registered Landscape Architect: MN 43941
- Urban Land Institute Member
- MN ULI Resilient Communities Council
- University of Colorado at Denver and University of Minnesota College of Design - Guest critic & Mentor

Awards

- Chaska Downtown Master Plan, MN APA Success Stories in Implementation, 2017
- Great River Passage Master Plan, MN APA Excellence in Community Engagement, 2015
- Great River Passage Master Plan, ASLA-MN Merit Award, 2014
- Great River Passage Master Plan, MN APA Innovation in Planning, 2014
- Great River Passage Master Plan, ASLA-MN People's Choice Award, 2013
- Great River Passage Master Plan, ASLA-CO Merit Award, 2013
- Denver Commons/ Riverfront Park Urban Design Plan, ULI Award of Excellence, 2011
- Denver Commons/ Riverfront Park Urban Design Plan, Driehaus Form-Based Code, 2010
- Kierland Commons Urban Design Plan, ULI Award of Excellence, 2009

Selected Project Experience

- Chaska Downtown Master Plan and Design Guidelines, Chaska, MN
- Kraus Anderson Block, Minneapolis, MN
- Greater Southdale Urban Design Plan, Edina, MN
- West Side Flats Master Plan and Development Guidelines, Saint Paul, MN
- Eden Prairie Town Center Design Guidelines, Eden Prairie, MN
- Eden Prairie Town Center Redevelopment Study, Eden Prairie, MN
- Bassett Creek Valley Master Plan, Minneapolis, MN
- Linden Yards Redevelopment Study, Minneapolis, MN
- Fergus Falls Downtown Master Plan and Redevelopment Studies, Fergus Falls, MN
- Denver Commons/ Riverfront Park TOD Master Plan, Denver, CO
- Kierland Commons Mixed-Use Urban Design Plan, Phoenix, AZ



SECTION 2 Developer Team



STEVEN T JANSEN

PE MS | ENVIRONMENTAL ENGINEER

D: 612.599.2219 | E: SJANSEN@BRAUNINTERTEC.COM



Mr. Jansen is a Principal Scientist at Braun Intertec and is responsible for project management, technical review/support and staff management. Steve specializes in design and implementation of voluntary investigations and cleanups for redevelopment, as well as cleanup grant application preparation and grant management. He also has litigation support experience and has served as an expert witness for both litigation matters and property condemnation proceedings.

Education:

- B.A., Geology, College of St. Thomas St. Paul, MN
- M.S., Geology, Idaho State University, Pocatello, ID

Affiliations / Registrations

- Professional Geologist: MN License No. 30527; WI License No. 525-13
- 40-Hour HAZWOPER Certification (29CFR 1910.120) and annual refresher training
- Member, Minnesota Ground Water Association

Selected Project Experience

- **Parker Station Flats**
Principal Scientist for a multi-family housing redevelopment project. The project includes construction of a four story, 200-unit apartment building with one level of underground parking and other site improvements. The original design included a ground level retail space. Project financing is being provided by the U.S. Department of Housing and Urban Development (HUD). Supervised due diligence activities including completion of Phase I and II Environmental Site Assessments (ESAs), a hazardous materials building survey, and preparation of a Response Action Plan/Construction Contingency Plan (RAP/CCP). Investigation activities identified contaminated fill soil, groundwater and soil vapor. Robbinsdale, MN
- **Union Flats Redevelopment**
Principal Scientist for multi-family affordable housing redevelopment project. Project included construction of a four story 217-unit apartment building with one level of underground parking and site improvements including a courtyard and pool area, as well as stormwater retention system. Historical land use including the manufacture of synthetic propane and bulk petroleum storage resulted in extensive soil, groundwater and soil vapor impacts. Site investigation activities included Phase I and II ESAs, hazardous materials building survey, preparation of a RAP/CCP, and environmental monitoring during RAP implementation. St. Paul, MN
- **UMore Park Property/Former Gopher Ordnance Works (GOW)**
Project Manager for a concrete and soil assessment conducted in fall of 2006 at the UMore Park Property, which is approximately 5,000 acres in size and located in Rosemount, Minnesota. A concrete and soil assessment was conducted concurrently with planning studies to determine possible property development scenarios. Rosemount, MN*



SECTION 2 Developer Team



ROBERT J JANSSEN PE | GEOTECHNICAL ENGINEER

D: 612.865.8786 | E: BJANSSEN@BRAUNINTERTEC.COM



As President and Principal Engineer, Mr. Janssen supervises project teams and reviews geotechnical and construction reports. Bob is also responsible for developing project teams and providing engineering services for national retail clients and projects.

He has provided geotechnical engineering and management of inspection/testing services for the past 33 years for all phases of construction for projects located throughout the United States. He reviews engineering reports, manages construction quality control and provides consultation for complex projects.

Mr. Janssen holds a Bachelor of Science in Geological Engineering from the University of Minnesota.

Education:

- B.S., Geological Engineering, University of Minnesota
- Minnesota Management Institute, Carlson School of Business, University of Minnesota

Affiliations:

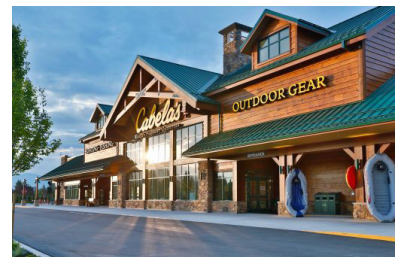
- MN Society of Professional Engineers
- National Society of Professional Engineers
- American Society of Civil Engineers
- MN Geotechnical Society Committee

Registrations:

- MN No. 19943
- IA No. 15247
- WI No. 29580-006
- PA No. PE048661R
- MI No. 6201043773
- MO No. 2001000895
- MT No. 17774
- SD No. 7331
- OH No. 68333
- IN No. PE10404523
- IL No. 062-057835
- NY No. 5461533
- UT No. 261390-2202
- KS No. 20481

Selected Project Experience

- **Black Bear Casino**
geotechnical evaluation for a 12 story, post-tension hotel supported on drilled piers, 4-level parking ramp and new casino and conference center.
Carlton, MN
- **Grand Casino**
Geotechnical evaluation and management of inspection/testing services for the past 15 years for all phases of construction including the casino, restaurants, hotels, RV park and music hall.
Hinckley, MN
- **Lac Courte Oreilles Casino and Hotel**
Geotechnical evaluation and management of inspection/testing services.
Hayward, WI
- **Cabela's Stores**
Work included preparation and/or review of geotechnical evaluations and management of construction inspections and testing services.
Dundee, MI; Kansas City, KS; Buda, TX; Wheeler, WV and Rogers, MN
- **Home Depot and EXPO Stores**
Geotechnical evaluation, earthwork observations and/or materials testing for buildings and parking lots.
Over 45 locations throughout the northern United States
- **Tanger and Tanger II Factory Outlet Centers**
Construction observations and testing for a 700,000 square foot retail center.
Riverhead, NY
- **National Sports Center**
Geotechnical evaluation, earthwork observations and materials testing.
Blaine, MN
- **Pheasant Ridge Retail Development**
Geotechnical evaluation, earthwork observations, special inspections and materials testing.
Blaine, MN

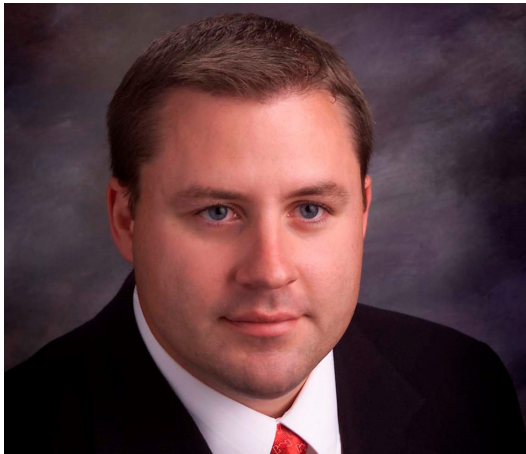


SECTION 2 Developer Team



BRENT WITTENBERG CRE, VICE PRESIDENT

D: 612-392-2344 | E: BWITTENBERG@MARQUETTEADVISORS.COM



Brent E. Wittenberg is Vice President of Marquette Advisors, a Minneapolis-based firm providing comprehensive real estate consulting services to residential, retail, industrial, office, hospitality, gaming, entertainment and recreational developments. Mr. Wittenberg is an invited member of the American Society of Real Estate Counselors (CRE).

Brent has a diverse background and for more than 23 years has completed numerous consulting assignments for income producing real estate developments. He has completed assignments in 37 states and in Canada, including market and financial feasibility studies, economic and fiscal impact studies, and varied consulting assignments. He is a known expert in the field of real estate research and feasibility analysis, spanning all property sectors. He has completed engagements related to multifamily housing, residential subdivision analysis, seniors housing, student housing, hotels, casinos, conference and banquet facilities, golf courses, retail shopping centers, office buildings, business and industrial parks, individual retail store operations, gas station/convenience stores, full service truck stops, office and industrial developments, community centers and health/fitness clubs, and aviation-related real estate facilities such as corporate hangars and FBOs. Brent has developed an expertise in providing feasibility studies for complex mixed-use projects, redevelopment projects, urban infill and downtown development. He understands the unique aspects of redevelopment and public-private partnerships, having also worked in city planning.

Brent has also developed a specialty in providing affordable housing market analyses and needs assessments on behalf of cities, counties, regional and state planning agencies throughout the United States. Specifically, his studies have addressed the relationship between housing affordability and economic development. Recently, he has authored reports on this issue on behalf of clients in the Twin Cities Metro Area, as well as Portland, OR Tallahassee, FL and Jasper and Beaufort Counties (Hilton Head), SC.

Brent has spoken at Urban Land Institute conferences and seminars sponsored by the Minnesota Multi-Housing Association and the Institute of Real Estate Management. He has also been a guest lecturer at local universities. Mr. Wittenberg is regularly quoted in The Business Journal of Minneapolis-St. Paul, Minnesota Real Estate Journal, Finance and Commerce, Minneapolis StarTribune, St. Paul Pioneer Press, Heartland Real Estate Business, National Real Estate Investor, and Apartment Finance Today regarding multifamily market trends, and has provided articles for several of these publications.

Education:

- Master of City and Regional Planning Degree (MCRP)
Clemson University
Clemson, South Carolina

Bachelor of Arts Degree,
Local and Urban Affairs
St. Cloud State University
St. Cloud, MN

Affiliations / Volunteer Activities:

- Recognized by the American Institute of Certified Planners (AICP) for outstanding attainment in the study of planning
- "Best in Real Estate" judge on behalf of the Twin Cities Business Journal in 2002, 2003 and 2010.
- Board of Directors, Minnesota Multi-Housing Association in 2005 and 2006
- Member, Minnesota Multi-Housing Association, 2019-20

SECTION 2 Developer Team



JESSEKA DOHERTY

 VICE PRESIDENT OF LEASING

D: 952.563.3393 | E: JDOHERTY@MIDAMERICAGRP.COM



Jesseka Doherty is the Vice President of Leasing for Mid-America Real Estate – Minnesota, LLC. Jesseka joined Mid-America (formerly Park Midwest Commercial Real Estate), in 2006 and focuses on landlord lease representation. She works with owners of mid-size and regional shopping centers throughout Minnesota.

Since joining Mid-America, Jesseka has completed almost 300 lease transactions totaling 1.2 million square feet. Prior to joining Mid-America, Jesseka worked in investment sales, and landlord and tenant representation for over four years with Upland Real Estate Group. While there she assisted in over \$325 Million in investment sales across the country on single tenant retail net leased investment transactions. While in this role, she also worked on traditional retail leasing.

Education:

- Bachelor of Science
Commercial Real Estate
St. Cloud State University
St. Cloud, MN

Affiliations / Volunteer Activities:

- Past President, Minnesota Shopping Center Association (MSCA)
- Member, State of Retail Committee, MSCA
- Member, State of Retail Committee, MSCA
- Member, Newsletter Committee, MSCA
- Mpls/St. Paul Business Journal, 40 Under 40 Honoree, 2018
- Member, Program Committee, ICSC - Minneapolis
- Real Estate Alumni Advisory Board, St. Cloud State University
- Retail Task Force Member, Minneapolis Downtown Council

Selected Project Experience

- **The Dayton's Project**
1.2M square foot redevelopment of the former Macy's department store in downtown Minneapolis. 250,000 square feet of retail over skyway, street and lower levels.
Minneapolis, MN
- **Shoppes at Knollwood**
450,000 square foot regional open-air shopping center, located along Highway 7.
St. Louis Park, MN
- **Rosedale Square**
160,000 square foot neighborhood center anchored by Lunds & Byerly's near Snelling and CR-C.
Roseville, MN
- **Shoppes at West End**
350,000 square foot development with street level retail in 5 buildings and one upper level of office.
Minneapolis, MN
- **The Promenade of Wayzata**
Mixed-use, 5 building, pedestrian friendly development in the heart of the Wayzata Commercial District. The development offers 111,000 SF of street level retail space, 92 room boutique hotel, 350+ residential units, apartments, high-end market-rate condominiums and senior living.
Wayzata, MN
- **Kensington Park**
Three building, Mixed Use Development that sits near the I-494 Richfield/Bloomington retail corridor. 28,000 square feet of street level retail space, with a mix of national & local tenants.
Richfield, MN



SECTION 2 Developer Team



TRICIA PITCHFORD

PRINCIPAL/SR. VICE PRESIDENT LEASING

D: 952.563.6612 | E: TPITCHFORD@MIDAMERICAGRP.COM



Tricia Pitchford joined Mid-America Real Estate-Minnesota, LLC in 2015, she is Principal and Senior Vice President of Leasing. Tricia collaborates with owners, developers, and retailers to provide leasing, strategic planning, and market research.

Tricia started her career in commercial real estate in 1996 with Griffin Companies, a commercial real estate brokerage firm in Minneapolis, Minnesota. Prior to joining Mid-America, she was at Cushman & Wakefield/Northmarq for 14 years. She has been responsible for over 600 deals totaling more than 7.2 million square feet of retail space. While there she worked on a variety of listings for clients such as Heitman, Invesco, M&J Wilkow, RPD Catalyst, LaSalle Investment, Opus Northwest, Bentall Kennedy, Cornerstore Advisors, United Properties, and Kimco. She also represented retailers such as Caribou Coffee, Kirklands, Michaels, Gordmans, Fed Ex Office and Aldi.

Education:

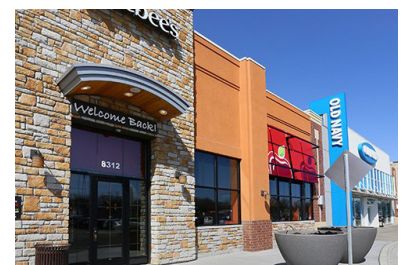
- Bachelor of Science, Business
University of Wisconsin - Stout
Menomonie, WI

Affiliations / Volunteer Activities:

- Member, International Council of Shopping Centers (ICSC)
- Member, Minnesota Shopping Center Association (MSCA)
- Member, MN Commercial Association of Realtors (MNCAR)
- Member, Retail Task Force, Minneapolis Downtown Council
- Mpls/St. Paul Business Journal, 40 Under 40 Honoree, 2012

Selected Project Experience

- **The Dayton's Project**
1.2M square foot redevelopment of the former Macy's department store in downtown Minneapolis. 250,000 square feet of retail over skyway, street and lower levels.
Minneapolis, MN
- **Shoppes at Knollwood**
450,000 square foot regional open-air shopping center, located along Highway 7.
St. Louis Park, MN
- **Rosedale Square**
160,000 square foot neighborhood center anchored by Lunds & Byerly's near Snelling and CR-C .
Roseville, MN
- **Shoppes at West End**
350,000 square foot development with street level retail in 5 buildings and one upper level of office.
Minneapolis, MN



INLAND DEVELOPMENT PARTNERS

SECTION 3

SIMILAR PROJECT EXPERIENCE

SECTION 3 Similar Project Experience

TEAM PROJECT EXAMPLES

INTRODUCTION

The selection of firms that would comprise the Inland Development Partners Team was not taken lightly. The firms that make up this development team were specifically selected based on their experience working on similar redevelopment projects and their reputations for providing high quality service and design. Each firm brings a unique set of skills that when working in concert with one another will result in a successful redevelopment project that the City of Chaska and surrounding communities will be proud of, and will enjoy for years to come.

The following pages offer project profiles of successful outcomes completed by each firm as designated by the logo at the top of the page. We believe that this impressive portfolio of work will provide you with the unwavering confidence that this team is extremely well equipped to partner with the City of Chaska for the successful redevelopment of City Square West.

SECTION 3 Similar Project Experience



CHAMBERLAIN APARTMENTS

RICHFIELD, MN

Inland Development Partners led the development of the Chamberlain Apartments in Richfield, delivering the first modern multi-family apartments on the east side of the city since 1971. Named after Wold-Chamberlain Field, the historic name of what is today known as Minneapolis – St. Paul International Airport, the Chamberlain is comprised of three new apartment buildings with 283 residence units, and the renovation of three vintage 1960's apartment buildings with 33 units. There are 1, 2, and 3-bedroom units, as well as studio and alcove units. A full 20 percent of the project, or 64 units, is designated as affordable housing. Interior amenities include a lobby/coffee bar with a generous gathering area, clubhouse, game room, fitness center, outdoor pool, firepits and grilling areas, as well as a playground for kids and a dog run. Chamberlain Apartments are within walking distance to restaurants and retail in the area, are connected to area walking trails, and are near highways, Mall of America and MSP Airport.

STAFF INVOLVED:

Tom Shaver
Bob Cunningham
Kent Carlson
Steve Schwanke

PROJECT SPECIFIC INFORMATION

Completion Date:
August 2019

Final Budget:
\$57,000,000 (TIF \$8.5 mil)

Funding Sources:
HUD, TIF, Metropolitan Council

Public Agency References:
Katie Rodriguez, City Manager
krodriquez@richfieldmn.gov
612-861-9702

John Stark, Comm. Development Dir.
6700 Portland Ave Richfield, MN 55423
612-861-9760

Marcus Martin, Metropolitan Council
390 North Robert Street St. Paul 55101
651-602-1054

SECTION 3 Similar Project Experience



PARKER STATION FLATS

ROBBINSDALE, MN

Inland Development Partners (IDP) led the development of Parker Station Flats, a 198-unit Class A multi-family apartment building, named after the city's original railway station. It's the first market-rate rental housing in the city since the 1960's and fills a need for high-end housing in this first-tier suburb. It features luxury units with premium finishes, fitness center, yoga room, an outdoor pool and fire pit, and underground parking – all within walking distance to great restaurants and retail in Robbinsdale. Part of the project includes responsibly cleaning up soil contamination on the existing 2.5-acre site. IDP's development of Parker Station Flats follows the redevelopment of the Robbinsdale Terrace Mall site into a new Hy-Vee store and a repositioned medical office building for North Memorial. Parker Station Flats management plans to welcome new residents by the spring of 2021.

STAFF INVOLVED:

Tom Shaver
Bob Cunningham
Kent Carlson
Steve Schwanke

PROJECT SPECIFIC INFORMATION

Completion Date:

Spring 2021

Final Budget:

\$52,000,000 (TIF \$7.2 mil)

Funding Sources:

TIF, Metropolitan Council, DEED, Hennepin County, HUD

Public Agency References:

Marcia Glick, City Manager/TIF
4100 Lakeview Ave. No, Robbinsdale 55422
763-537-4534

Marcus Martin, Metropolitan Council
390 North Robert Street St. Paul 55101
651-602-1054

Kristin Lukes, DEED
322 Minnesota St. Ste. E200, St. Paul 55101
651-259-7451

Kristen Bullentini, Hennepin County
701 4th Ave. So, Minneapolis 55415
612-348-3563

SECTION 3 Similar Project Experience



TERRACE CENTER

ROBBINSDALE, MN

The Terrace Center on Bottineau Boulevard in Robbinsdale is a hub of activity with a thriving HyVee store, Starbucks, a DaVita Dialysis location and a North Memorial business office where 150 full time staffers work and provide home health services. For the decade prior to that, blighted buildings and an empty movie theatre sat at the location. Kent Carlson and Steve Schwanke of IDP, along with the City of Robbinsdale, tackled the many issues associated with the property. After an environmental cleanup, grant solicitation process, resolution of legal matters, and an agreement with the county to create a new intersection for improved traffic flow, The Terrace Center was created. They invited HyVee to anchor the space and worked with North Memorial Health to refurbish its existing location, and DaVita Dialysis to design and develop medical office space. The new multi-use site now fulfills the community's needs, provides jobs, and supports Robbinsdale's expanding growth.

STAFF INVOLVED:

Tom Shaver
Bob Cunningham
Kent Carlson
Steve Schwanke

PROJECT SPECIFIC INFORMATION

Completion Date:
September 2018

Final Budget:
Not Applicable

Funding Sources:
TIF, Metropolitan Council, Hennepin County

Public Agency References:
Marcia Glick, City Manager/TIF
4100 Lakeview Ave. No, Robbinsdale 55422
763-537-4534
Kristin Lukes, DEED
322 Minnesota St. Ste. E200, St. Paul 55101
651-259-7451
Kristin Bullentini, Hennepin County
kristin.bullentini@hennepin.us
612-348-3563

SECTION 3 Similar Project Experience



EXCELSIOR & GRAND*

ST. LOUIS PARK, MN

Bob Cunningham led the development of all four phases of the award-winning Excelsior & Grand project, a stunning a \$150 million mixed-use development on 16 acres in the heart of St. Louis Park. The result is a pedestrian-friendly Town Center, 338 apartments, 300 condominiums and 60,000 square feet of street level retail space, featuring the first Trader Joe's in the market.

The four phases of the project were constructed over a four-year period, which included infrastructure, new street alignments, new utilities, two large public parking ramps and, most visibly, the Town Green. Excelsior & Grand was the first project in the nation's history to receive LEED for Neighborhood Development Designation (LEED-ND). The project's success stemmed from a true public/private partnership, with Cunningham and the development team shaping the city's vision into reality.

STAFF INVOLVED:

Bob Cunningham



project completed by Bob Cunningham while working at TOLD Development

PROJECT SPECIFIC INFORMATION

Completion Date:
September 2008

Final Budget:
\$120,000,000 (TIF \$25,000,000)

Funding Sources:
City of St. Louis Park, Metropolitan Council, HUD

Public Agency References:
Jake Spano, Mayor, City of St. Louis Park
5005 Minnetonka Blvd, St. Louis Park 55416
952-928-1448

Tom Harmening, City Manager, St. Louis Park
5005 Minnetonka Blvd, St. Louis Park 55416
952-924-2525

Karen Barton, Community Development Dir.
5005 Minnetonka Blvd, St. Louis Park 55416
952-924-2579

SECTION 3 Similar Project Experience



NOLAN MAINS

EDINA, MN

Mohagen Hansen Architecture | Interiors was selected to provide full service site planning, architectural and interior design services for the redevelopment of 49-1/2 Street in the popular 50th & France shopping district in Edina, MN. The 2.9 acre project, based on the Southdale Area Planning Principles, will add multi-family housing, parking and retail to the area, with an overall goal of extending the vitality of 50th & France to the North.

The project is centered around enhanced pedestrian connections through the site and creating a new central public plaza for year-round use. Approximately 1/3 of the project area is dedicated to outdoor public space. In total the project includes 100 luxury apartments, 39,000 sf of new retail and 850 parking stalls. Construction is nearing completion.

STAFF INVOLVED:

Todd Mohagen
Steve Paetzel
Ginnie Schneider
Haley Stofferahn

PROJECT SPECIFIC INFORMATION

Completion Date:
April 2020

Final Budget:
\$51,000,000

Funding Sources:
TIF, Metropolitan Council

Public Agency References:
Bill Neuendorf
4801 West 50th Street, Edina, MN 55424
952-826-0407

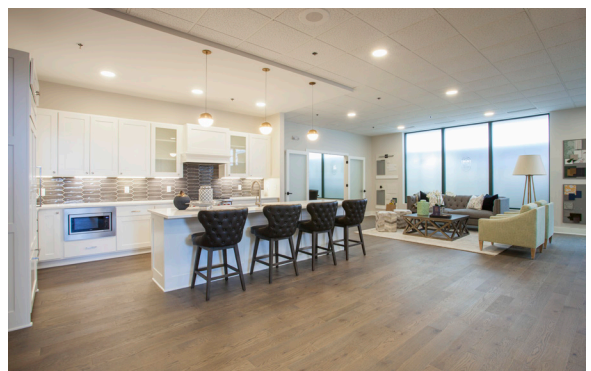
Marcus Martin, Metropolitan Council
390 North Robert Street St. Paul 55101
651-602-1054

SECTION 3 Similar Project Experience



NOLAN MAINS

EDINA, MN



SECTION 3 Similar Project Experience



AMBER UNION APARTMENTS

FALCON HEIGHTS, MN

Mohagen Hansen Architecture | Interiors is serving as the architecture and interior design partner on a development team that is in the process of repurposing the former TIES building, a 1940s-era office complex in Falcon Heights, which will be converted into affordable apartments.

The project has been named Amber Union in honor of the building's history as headquarters of the Farmers Union Grain Terminal Association. The project will include sitework that has been approved for cleanup grants by the Minnesota Department of Employment and Economic Development.

The property is set across three parcels and includes a four-story former office building and data center as well as a skyway-attached conference/event center. The design concept includes preserving the facade and other historic features of the art deco-style structure both on the interior and exterior. The development will include the build out of 127 affordable units and planning and design of common spaces which include a fitness center, reuse and updates to a historic auditorium and community dining space. The design team is also providing a solution for the preservation and reuse of the existing historic lobby space.

The adjacent event center is also being redesigned to accommodate housing on the second level and a first level public cafe.

STAFF INVOLVED:

Todd Mohagen
Haley Stofferahn

Ginnie Schneider
Steve Paetzel

PROJECT SPECIFIC INFORMATION

Completion Date:
Fall 2021

Final Budget:
\$45,000,000

Funding Sources:
HUD, MN Housing Finance Agency

Public Agency References:
Mike Thomas, AIA | Multifamily Division
Minnesota Housing and Finance Agency
400 Wabasha Street North | Saint Paul 55102
651-276-1170

SECTION 3 Similar Project Experience



ZENITH DEVELOPMENT

MINNEAPOLIS, MN

The Zenith was a 2.4 acre brownfield redevelopment project in the City of Minneapolis historic Mill District. It consisted of the construction of three free-standing buildings atop two common levels of underground parking and shared surface amenities. The initial phase was construction of the 155 room A-Loft Hotel, surface parking, a portion of underground parking and installation of a multipurpose underground stormwater mitigation system. Second and third phases consisted of construction of the remaining underground parking, construction of the two condominium buildings, completion of perimeter sidewalks and completion of the internal amenity area.

Alliant's primary responsibilities included identification and resolve of utility conflicts and coordination, resolve of proximity of underground parking to limestone bedrock and pumping of sub-surface drainage during excavation, excavation/shoring and construction phasing of underground parking, routing of utilities in underground parking, resolve of contaminated soils, site grading and capture of stormwater runoff in the central amenity area atop underground parking, phasing of sub-surface stormwater mitigation system relative to current and future improvements, and phasing of utilities relative to phased construction of underground parking. Responsibilities also included alley vacation and dedication, preparation of a Common Interest Community (CIC) Plat, permitting and construction staking.

STAFF INVOLVED:

Clark Wicklund Dennis Olmsted Mark Kronbeck

PROJECT SPECIFIC INFORMATION

Completion Date:
2015

Final Budget:
\$45,000,000

Public Agency References:
Hilary Dvorak, Minneapolis City Planner
350 South 5th Street Minneapolis, MN 55415
612-673-2639

SECTION 3 Similar Project Experience



TWIN CITIES PREMIUM OUTLETS

EAGAN, MN

The Twin Cities Premium Outlets was a brownfield redevelopment of approximately 20 acres located on Highway 13 and Cedar Avenue in the City of Eagan. The public-private partnership project consisted of a 450,000 square foot outdoor mall for as many as 100 shops and retail spaces, and structured and surface parking. The project features an internal brick paver corridor, large entry plaza and raised pedestrian crossing to structured parking.

Alliant's primary project responsibilities included identification and resolve of private utility conflicts and coordination with utility representatives, determination of critical elevations at the entry plaza, surface roadways and parking decks, resolve of contaminated soils, excavation quantities and site balance, surcharging soils, collection of surface and sub-surface stormwater runoff brick pavers, coordination with Xcel for relocation of approximately 2,000 feet of a 12" high pressure gas main, onsite snow melt system and improvement to a non-compliant regional retention facility. Responsibilities also included roadway vacations, entitlements, platting, permitting, construction staking, as-builts and project closeout with multiple agencies.

STAFF INVOLVED:

Clark Wicklund
Dennis Olmsted
Mark Kronbeck

PROJECT SPECIFIC INFORMATION

Completion Date:
2014

Final Budget:
\$100,000,000

Reference:
Pam Dudziak, Eagan City Planner
3830 Pilot Knob Rd. Eagan, MN 55122
651-675-5691

SECTION 3 Similar Project Experience



EAST END

MINNEAPOLIS, MN

The East End was a redevelopment of a surface parking lot and vacant rail spur on Washington Avenue in the City of Minneapolis. The project consisted of the construction of seven story, 183 unit apartment, a Trader Joes, two levels of underground parking, wrapped structured parking and underground pedestrian connections to the Thresher Square building and Old Spaghetti Factory building. Also included was the renovation of the Thresher Square building for a Canopy by Hilton hotel.

Alliant's primary project responsibilities included identification and resolve of utility conflicts and coordination, resolve of underground parking to limestone bedrock and footing support for Thresher Square and Old Spaghetti Factory, pumping of sub-surface drainage during construction, resolve of contaminated soils, determination of critical building and access elevations, resolve of grocery entrance and truck loading elevations, determination of sub-surface pedestrian connections to Thresher Square and Old Spaghetti Factory buildings, phasing of sub-surface stormwater mitigation system and outlet. Responsibilities also included alley vacation, preparation of a Common Interest Community (CIC) Plat, permitting and construction staking.

STAFF INVOLVED:

Clark Wicklund
Dennis Olmsted
Mark Kronbeck

PROJECT SPECIFIC INFORMATION

Completion Date:
2019

Final Budget:
\$38,000,000

Public Agency References:
Hilary Dvorak, Minneapolis City Planner
350 South 5th Street Minneapolis, MN 55415
612-673-2639

SECTION 3 Similar Project Experience



CENTRAL PARK COMMONS

EAGAN, MN

The Central Park Commons project was a 47-acre redevelopment of the 520,000 square foot Lockheed Martin facility at Yankee Doodle and Pilot Knob Road in the City of Eagan. The mixed-use project consisted of the construction of 350,000 square feet of commercial/retail and office use surrounding an internal town center all served with surface parking. The building forward concept provided screening of internal parking fields orientated to accommodate and provide for individual tenant requirements. The project also required reclaim, demolition and removal of the existing building which was mainly underground and surface parking.

Alliant's primary project responsibilities included identification and removal of two primary electrical feeds through the site with Xcel, abandonment and relocation of watermain through the site and providing for the relocation of active sanitary sewer and storm sewer lines. Of particular interest was the need to provide for stormwater management in consideration of the Lockheed Martin Stormwater Management Plan, which identified a number of stormwater initiatives and goals which exceed minimum standards of the City and Watershed District. As such, the project provided for a number of innovative mitigation techniques unique to the city. Responsibilities also included traffic analysis, preparation of an EAW, entitlements, platting, permitting, construction staking, as-builts and project closeout with multiple agencies.

STAFF INVOLVED:

Clark Wicklund, Dennis Olmsted, Mark Kronbeck, Bob Green

PROJECT SPECIFIC INFORMATION

Completion Date:
2018

Final Budget:
\$110,000,000

Reference:
Pam Dudziak, Eagan City Planner
3830 Pilot Knob Rd. Eagan, MN 55122
651-675-5691

SECTION 3 Similar Project Experience




UNION FLATS REDEVELOPMENT

ST. PAUL, MN

Braun Intertec completed environmental assessment and investigation activities at the redevelopment site. Environmental assessment and investigation activities included multiple rounds of subsurface investigations to identify, characterize, and delineate the extent of petroleum and non-petroleum soil, groundwater, and soil vapor impacts. The investigation activities also included identification and quantification of asbestos-containing materials (ACM) and other hazardous materials in the building prior to demolition.

Braun Intertec developed a RAP/CCP and plans/specifications to address the identified soil, groundwater, and soil vapor impacts. The plan included the removal of up to 34,000 tons of contaminated soil and the installation a sub-slab vapor intrusion mitigation system for the new apartment complex. In addition, Braun Intertec prepared specifications for abatement of ACM and removal of hazardous materials from the former buildings.

Braun Intertec assisted the Client/Owner with obtaining regulatory liability assurances and approvals from the Minnesota Pollution Control's Voluntary Investigation and Cleanup and Petroleum Brownfields Programs and submitted applications to various agencies for environmental cleanup grant funding.

Redevelopment activities for the site have included demolition of the existing site structures and improvements, and construction of a four-story apartment complex, including underground parking, with approximately 212 units and associated interior and exterior common amenity spaces.

STAFF INVOLVED:

Steve Jansen
Rich Fonz

Julie Baumeister
Bruce Schaepe

Derek Schilling

PROJECT SPECIFIC INFORMATION

Completion Date:
March 2019

Final Budget:
\$1,900,000 (Environmental/Geotechnical)

Funding Sources:
Minnesota Pollution Control Agency

Public Agency References:
Tim Lockrem
Minnesota Pollution Control Agency
520 Lafayette Rd, St Paul, MN 55155
651-757-2686

SECTION 3 Similar Project Experience

BRAUN
INTERTEC



ALLIANZ FIELD STADIUM

ST. PAUL, MN

Allianz Field is a major league soccer stadium construction project completed on a fast-track basis for the Minnesota United Soccer Club. This project included extensive collaboration consultants, the contractor and multiple additional public and private stakeholders.

Braun Intertec provided all environmental investigation services including a Phase I ESA of an entire "Superblock" of assembled properties, a comprehensive Phase II ESA, a RAP/CCP outlining the environmental requirements for redevelopment, and preparing formal design plans and specifications for the environmental components of the project. The project also included completion of a comprehensive geotechnical evaluation requiring significant integration of both the environmental remediation and geotechnical requirements within the project design.

The pre-construction environmental work was completed in less than four months and resulted in the approval of the RAP by the Minnesota Pollution Control Agency. Braun Intertec assisted the client with preparation of grant applications for environmental cleanup. The project received a total of approximately \$2,750,000 in environmental cleanup funds from the Minnesota Department of Employment and Economic Development (DEED) Contamination Cleanup program, the Metropolitan Council Tax Based Revitalization Account (TBRA) and the Ramsey County Environmental Response Fund (ERF). Braun Intertec is currently providing environmental consulting services to support future redevelopment on the properties adjacent to Allianz Field.

STAFF INVOLVED:

Ken Larsen and Bob Janssen

PROJECT SPECIFIC INFORMATION

Completion Date:

April 2019

Final Budget:

\$1,700,000 (Geotechnical / Environmental)

Funding Sources:

U.S. Environmental Protection Agency
Brownfields Assessment Grants

Minnesota Department of Employment
and Economic Development (DEED)

Public Agency References:

Shanna Schmidt, MN Pollution Control
Agency
520 Lafayette Rd, St Paul, MN 55155
651-757-2697

SECTION 3 Similar Project Experience

DF/

DAMON FARBER LANDSCAPE ARCHITECTS



EXCELSIOR AND GRAND

ST. LOUIS PARK, MN

The City of St. Louis Park, through a community wide visioning process created a plan for redeveloping an eight square block area into a vibrant space for living, shopping and working. TOLD Development was selected by the City to make the vision a reality and subsequently hired Damon Farber Associates to develop a comprehensive site plan that would reflect the upscale nature of the development and the vision of the community.

The focal point of the development is a two block long Town Green. Elements such as decorative street lighting, banners, seasonal planters, public art, arbors, fountains and decorative pavers reinforce the pedestrian atmosphere and promote the image of a vital community destination.

A two hundred person Veteran's Memorial amphitheater with ADA access to the park, provides an inviting space for community events. The unique partnership between private development and public open space results in a space that reflects the vision of the community.

STAFF INVOLVED:

Tom Whitlock

PROJECT SPECIFIC INFORMATION

Completion Date:
2005

Final Budget:
\$1,800,000 (site)

Funding Sources:
Metropolitan Council - Livable Communities Grant, Minnesota, Department of Trade and Economic Development and HUD

Public Agency References:
Tom Harmening, City Manager, St. Louis Park
tharmening@stlouispark.org
952.924.2525

SECTION 3 Similar Project Experience

DF/

DAMON FARBER LANDSCAPE ARCHITECTS



KRAUS ANDERSON BLOCK

MINNEAPOLIS, MN

The KA Block in downtown Minneapolis showcases how a mixed use development can accommodate multiple uses on the exterior of the building as well as the interior. A shared community plaza at the center of the project was designed to be flexibly programmed by Finnegans Brewery, KA offices, neighboring apartments, and the adjacent hotel.

- Constructing a plaza over structure required creative strategies of adding green into the space. The trellis structures provide overhead canopy, much needed shade, as well as a character defining feature for the space.
- The space is delineated by multiple layers of planting, seating, and structures. Custom planters set on wheels allow for the space to be programmed in multiple configurations, from a small office gathering at the brewery to larger weddings.
- Wayfinding and branding was strengthened at the edge of the site to draw passersby into the central plaza. Large I-beams were used to span between buildings to create gateways that recalled KA construction background.

STAFF INVOLVED:

Tom Whitlock
Jeff McMenimen

PROJECT SPECIFIC INFORMATION

Completion Date:
2019

Final Budget:
\$12,000 (design budget)

Funding Sources:
Metropolitan Council - Livable Communities Act Grant

References:
Paige Morton, Kraus-Anderson Realty Co
paige.morton@krausanderson.com
612.255.2466

SECTION 3 Similar Project Experience

DF/

DAMON FARBER LANDSCAPE ARCHITECTS



NOLAN MAINS

EDINA, MN

Improvements to the 50th and France public realm will make the popular district even more walkable and shopper-friendly with new retail experiences, outdoor plazas, pedestrian passageways, woonerfs, and streetscape enhancements. The design calls for demolishing and modifying parking ramps to make way for a new mixed-use building with luxury apartments, ground-floor retail, below-grade parking, and the activation of the underutilized streetscape. A flexible event plaza situated in the middle of 30,000 square feet of new public space will include an outdoor fireplace, a unique water feature, ample amounts of seating, music, and new landscaping

- 2,200 square feet of flexible event space to accommodate the Edina Art Fair, farmers markets, and outdoor movies
- 45% permeable surfacing, reducing stress and load on municipal infrastructure
- Site planting is 100% native, decreasing irrigation cost and introducing pollinator plants into the public realm

STAFF INVOLVED:

Tom Whitlock

PROJECT SPECIFIC INFORMATION

Completion Date:
2020

Final Budget:
\$51,000,000

Funding Sources:
TIF and Metropolitan Council

Public Agency References:
Bill Neuendorf, City of Edina
952.826.0407

SECTION 3 Similar Project Experience

DF/

DAMON FARBER LANDSCAPE ARCHITECTS



THE VILLAGE AT MENDOTA HEIGHTS

MENDOTA HEIGHTS, MN

As the lead consultant we worked collaborative with a large project team to define urban design goals, enhance the community's vision, develop the village character, and collaborate with the developer, city, and design team to insure consistency in the project's pedestrian friendly design and aesthetics.

The "Village at Mendota Heights" is a mixed-use development with over 100,000 sf. of mixed-use retail and office space, and includes approximately 135 new housing units.

- The Village design draws on the successful mixed use, pedestrian friendly environment of the classic 1914 "Market Square" plan of Lake Forest, Illinois. Like Lake Forest, this project reflects the desire of civic leaders who wished to creatively integrate lifestyle living, shopping and working into a cohesive village, connecting people with one another again.
- Campus connectivity is promoted through a multi-use streetscape that includes a tree lined boulevard, bike lanes, pedestrian sidewalks, public art, and planting that stretch along the three block district to date.
- A network of interconnecting open spaces – plazas, gardens, courtyards and streetscapes physically link buildings within the district and support the movement

STAFF INVOLVED:

Tom Whitlock

PROJECT SPECIFIC INFORMATION

Completion Date:
2006

Final Budget:
\$600,000 (Landscape Only)

Funding Sources:
Metropolitan Council - Livable Communities Act Grant

Public Agency References:
Ross Fefercorn
RMF Group
612.363.6208

SECTION 3 Similar Project Experience



- **Parker Station Flats** – Robbinsdale, MN
Market feasibility study for proposed apartment development in downtown Robbinsdale, MN.
- **The Chamberlain** – Richfield, MN
Market feasibility study for proposed mixed-income apartment development in Richfield, MN. Project includes both adaptive re-use and repositioning of existing workforce housing and construction of new apartment complex.
- **Signature 41** - Chaska, MN
Marquette Advisors provided a market feasibility study for a proposed luxury apartment community in Chaska, MN.
- **Elevate at SW Station** – Eden Prairie, MN – Market feasibility study for mixed-income apartment community in Eden Prairie, MN.
- **NordHaus** – Northeast Minneapolis, MN
Market feasibility study for a proposed mixed-use development incorporating luxury rental apartments along with a mix of retail and restaurant concepts on a site on 1st Avenue NE in Minneapolis. Analysis included a detailed assessment of the development concept and full review of both apartment and retail market conditions in the immediate neighborhood and broader market areas.
- **Indigo** – Bloomington, MN Marquette Advisors provided market research, data and advisory services regarding Lennar development proposals at Bloomington Central Station.

HOUSING DEVELOPMENTS

MINNESOTA

ACCURATE, COMPETENT FEASIBILITY STUDIES

All of our assignments are scoped according to the specific needs of the client. Our market studies are regularly used to evaluate and guide real estate development projects, ranging from acquisition/rehab opportunities, to free-standing new apartment or condominium developments, to complex mixed-use communities. Our feasibility studies typically evaluate both the market viability and financial feasibility of a development project. These reports are regularly used to secure financing.

A Marquette Advisors feasibility study typically includes each of the following components:

- Site Analysis
- Definition of draw area & competitive market area
- Analysis of demographics & economic conditions
- Competitive Market Analysis with detailed competitive supply audit and development pipeline assessment
- Buyer/renter profile analysis
- Development recommendations – project sizing, unit mix, price/rents, amenities, design considerations
- Demand analysis and absorption forecasting
- Financial feasibility

SECTION 3 Similar Project Experience



THE PROMENADE OF WAYZATA

WAYZATA, MN

A mixed-use, 5 building, pedestrian friendly development in the heart of the Wayzata Commercial District. The development offers 111,000 SF of street level retail space, 92 room boutique hotel, 350+ residential units, apartments, high-end market-rate condominiums and senior living. The property is 42% occupied mostly attributed to too much retail space being built for the market to bear and several of the buildings lack visibility for retailers.

STAFF INVOLVED:
Jesseka Doherty

PROJECT SPECIFIC INFORMATION

Completion Date:
2015-2017 (5 phases completed)

SECTION 3 Similar Project Experience



THE SHOPS AT WEST END

ST. LOUIS PARK, MN

The Shops at West End is a 350,000 square foot development with street level retail in five buildings and one upper level of office. The development offers a shopping, dining and entertainment experience like no other. Located in the highly affluent suburb of St. Louis Park, just minutes from downtown Minneapolis and centrally located just off of 394 and Highway 100. With heated indoor parking, as well as ample ramp and street parking you're never far from some of the most unique shops in the Twin Cities. From locally owned boutiques to entertainment to rejuvenation. The shops are what make up the friendly, comfortable experience people have when visiting The Shops at West End.

STAFF INVOLVED:

Tricia Pitchford
Jesseka Doherty

PROJECT SPECIFIC INFORMATION

Completion Date:
2008

SECTION 3 Similar Project Experience



KENSINGTON PARK

RICHFIELD, MN

Kensington Park is a mixed-use development consisting of three apartment buildings conveniently located at the intersection of I-494 and Lyndale Avenue in Richfield. The buildings consist of 28,000 square feet of street level retail space that is occupied with a mix of national & local tenants. There are three floors of condos located above the retail.

STAFF INVOLVED:

Jesseka Doherty

PROJECT SPECIFIC INFORMATION

Completion Date:
2004

INLAND DEVELOPMENT PARTNERS

SECTION 4

CITY/DEVELOPER PARTNERSHIP

SECTION 4 City/Developer Partnership

VISION OF A SUCCESSFUL REDEVELOPMENT

PROJECT UNDERSTANDING AND VISION

The City Square West block which has been identified as the catalyst redevelopment site in the City of Chaska, provides numerous opportunities to create interest and enhance the vibrancy of the community through the careful planning and design of a mixed-use development that incorporates both residential and commercial space. In order for the development to be successful, there are a variety of objectives that the City has outlined which are consistent with what we are seeing in redevelopment projects.

The redevelopment will be accomplished in a professional and highly communicative manner through the development of concepts that have been thoughtfully developed to meet the City's goal of strengthening downtown Chaska as a vibrant, multi-generational commercial designation. In order to do so, we realize it is imperative that the new buildings respect and complement the historic character and scale of surrounding buildings while also achieving the visionary nature that the City has been implementing through new developments such as the Chaska Community Center and the Chaska Firemen's Park/Curling Center/Event Center. This development team is thrilled by the opportunity to partner with the City of Chaska to achieve the following objectives while exceeding the expectations of City Staff and the community at large.

STREETSCAPE

First and foremost, the redevelopment should be attractive, accessible and offer an energetic street presence as it fronts Chestnut Street / TH 41. The existing streetscape language will be extended through this development and augmented with a variety of seating areas, warm and welcoming lighting, public art and the infusion of seasonal plantings and landscape throughout.



STREETSCAPE

PARKING

The redevelopment should also offer adequate parking required to support the influx of retail and residential spaces. In keeping livable communities efforts, there should also be sustainable solutions available such as bike racks and perhaps charging stations for electric vehicles.



MAINTAIN HISTORIC CHARACTER

RESPECT FOR THE HISTORIC NATURE OF THE COMMUNITY

The City of Chaska maintains a rich history dating back to the mid-1800's. You have been able to maintain the historic integrity of a number of buildings with beautiful brick and abundant architectural details within the City. The materials utilized on the older buildings within the City offer longevity and maintainability, and when coupled with glass, metal and stone details that are being incorporated into more modern structures, they present a timelessness that will carry the City far into the future.

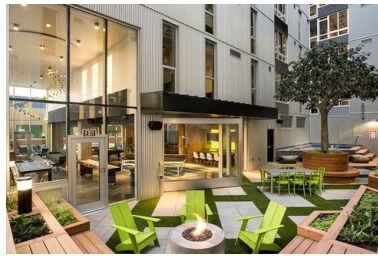
SECTION 4 City/Developer Partnership

VISION OF A SUCCESSFUL REDEVELOPMENT

PROJECT UNDERSTANDING AND VISION

CONNECTIVITY

As we begin to create a welcoming and vital development in downtown Chaska, a primary goal will be to create safe connections not only throughout the development, but connections that draw people in from adjacent buildings and areas. Another form of connectivity will take place as we create public spaces within the development. We will create a sense of pride in community by incorporating gathering spaces where people can enjoy activities that celebrate the various seasons in Minnesota. For example seating areas with outdoor fire pits, designated play areas for Corn Hole and Bocce Ball, seating areas with expansive views, flexible, moveable structures that can be arranged in a variety of ways, and are adorned with interesting lighting. These spaces can be used by visitors and residents while also being a spectacular backdrop for community events.



CONNECTIVITY - GATHERING

ECONOMICS

Lastly, but undoubtedly most important - the economics must make sense. The concepts created for the redevelopment must be achievable within the confines of the fiscal requirements of the City. Due to the length associated with this type of development, we must also bear in mind potential changes in market conditions as the project progresses and plan accordingly.



CONNECTIVITY - WALKABILITY

SECTION 4 City/Developer Partnership

FORMAL AGREEMENTS REQUIRED

Outlined below is a partial list of the formal agreements that Inland Development Partners envisions as necessary to establish the roles, rights, and obligations of the CEDA and the developer:

- **Tax Increment Financing Agreement/Establishment of District**
 - Type of District
 - Term of District
 - Requirements of District
 - TIF Note Amount
- **Preliminary Redevelopment Agreement**
- **Redevelopment Agreement**
- **Planned Multi-Use District (PMD/City Council)**
- **Site Plan and Elevations (PMD)**
- **Re-Plat**
- **Building Materials (PMD)**
- **Public Space Programming**
- **Support of Grants**
- **Feasibility Analysis (Marquette Advisors)**

SECTION 4 City/Developer Partnership

PHASING/TIMELINE

PROPOSED PROJECT SCHEDULE

The page that follows offers a preliminary project schedule that takes place from the time a development team is selected to the successful completion and lease out of the redevelopment project in the first quarter of 2023. You will see that the front end of the project will entail a significant preliminary design and entitlements process. This phase of work begins with the City's successful land acquisition and leads into a robust and informative public process.

The schedule includes the Planning Commission, City Council and CEDA meeting and approval dates as well as dates for the public meetings. There will also be a multitude of stakeholder and development team meetings that are not shown on this schedule. A project schedule with a very high level of detail would be developed after the initial planning stages of the project.

SECTION 4 City/Developer Partnership

[illegible]

Neighborhood Meeting/Open House *

City Approval Meeting 

SECTION 4 City/Developer Partnership

PUBLIC PROCESS APPROACH

INTEGRATING THE PUBLIC INTO THE PROCESS IS IMPERATIVE TO THIS PROJECT

Our approach to the public process will blend seamlessly with the work and community engagement that you have already accomplished. We are poised to take the baton and further enhance your previous efforts. We place great importance on integrating stakeholders into the project. We understand that engaging the community and bringing them along on the journey is key to a successful public process approach. Each firm that makes up this collaborative team has proven success in leading a community through this process. We will connect with the stakeholders a number of times during the course of the project, ensuring they understand the details of the project, and are given a clear response to why or why not a certain element of the project can or cannot be implemented. Our goal is that throughout the entire process, the community feels valued, heard and understood.



CITY OF CHASKA

City Officials
Residents
Business Owners

INFORM

Present information in a transparent way that is easily understood by all stakeholders. For some, this will be their first exposure to the development process so the use of technical terms could be a barrier to understanding.



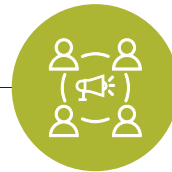
COMMUNICATE OFTEN

Implement a variety of methods for maintaining continuous communication such as, a project website, newsletters, Nextdoor announcements, City website announcements and mailers to residents.



ENGAGE

Engage stakeholders to join in the journey, and conduct project open houses and neighborhood meetings. Offer at different times and locations to ensure all interested parties have an opportunity to attend.



DOCUMENT

Record all feedback received from stakeholders for team discussion. Communicating both positive comments and those that challenge the development show the team is listening.



IMPLEMENT

Adjust the concepts to reflect stakeholder concerns. Clearly demonstrate any changes made in response to their feedback.



INLAND DEVELOPMENT PARTNERS

SECTION 5

FINANCIAL ABILITY

SECTION 5 Financial Ability

INTENT TO REQUEST PUBLIC FINANCING| EXPERIENCE APPLYING FOR FUNDING FROM GOVERNMENT SOURCES

As previously indicated, Inland Development Partners will be the lead partner for the City Square West project, and as such, will be responsible for all project financing. We have the ability to access alternative funding sources that require a high level of expertise and connectivity with multiple agencies. Therefore, we can overcome the obstacles associated with obtaining proper funding. In the past 24 months we have successfully placed over \$100 million in HUD loans on our Multi-Family projects which also included \$15.0 million in Tax Increment Financing, and \$2.2 million of grant support from Metropolitan Council, DEED and Hennepin County.

Inland Development Partners will establish a Single Purpose Entity ("SPE") as the development and ownership entity for the project.

Further, we have been fortunate to establish a small, close-knit group of equity investors. Our equity partners have been apprised of this response to the Request for Qualifications and are very supportive.

Specifically, with respect to public finance sources, we plan to utilize all available and appropriate sources, including, but not limited to:

- Establishment of a Tax Increment District (likely seeking a Redevelopment District, if appropriate)
- Metropolitan Council Grants
- Deed Grants
- Others to be decided

As mentioned above, we have recently completed two large HUD financings and we anticipate that the 221(d)(4) HUD program may be an ideal debt vehicle for this project.

We feel it is important to state that we are Owners who view this development as a core asset in our portfolio which only consists of locations where we see long term value.

**WHEN WE PUT OUR TIME AND TREASURE INTO A COMMUNITY
WE ARE THERE LONG TERM.**

INLAND DEVELOPMENT PARTNERS

SECTION 6

CLIENT TESTIMONIALS

SECTION 6 Client Testimonials



City of Robbinsdale

4100 Lakeview Avenue North • Robbinsdale • Minnesota • 55422-2280
Phone (763)531-1258 • Fax (763)531-1291
Website www.robbinsdalemn.com

February 14, 2020

Chaska Economic Development Authority
C/O Mr. Matthew Podhradsky, Economic Development Coordinator
City of Chaska
1 City Hall Plaza
Chaska, MN 55318

RE: Inland Development Partners Project Developments in Robbinsdale

The City of Robbinsdale has had an excellent partnership with IDP through the redevelopment of two key areas, those being the old Terrace Mall shopping area and the former American Legion. Both sites suffered from property deterioration from property owners who had no interest in investing in the sites.

Through both of the projects IDP responded to suggestions from the City Council/EDA to make the end development match up to our community vision for the area. Both of the sites had significant title issues and environmental clean-up. Members of IDP's team worked closely with us to resolve the issues and prepare the grant application forms rather than walk away from a difficult site. Especially when the concerns raised by those with fond memories of the deteriorated Terrace Theater and disappointment that the property owner allowed the decay, IDP worked with the city with social media planning and legal defense. Unlike some developers, IDP had no concern in including long-term ownership as part of development agreements.

- They are responsive to suggestions.
- They have a team with a depth of expertise necessary to overcome incredible barriers.
- They step up to the table with the financial resources to tackle issues rather than walking away or expecting the city to fix things.
- They follow through with their commitments and maintain honest transparent communications through the initial project concept through opening day – and beyond.
- Even after tackling extreme barriers in our first project, they were back at the table knowing that the title issues and environmental cleanup would be there at the next site – even including settling a property claim from pioneer homestead heirs after right-of-way turnback along a former state highway.
- They continue to stay in touch on opportunity for future projects in the community and retain ownership for the long term on both sites.
- We have trusted relationships and long-term relationships with members of the IDP team and know that when they say they are going to do something, they stick with the project and don't expect the city to provide additional resources when surprises appear, as they always do, in long-settled redevelopment areas.

If you have any questions, please feel free to contact me at mglick@ci.robbinsdale.mn.us or 763-531-1258.

Sincerely,

Marcia Glick, City Manager

SECTION 6 Client Testimonials



February 24, 2020

To Whom It May Concern:

In December 2016, the Edina Housing and Redevelopment Authority (HRA) selected a development team which included Mohagen Hansen Architecture | Interiors. Their team was selected from three groups that submitted proposals to improve public parking and add vitality and street life to a sleepy portion of the 50th and France business district.

The Edina HRA contracted directly with Mohagen Hansen to design an addition to a City-owned parking structure that included new street-level retail spaces. The HRA's development partner engaged Mohagen Hansen to anchor their group of design and engineering professionals who designed the larger mixed use facility.

Construction began January 2018 and was completed in two phases. The first phase, an expansion of the North Parking Ramp was completed on time! This ramp offers nearly 550 much needed parking stalls for customers and employees.

The second phase is partially occupied and the contractor is finishing punch list items. This phase consists of a 100 unit apartment complex called Nolan Mains along with new street level retail spaces arranged around a series of pedestrian walkways and outdoor public plazas. This unique design was intentional to unify the new construction with the existing businesses.

This multi-phase project was no small undertaking for the City of Edina, but this development team made it successful by effectively engaging the community through a public process that allowed neighbors to be heard and have their concerns addressed in the earliest stages of design. Mohagen Hansen was instrumental during this process, providing realistic graphics that communicated design intent and helped address the varied concerns expressed by neighbors.

With the lengthy construction process behind us, we look forward to seeing the community members enjoying the new public areas. We've already received several compliments about the attractive new building and the convenient new parking options.

I would welcome the opportunity to work with Mohagen Hansen again on future projects. Their community focused approach was an essential ingredient to advance this concept. Their attention to detail was also vital and appreciated as we strive to reduce maintenance of the public areas.

If you have any questions, feel free to contact me directly at 952-826-0407 or bneuendorf@EdinaMN.gov.

Best regards,

Bill Neuendorf
Economic Development Manager

CITY OF EDINA

4801 West 50th Street • Edina, Minnesota 55424

SECTION 6 Client Testimonials



February 28, 2020

VIA E-MAIL TRANSMISSION

Project Reference Letter – Union Flats
787 Hampden Avenue
Saint Paul, Minnesota 55114

To Whom it May Concern:

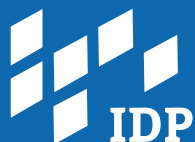
I am providing this reference letter on behalf of Dominium regarding the technical expertise and client service provided by Braun Intertec Corporation on the above referenced Brownfields redevelopment project in St. Paul. Dominium and Braun Intertec have had an ongoing working relationship for the past five years. During that time, with Braun's help, Dominium has redeveloped several properties in the Twin Cities metropolitan area that have had a multitude of geotechnical and environmental challenges.

The Union Flats project is a great example. This project had geotechnically poor soils, shallow perched groundwater, and extensive soil contamination and soil vapor impacts. It threatened to deter the feasibility of the project overall. Braun conducted all the pre-construction geotechnical and environmental due diligence investigations to provide the needed data for the project design and construction planning. They also provided materials testing, environmental monitoring and testing, and turn-key environmental remediation services during construction. A key aspect of the project was that Braun assisted Dominium with securing over \$1,400,000 in environmental cleanup funds from DEED, Metropolitan Council and Ramsey County. These grant funds were key to closing the financing gap on the project resulting from the environmental contamination.

Dominium values its relationship with Braun Intertec and their staff. For this reason we strongly recommend them for geotechnical and environmental services on similar redevelopment projects.

Sincerely,

Devon M. Quist
Development Associate
Dominium
Phone 763-354-5512
dominiumapartments.com



IDP

Inland Development Partners

100 Lake Street West, Suite 200 | Wāyzata, MN 55391

inlanddp.com | 952-495-6240

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/21/2020

Subject: Adoption of 2021 Tax Levy and General/Enterprise Fund Budgets

Prepared By: Matthew Podhradsky, City Administrator

Attached to this Staff report is a copy of the proposed 2021 General Fund and Enterprise Fund Budgets, along with my Administrator's Budget Message summarizing the recommended budget activities in each of our funds.

Summary of General Fund Budget and Tax Levy Recommendation

As we discussed over the past couple of months throughout our annual budget process, and as we have discussed over the past several years of our financial forecasting process, there are several things that we have looked at incorporating into our budgeting process to meet our service objectives. These have included increasing our tax levy to support the replacement and maintenance of assets we have already invested into through a formal Capital Improvement Program (CIP), reaffirming our policy on how we establish our tax levy in a given year by focusing more on the items that directly increase our service costs such as new growth in the community and inflation, and planning for issues we foresee in the future so as to be prepared to address them as they come to fruition. Over the course of our budget discussions this fall, we have focused a significant amount of time to some of the economic realities we foresee for the upcoming year due to the COVID 19 Pandemic, looked at options for what we might need to do to meet our budgeting objectives, and things that we may need to delay to reduce the impact to our taxpayers during the 2021 budget year.

Based on the discussions the City Council has had throughout this budget process, and prioritizing the issues that we feel are important to address in this upcoming year, Staff is presenting the recommended General Fund Operating Budget, which would be at \$20,107,676 for 2021. This would be an increase of 6.94% over the budget as we amended it in July of this year to address changes due to the COVID 19 Pandemic, with the actual dollar increase in expenditures of \$1,304,913 over this amended 2020 budget. If you compare it to the original budget established for 2020 in December of last year, the increase would be 5.8%, or \$1,097,968 over 2020. Based on this budget level, the recommended tax levy that would be required to support this budget would be \$11,413,137, or an increase of 8.53% over the 2020 tax levy. It should be noted that this amount represents not only the tax levy needed to support our General Fund, but also our EDA, Mt. Pleasant Cemetery and our Tax Abatement Districts.

Budget Objectives

As always, we start the budget process focusing on the objectives that have been discussed by the Council for establishment of the 2021 budget. These objectives include:

- ***Support budgeting programs that help Chaska strengthen its mission of being "The Best Small Town in Minnesota"***
- ***Maintain existing high-quality service levels***
- ***Limit tax levy growth to capture only new growth in community and inflation, only increasing the levy beyond this point if new service levels/assets are being added***
- ***Fully fund maintenance and replacement of our vehicles, equipment, and physical assets on a regular schedule to ensure sustainability of investments already made***
- ***Fund new programs only after existing, necessary programs are funded***
- ***Budget utilizing a plan that avoids draw-down of City's General Fund Reserves and builds these reserve amounts to a targeted level***
- ***Fully fund levy needs of Street Reconstruction Program***
- ***Develop a budget plan that is sustainable from a resource perspective to support service levels that residents expect***

This last objective was added during the 2019 budget process and led to the completion of a Staffing Study identifying current gaps in our Staffing resource levels and staffing we will need to plan for as our community continues to grow. This year we also added to our General Fund Reserves Objective by expanding it to include developing a plan to build up our General Fund Reserves balance to targeted levels that maintain or improve our current bond ratings.

Budget Environment for 2021

As mentioned previously, the COVID 19 Pandemic crisis which started back in mid-March, has created significant economic issues for us to address as part of this budgeting process. While the most dramatic economic impacts have occurred within our recreational Enterprise Funds, such as the Chaska Community Center and the Chaska Curling and Event Center since they were closed for nearly 5 months and have been restricted on their capacity as we have reopened, we have also seen impacts in General Fund Revenues that forced us not only to make mid-year changes to our 2020 Budget, but will also have an impact on the 2021 budget setting process.

In July of this year, we did amend the adopted 2020 budget to address impacts we have experienced in our General Fund revenues, including revenue sources such as our Administrative Fees from our Enterprise Fund operations and building permits. At the July 6th Council meeting, we did reduce our General Fund expenditures by \$750,000 to meet our projected reduction in revenues. This included:

- Reduction in CIP Program Expenditures by \$275,000 (mainly Park improvements)
- Reduction in planned position and Staffing Plan implementation by \$380,000
- Reduction in Special Events Expenditures by \$25,000 in Park and Recreation
- Reduction in a multitude of other expenditures throughout all General Fund departments including things such as travel/continuing education/conferences

As we have discussed over the past two work sessions, with the limited growth we have seen in market values for taxes payable 2021, being able to accomplish all of our budgeting objectives in 2021 will be very challenging, and will require the Council to prioritize the objectives that are most important to try to accomplish in the 2021 budget. This Staff report will lay out the

economic environment in which these decisions will have to be made, and the different budgeting options the Council have discussed over the past several weeks.

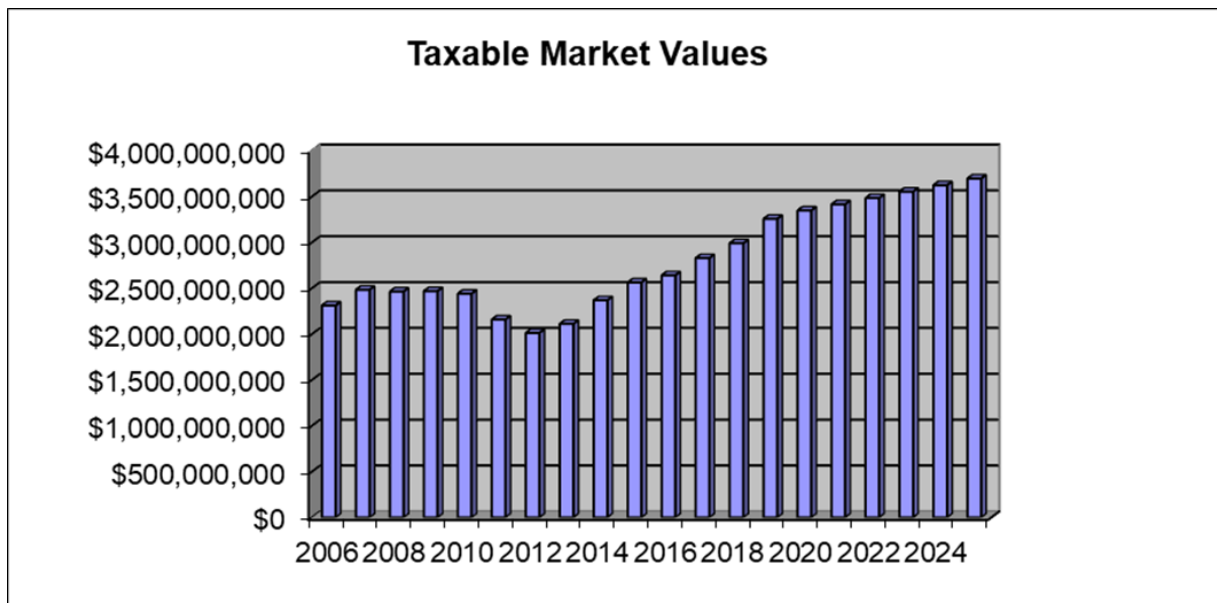
Market Values

As you will see in the chart below, the City of Chaska will see a 2.80% increase in market values for taxes payable 2021, which is expected to result in a 3.01% increase in tax capacity for 2021.

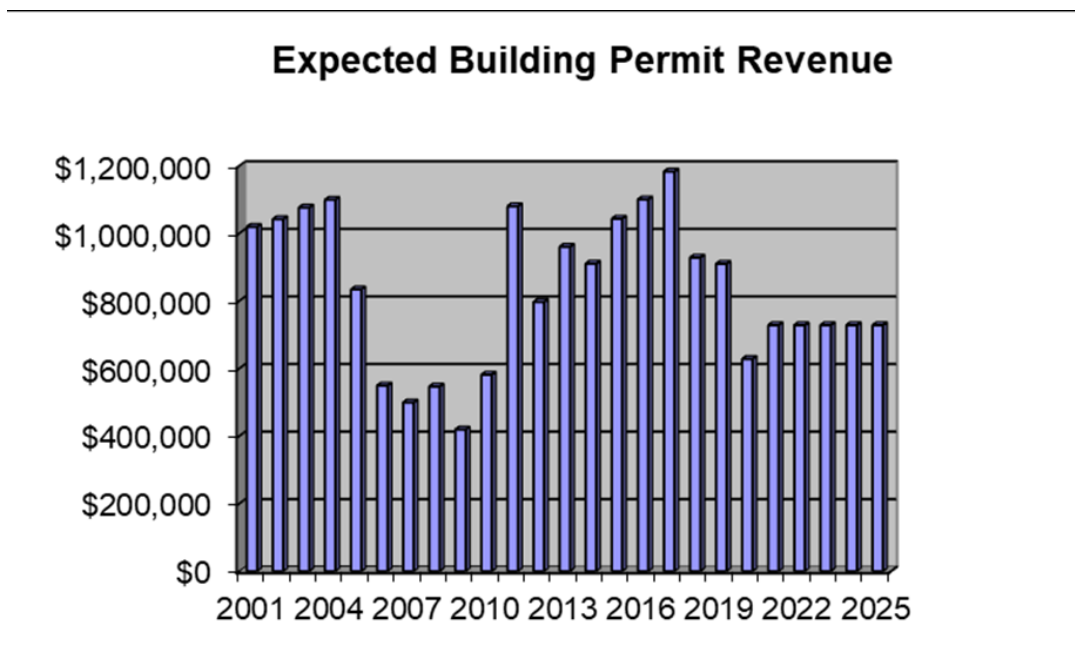
City of Chaska 2020 Assessment Summary					
	Residential	Commercial/Industrial	Apartment	Ag	Total
2020 EMV	\$2,501,694,500	\$525,663,000	\$227,442,100	\$93,168,900	\$3,347,968,500
2019 EMV	\$2,447,015,300	\$507,799,800	\$208,750,700	\$93,112,400	\$3,256,678,200
Total Value Change	\$54,679,200	\$17,863,200	\$18,691,400	\$56,500	\$91,290,300
New Construction	\$42,932,600	\$7,061,300	\$10,400,000	\$0	\$60,393,900
Market Change	\$11,746,600	\$10,801,900	\$8,291,400	\$56,500	\$30,896,400
% New Construction	1.72%	1.34%	4.57%	0.00%	1.80%
% Market Change	0.48%	2.13%	3.97%	0.06%	0.95%
2019 Total % Increase	2.23%	3.52%	8.95%	0.06%	2.80%

This market value increase is significantly less than what we have seen over the past few years, with the market value increase in 2019 alone being 9.14%. As you will see in the chart above, 1.80% of the market value increase represented new construction growth, with approximately 1% being growth in existing properties. Apartments saw the greatest impact in values at 8.95% overall, with about half coming from new construction and half from the market value growth occurring in existing apartment buildings. This market value growth is consistent with the continued low vacancies we have seen in apartment buildings throughout the City. This limited market value growth for 2021 does impact the amount of new revenue we are able to generate for next year without impacting our tax rate.

Below is chart illustrating the past 15-year history of market values in the community and a projection of what we expect for the next few years:

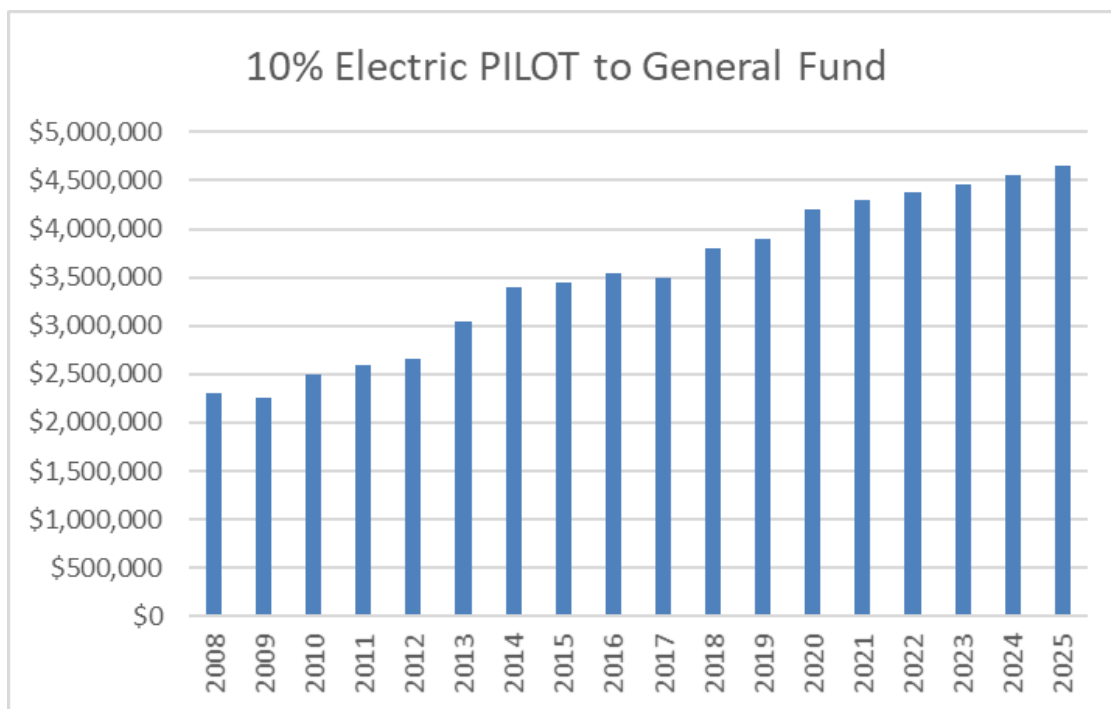


Another area of fluctuation we have seen over the past several years is in Building Permit revenue, making this a very difficult number to budget. With the exception of the Great Recession years of 2007-2010 where we saw a large dip in the amount of revenue we generated through Building Permits, most years between 2001-2019 saw building permit revenues of over \$800,000, with many of these years being well over \$1 million. In 2020, we adjusted the budget to bring revenues down to just over \$600,000, and are planning on keeping this figure budgeted conservatively over the next several years as we expect that we could see some slowdown in market activity with the Pandemic continuing into 2021. This has a major impact on our anticipated revenue generation for 2021 and is another challenge we are having to consider as we establish the 2021 budget. Below is a chart illustrating the building permit activity we expect to see:



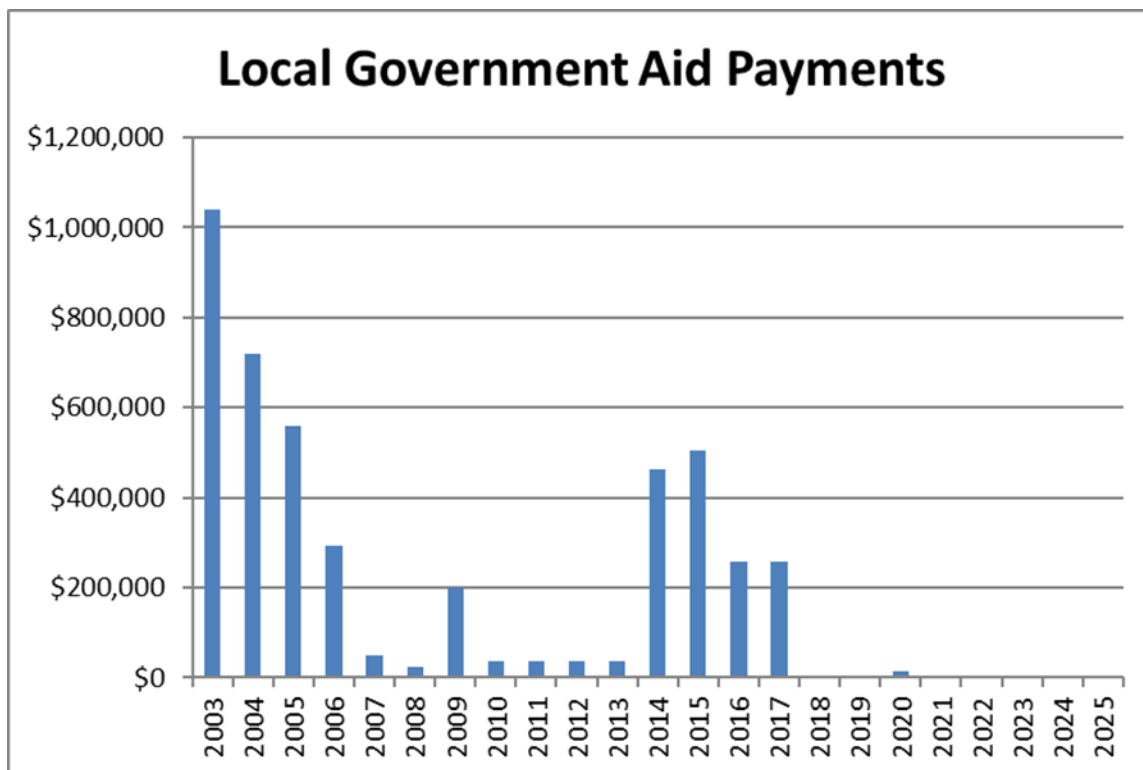
While we have seen a stagnation of both Market Value increases in the community and a reduction in building permit activity associated with the Pandemic, one area that Staff has continued to see continued positive growth is in our electric revenue coming into the General Fund. We have seen this with the opening of several data centers in the community, as well as additions onto existing industrial buildings in the community we continue to see. We have also started to see an impact from the increase in residential usage in the community. Currently the City takes 10% of its revenue from the Electric Fund as transfer that helps support General Fund activities. This has been structured to be a Payment in Lieu of Taxes (PILOT) Fee to the General Fund to support the Electric Fund's use of general city assets such as right of way for providing service in the community.

We are seeing this transfer continue to grow, as it is based on 10% of our overall sales within the Electric Department. It should be noted that while this is a 10% fee to the Electric Fund, our rates are still very competitive with our main competitors such as Xcel and MN Valley Electric Cooperative. In our comparison for this year, Chaska Electric was approximately 9% lower than Xcel for our residential rates with us being very similar to MN Valley. This compares with us being 7% lower in 2019, which means that the value to our residents has continued to improve. The growth in this transfer does help to mitigate some of the reductions we are seeing in other revenue sources.



One area that we continue to see a drastic change, and what we expect to be a permanent, is in our Local Government Aid allocation from the State. As I have discussed with the Council this year, in the early part of last decade, our LGA allocation was as high as \$1,000,000 annually, with it dropping to nearly \$0 in 2007. This changed in 2014 when the State changed their formula for LGA allocation, and we once again saw approximately \$500,000 of LGA

payments each year. In 2016, we saw this number drop to just over \$250,000 because of the reincorporation of value from our decertified TIF District #4, where it was in 2017 as well. In 2018, this number went to just over \$1,000, creating a significant hole in our budget. To address this, the Council in 2018 did increase the tax levy to recapture half of that lost aid (\$128,035), because of the significant impact it would have had to our service levels. In 2020, the amount of LGA went to just over \$14,000, and for 2021 is now officially certified as \$0 of LGA in our budget. We expect it to stay this way moving forward. It should be noted that when we saw the large drop of approximately \$1 million between 2003-2007, we did not levy to replace any of this lost aid. While we did see increasing market values during this same period, which did help mitigate some of this loss in LGA, this permanent loss in aid was never fully recouped through other revenue sources, which has continued to make this an issue that has affected us in our annual budgeting process ever since.



Discussion Items for 2021 Budget

Over the course of our budget process this Fall, Council has discussed priorities from previous years and priorities new to this year. Council also discussed approaches to address these needs considering the revenue challenges we expect in 2021.

Priorities from Previous Years Include:

1. Continued utilization of our tax levy policy
2. Annual projects to be funded through our Capital Improvement Program and the impact of revenue reduction on being able to fully implement the CIP in 2021
3. Continued implementation of our Staffing Study and the impacts of economy on the timing of implementation

Recall, in the 2020 budget year, we moved to implement the first of a four-year plan to address the Staffing Study's identified needs.

In addition to these items, two new items have emerged to consider in the 2021 budget year:

4. Needs identified in our recent Community Conversations on Policing review
5. Needs identified in our most recent bond rating reviews regarding our General Fund Reserve policy

I will spend some time discussing each of these separately.

1. Establishing tax levy based on policy:

For three decades, the City of Chaska had a policy in place for the establishment of the annual tax levy for the City. This policy stated that the City's objective was to have a constant tax rate, and that the levy would increase annually based on the increase in tax capacity in the community over the past year. For instance, if the tax capacity (which is based on market values) increased by 5% in any given year, the levy would also increase by 5%, which would keep our tax rate the same. Theoretically, if a resident's property value stayed the same from one year to the next, the taxes on their property would not increase. They would only increase if there was an increase in value.

In 2015, the Council officially changed that policy to have our levy increase reflect the actual items that have a direct impact on the cost of services we provide: new growth, inflation and the addition of any new programs to our budget.

Based on that policy, for 2021, the percentage of new growth in the community is approximately 1.85%, with 1.68% growth occurring in inflation. This would say that our operational levy should increase by 3.53% to accommodate these increases in service costs. The only other increase would come from any additional services/new items being introduced to the Budget for the upcoming year.

In a normal year, we would expect that this increase would be able to cover our base level programs, such as our CIP, and that we would only need to increase beyond this amount if we were trying to implement a new program, such as our Staffing Study recommendations. However, as we will see in the next section, with significant impacts in our revenue stream because of challenges with the economy, we are not able to fully fund our base level services, such as our CIP with this base levy increase.

2. Continued implementation of our Full CIP

Since 2012, we have discussed the importance of reinvesting back into the assets we have in the community if we are going to keep them in good condition. In the Decision Resources Survey results the Council had presented last year, it showed that 68% of our residents favored increasing taxes if it meant that we could help maintain the assets and services we have already invested into.

In doing a study of our existing assets back in 2013, it was determined that in our General Government Services we were approximately \$1 million short annually in being able to properly fund the replacement of our assets such as parks, road, trails, etc... To address this, the

Council decided that year to implement a program over a 4-year period, increasing revenues to the CIP program by \$250,000 each year until fully implemented. In 2017, we finished this 4-year ramp up of revenue, which has since allowed us to fund \$1 million annually towards our CIP activities.

As mentioned previously, with the impact of the COVID 19 Pandemic on our budgeted revenues, we did have to cut back on our CIP mid-year in 2020 to reduce it by \$275,000. This came mainly through deferring planned park playground equipment replacement until a future year. As we look at the 2021 budget, and the reduction in revenues we expect, we will be short by \$300,000 in being able to fully fund our CIP program. If we were not to fund this \$300,000, Staff would still recommend completing our Pavement Management Plan (Sealcoating and Overlays) along with our Trail Overlay program. What would get pushed again would be playground rehab in our Cortina Woods neighborhood park, which is nearly 30 years old, is failing and does not meet ADA standards. While the Council could decide not to fund this, the impact will be for the City to continue to fall behind on our asset maintenance activities, which over time can have a significant cumulative effect. If the Council were to levy an additional \$300,000 to address this gap in our CIP program, the following would be the activities residents should expect to see in 2021:

2021:

Street Sealcoat/Overlay: \$475,000

Trail Upgrade/Overlay: \$60,000

New Pedestrian Bridge on Main Trail to replace failing culverts: 60,000

*Sports Court Resurfacing at Chaska Town Course: \$30,000

Fire Station Entry Sidewalk Replacement/Address ADA Issues: \$50,000

MSB Annual Door/Hoist/General: \$45,000

*Cortina Woods Park Rehab: \$135,000

*Clover Hockey Rink Rehab: \$70,000

*Lion's Park Shelter: \$75,000 (partner project with the Chaska Lions)

*Indicate projects that the added \$300,000 levy would support

As you can see from the lists above, the CIP program is really getting to properly taking care of the assets we have already invested into. They are all critical to make sure that we do not spend more money in the future replacing things that could have been preserved if properly maintained. Also, maintaining park equipment is critical to user safety.

As we discussed during the establishment of the Preliminary Maximum Levy back in September, the Council all concurred that this was a priority and that while it would require an addition of \$300,000 to the levy, that we needed to move forward with the full program so as not to get any further behind. The amount that was certified in the Preliminary Tax Levy does include this and has been built into our recommended General Fund Budget you are seeing here today.

3. Staffing Study Implementation

As Council is aware, one of the new programs that was added in 2020 was the implementation of filling the identified gap in our Staffing levels over a 4-year period. As a result of our Council/Department Head retreat in 2017, and identifying that there was a feeling that our staffing resource levels were not adequate to sustain our current service levels/expectations

going into the future, the City did hire Baker Tilly (the City's financial advisor) to complete a Staffing Study on our organization. The object of the study was to look at two things:

- Identify any gap we have in our current staffing resource levels
- Identify what we will have to plan for over the next 20 years as we move to full development

The results of this staffing study found that we were 15.8 employees short in our entire organization to be able to be staffed properly to provide our current service levels. The study also identified that after this gap is filled, we would need to plan for an additional 57.2 employees over the next 20 years to be staffed at the appropriate levels to continue to provide our current service levels in a sustainable way. While this future number is large, it is important to realize that we will grow by almost 10,000 additional residents as well as businesses over the next 20 years. Also, when you break this down into annual growth, it equates to about 2.86 additional employees each year, which is less than the 3.86 additional employees we have added over the past 20 years.

The greatest and most immediate concern identified from the results of this staffing study is the current gap we have in employees to be able to properly provide the service levels we currently provide to our residents and businesses. While the gap analysis found that our largest gap exists in building maintenance, where we had no employees solely dedicated to this task, there were other gaps identified throughout the organization. Specifically, the analysis found a shortfall in the following areas:

- Administration: 1 dedicated Economic Development Coordinator and 1 additional HR Generalist
- Administrative Services: 1 additional Network/Database Support Person
- Community Development: 1 Additional Planner
- Engineering: Assistant City Engineer
- Public Works: 6 Dedicated Building Maintenance Personnel (1 Foreman, 1 lead and 4 maintenance workers), 1 Storm Water Maintenance Worker, 1 Street Maintenance Worker and 1 Park Maintenance Worker
- Water/Sewer: 2 Additional Water/Sewer Maintenance Workers

As Council may remember, as a part of our budget discussions in 2020, it was decided to start addressing this gap by developing a 4-year plan to both fill these positions and allocate resources towards building maintenance activities. We identified a \$1.5 million gap in being able to meet these staffing needs, plus an additional \$500,000 to help meet our underfunded building maintenance needs. To fill this gap required an increase of \$375,000 to our tax levy each of the next 4-years, with \$125,000 coming from our Enterprise Funds to help support these activities. With approval of this plan in the 2020 budget, we did focus on first filling our building maintenance needs, which included hiring of 3 of the 6 identified Building Maintenance positions, with us then focusing on filling our HR Generalist position. Because of revenue shortfalls identified mid-year, we did have to put a hold on hiring the HR Generalist position but were able to fill our 3 Building Maintenance positions along with putting our first \$125,000 towards building maintenance activities.

As we discussed back in September as we established our Preliminary Maximum Tax Levy, if the Council were to move forward with implementation of the 2nd year of this plan, it would require an additional \$375,000 levy to meet our Staffing needs, and would require an additional \$125,000 coming from our Enterprise funds to help support the overall program as our Staffing Study is a new program. With the current economic conditions, the Council did re-affirm its commitment to the overall program during our September discussions, but did indicate that we should delay the implementation of the remainder of the program by 1 year, waiting until 2022 to move forward. For that reason, this dollar amount was not included in the Preliminary Levy in September, and therefore will have to wait until 2022 to officially resume.

4. Needs identified in our recent Community Conversations on Policing review

As mentioned previously, one of the emerging issues that has developed this year in Chaska, as well as in many communities, is reviewing our community's Policing functions with residents. As Council is aware, the Police Department started in June on this review by holding Community Conversations and has continued this effort by sending survey communication to each of our residents in the community. The goal of this review is to identify any issues or deficiencies in our current policing activities, and to develop a plan for how to address these as we move into the future. We received a lot of good feedback from the public in this review that helps support the efforts we are recommending moving forward with in this budget year.

Some of the trends that we saw with feedback through this process is that our community generally has strong support of our Police Department, but wants to see us improve in areas such as Accountability and Transparency of policies and procedures, building relationships within the community (especially with our growing new populations within the community), being properly trained on crisis intervention and de-escalation strategies, using available tools to proactively identify information essential to properly responding to a call (i.e. Vitals Application) and addressing growing crime trends in our community-such as our growing issues with narcotics use in the community.

To address each of these issues will require investing into areas that we currently do not have resources invested, with immediate recommended strategies Staff has identified including:

- Hiring of additional Patrol Sergeant position. We currently only have 55% of our shifts covered. The Supervisor providing direct-line supervision is critical to providing the necessary support to our Patrol Officers in the field. The addition of this position would allow us to cover 70% of our shifts, which gets us much closer to a desired future outcome of a Sergeant for every shift we cover. Creating this position would create more opportunities to provide training and support to our officers, helping address issues early, help improve customer service objectives, and improving accountability for each of our officers (\$50,000 with a July 1st hire)
- Provide 40 hours of Crisis Intervention Training for all sworn officers, reinstitute use of VITALS App and Rejoin the West Metro Drug Task Force to be able to utilize their resources to help address our growing Narcotics issue in the community (\$50,000)

While these do require adding additional resources to our budget, our Decision Resources survey has identified that addressing Public Safety issues in the community is one of the top priorities of our residents.

As the Council is aware, this is one of the areas of our discussions back in September that was included in our Preliminary Tax Levy so it is one that we can move forward with at our meeting on Monday.

5. Address General Fund Reserve Balance/Policy

An emerging issue identified this year by our Bonding Rating Agency (S&P Global Ratings) is the need to build up our General Fund Reserve Balances to higher levels. With Chaska having a diversity of revenue sources other than taxes, our rating agencies have not in the past required us to hold as much in General Fund reserves as other cities because we have had other revenue sources (i.e. Electric) that have been able to support our operations and debt issuance. While we continue to have a strong overall financial position, in our rating calls this year (done prior to selling debt) our rating agency did indicate that while they were keeping our rating consistent with what it has been since 2006 (AA), we could be in risk of seeing a downgrade in the future if we did not develop a policy and strategy to address our General Fund reserve independently and to raise the levels of our reserves to levels more consistent with what other cities might see.

With a downgrade in rating making debt more expensive to sell, keeping our current rating or increasing it in the future is to our benefit to help make our dollars stretch further in projects that we need to complete. In general, going down one notch in rating could increase the interest costs on financing by an estimated 8 basis points, with it increasing by an estimated 17.5 basis points if we went down by two notches. 2008 was the last time we saw a change in our bond rating, with it going up two notches from an A+ to an AA rating. Our municipal advisor estimated that with the amount of debt we will likely issue over the next 5-years, going down one notch could end up costing us approximately \$850,000 more over the life of the debt, with a two-notch downgrade costing \$1.8 Million more over the life of this debt.

This is clearly an important one for the City of Chaska to be able to demonstrate we are making headway on this over this next budget year. Staff recommends we budget an additional \$300,000 this year to go specifically to budget reserves. Of this, \$100,000 would need to be additional tax levy, with an additional \$200,000 coming from our enterprise funds. This is a practice that we will need to continue over the next several years and will also need to include developing a Fund Balance Policy to address how we deal with either surpluses or shortfalls in annual revenue.

As the Council is aware, this was a component of the budget that the entire Council indicated was important to address and felt we needed to move forward with this in the 2021 budget. This was included in the Preliminary Tax Levy established in September and would be able to be enacted as part of the final levy determination on Monday.

Prioritization in 2021 Budget

As was discussed at the meeting in September where the Council established our Preliminary Maximum Tax Levy, a final decision will have to be made about what if any of these emerging issues will be addressed during the 2021 budget process. As mentioned previously, if the Council were to just utilize our existing tax levy policy and do nothing else, we would see a 3.53% increase in our Tax Levy. If we were to do this, we would be able to fund everything we currently have in our General Fund budget except for approximately \$300,000 of our \$1 million

CIP program. If we did that, the following would be the impact on a Median Value Home in the community:

Median House Value in 2020: \$281,000

Median House Value in 2021: \$285,000

Actual City Taxes on Example Home:

2020 Taxes on Example Home: \$808

2021 Taxes on Example Home: \$829

\$21 Annual Increase in Taxes (\$1.75 per month)

In our September budget meeting, the Council did identify how they viewed the prioritization of addressing the identified emerging issues, before discussing which if any they felt were important to address in the 2021 budget. Below is a list of the emerging issues in the priority the Council saw in addressing them this year and what the total tax impact would be if you added it to the base levy shown above:

1. Fully funding the Capital Improvement Program (would require additional \$300,000 levy)
 - \$3.83 per month impact for Median Value Home
2. Budgeting to address Budget Reserve Issue (would require additional \$100,000 levy)
 - \$4.58 per month impact for Median Value Home
3. Budgeting to address identified Policing Needs (would require additional \$100,000 levy)
 - \$5.33 per month impact for Median Value Home
4. Budgeting the 2nd year of Staffing Study implementation (would require additional \$375,000 levy)
 - \$8.08 per month impact for Median Value Home

In reviewing the options above at our Truth in Taxation Public Hearing on December 7th, in addition to implementing our base tax levy option (based on our base tax levy policy), the Council expressed that they felt it was very important to address priorities #1, #2 and #3 above. With the CIP program, the Council discussed the importance of keeping up with this program, and how getting behind in improvements to our current assets could end up reducing the life of our assets and costing residents of the City more in the long run. They also addressed the Budget Reserve Issue identifying that as a high priority, as not addressing changes in our policy and reserve levels would also have the impact of costing residents more in the long-run to get needed projects completed if our bond rating were to get downgraded. Given the importance of this to future costs, and properly maintaining our assets, it was strongly felt that these two items need to be addressed. In addition to this, the Council felt Priority #3 was important, as investing in public safety issues has been identified as a high priority by our residents in previous community surveys, and investing in addressing identified deficiencies in our Policing service is important to consider as an outcome of our recent Community Conversations.

Regarding Priority #4, the Council felt that this particular item is one that needs to be put on hold for at least 2021 because of current economic conditions. While the Council indicated that

they remain committed to addressing the identified issues in our Staffing analysis in the future, they felt that this was not the prudent time to do this given the current uncertainties in the economy. To that end, this item was not included in our Preliminary Tax Levy, and therefore is not an option for the 2021 budget.

Proposed Tax Levy for 2021

To address Priorities 1, 2 and 3 above, the tax levy would need to be established at \$11,413,137, which is what we established as the Maximum Tax Levy back in our September meeting. This would be the tax levy for not only our General Fund, but also our EDA, Mt. Pleasant Cemetery, and our current Tax Abatement Agreements. Again, based on the Median Value Home in Chaska, the following would be the tax impact on this example home:

Impact on the Median Valued Home in Chaska:

- Median Value of Home in 2020: \$281,000
- Median Value Home in 2021: \$285,000

Actual Annual Taxes Paid on Example Home

- 2020 Median Value Home City taxes: \$808
- 2021 Median Value Home City taxes: \$872
- \$64 annual increase (\$5.33 per month)

If the Council were to move in this direction and move forward with our base budget, along with addressing in full Priorities 1,2 and 3 above, the following would be the recommended Revenue and Expenditure budgets for our 2021 General Fund Budget:

General Fund Revenues					
	2019 Actual	2020 Budget	2021 Budget	Increase	%Increase
Property Tax	\$5,700,506	\$6,926,682	\$7,732,413	\$805,731	11.6%
Elec/GasFranchise Fees	4,396,400	4,458,000	4,684,200	\$226,200	5.1%
Other Franchise Fees	340,471	330,980	330,500	(\$480)	-0.1%
License and Permits	1,348,495	711,803	817,885	\$106,082	14.9%
Other Revenues	2,038,668	2,702,220	2,642,308	(\$59,912)	-2.2%
Admin Charges to Funds	3,115,077	3,673,078	3,900,370	\$227,292	6.2%
Total Revenue	<u>\$16,939,617</u>	<u>\$18,802,763</u>	<u>\$20,107,676</u>	<u>\$1,304,913</u>	<u>6.9%</u>

Department	2019 Actual	2020 Budget	2021 Budget	Increase	%Increase
Council	\$166,212	\$132,407	\$145,078	\$12,671	9.57%
Communication	\$92,698	\$99,747	\$112,115	\$12,368	12.40%
Administration	\$1,007,887	\$840,367	\$866,591	\$26,224	3.12%
Human Resources	\$0	\$268,201	\$286,290	\$18,089	6.74%
Elections	\$10,063	\$42,583	\$5,402	-\$37,181	-87.31%
Admin Serv-Finance	\$1,679,051	\$1,691,826	\$1,666,915	-\$24,911	-1.47%
Admin Serv-IS	\$1,164,825	\$1,287,435	\$1,291,865	\$4,430	0.34%
Legal	\$117,798	\$80,000	\$80,400	\$400	0.50%
Community Dev.	\$934,980	\$1,040,727	\$991,220	-\$49,507	-4.76%
Engineering	\$416,046	\$393,319	\$480,685	\$87,366	22.21%
City Hall Bldg	\$218,583	\$229,735	\$239,710	\$9,975	4.34%
Building Maint Div	\$0	\$261,142	\$476,253	\$215,111	82.37%
Police	\$4,537,848	\$4,660,754	\$5,131,256	\$470,502	10.09%
Fire	\$1,916,724	\$2,306,143	\$2,123,571	-\$182,572	-7.92%
Civil Defense	\$4,880	\$5,728	\$5,756	\$28	0.49%
Public Works Admin	\$346,527	\$364,719	\$417,742	\$53,023	14.54%
Streets	\$1,582,319	\$1,895,298	\$1,880,342	-\$14,956	-0.79%
Snow Removal	\$324,127	\$248,302	\$247,430	-\$872	-0.35%
MSB Building	\$242,724	\$232,202	\$235,081	\$2,879	1.24%
Park Maintenance	\$1,164,298	\$1,132,760	\$1,218,315	\$85,555	7.55%
ISD 112 Maint	\$30,743	\$36,183	\$37,205	\$1,022	2.82%
Tree Control	\$27,564	\$37,597	\$40,720	\$3,123	8.31%
Parks Admin	\$511,710	\$549,578	\$541,424	-\$8,154	-1.48%
Parks Youth	\$161,916	\$164,406	\$182,178	\$17,772	10.81%
Parks Adult	\$99,296	\$73,716	\$97,619	\$23,903	32.43%
Firemen's Park	\$168,162	\$17,034	\$121,664	\$104,630	614.24%
Parks Skating Rink	\$9,406	\$11,713	\$11,670	-\$43	-0.37%
Unallocated	-\$1,510,782	\$699,141	\$1,173,179	\$474,038	67.80%
Total	\$ 15,425,605	\$18,802,763	\$20,107,676	\$ 1,304,913	6.94%

Below is a summary of the main assumptions that were used in putting together this budget plan:

- *Utilize budgeting objectives developed*
- *Increase in the tax levy by 3.53% due to new growth and inflation, with an additional \$300,000 (3%) levied to fully fund our CIP Program in 2021, \$100,000 (1%) to support efforts to increase our General Fund Reserves, and \$100,000 (1%) to address funding the finding of our Community Policing Study*
- *Delay implementation of the second year of our Staffing Gap Study until 2022*
- *Operational costs up 1% in 2021*
- *Personnel salaries up 1.5%, with employer benefit contribution seeing 0% increase in 2021.*
- *Assume continuation of our Street Reconstruction Program, with the 2021 project targeted to be Walnut Street from 4th Street to Highway 61, and the one block of 5th Street between Highway 41 and Walnut Street (this will be in preparation for the 2022 reconstruction of Highways 41 and 61)*

- *Replace the 6th Street bridge in Downtown Chaska utilizing bond funds received from the State of Minnesota in the Bonding Bill*
- *Continue contract with City of Carver for shared recreational services, bringing in additional \$66,611 to support our recreational services (this is up from the \$51,000 we used to generate with us now being able to look at actual usage of the contract by Carver residents.*
- *Continue with \$12,000 expense in 2020 for "Scholarships" to support large community activities utilizing our new banquet facility (\$1,000 per month)*
- *Fully fund the Equipment Replacement Schedule for 2021 (most of this occurred through the sale of Equipment Certificates in 2020)*
- *Assume we are building up our General Fund reserves*
- *All other items in budget to remain unchanged*

Comparison to Other Communities

Assuming the tax levy based on the recommended assumptions above (base levy, plus addressing priorities #1 #2 and #3), it is important to point out that Chaska will remain very competitive as it relates to our City taxes compared to the other municipalities in the Twin Cities. The Chart below shows that if we assume the proposed increase in our General Fund, and at the same time assuming that each of the other cities see no increase in taxes, we will be the 79th lowest out of 86 Metro Area Cities. We would be in the ten lowest tax levies per capita in the Twin Cities, a ranking we have had for several years.

Ranking	City	Taxes	Population	Tax Levy Per Capita
1	Golden Valley	\$25,073,034.00	22,715	\$1,103.81
2	Wayzata	\$5,021,890.00	4,672	\$1,074.89
3	Oak Park Heights	\$5,263,194.00	4,897	\$1,074.78
4	Hopkins	\$17,529,684.00	19,555	\$896.43
5	St. Anthony Village	\$7,424,394.00	8,335	\$890.75
6	Mendota Heights	\$10,048,724.00	11,747	\$855.43
7	Minneapolis	\$372,009,000.00	435,855	\$853.52
8	Dayton	\$5,260,308.00	6,302	\$834.70
9	Columbus	\$3,326,286.00	4,067	\$817.87
10	West St. Paul	\$16,801,114.00	21,205	\$792.32
74	Chanhassen	\$11,741,368.00	26,278	\$446.81

77	Mounds View	\$5,678,877.00	13,513	\$420.25
78	Arden Hills	\$4,135,340.00	10,008	\$413.20
79	Chaska	\$11,412,137.00	27,692	\$412.11
80	St. Paul Park	\$2,290,346.00	5,611	\$408.19
81	Falcon Heights	\$2,137,524.00	5,446	\$392.49
82	Anoka	\$7,303,005.00	18,728	\$389.95
83	Vadnais Heights	\$4,894,180.00	13,338	\$366.94
84	North Oaks	\$1,860,000.00	5,320	\$349.62
85	Lauderdale	\$845,614.00	2,442	\$346.28
86	White Bear Lake	\$6,908,000.00	25,752	\$268.25

Chaska would also remain the lowest tax levy per capita in Carver County.

Staff is recommending that we adopt the tax levy described above along with the General Fund Budget for 2021.

Enterprise Fund Budgets

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

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

Included in the attached Annual Budget Message are all the 2021 proposed Enterprise Fund Budgets, which goes through a summary for each of our Enterprise Funds, and recommendations on any changes that are being recommended for fees/rates within each of these enterprise funds. It should be noted that there will be no operational budget set for the Par 30/The Loop for 2021 as it is being reconstructed and will not be open for operation until the summer of 2022.

CCC

As it relates to the Chaska Community Center, the major issue that was discussed for 2021 is the continued impact of the COVID 19 pandemic, and the impact it will have on our budget as we move into this next year.

During the course of the past 9-months, the Chaska Community Center has been required to be closed for 4.5 months of that entire time, with us needing to suspend collecting revenue on our existing memberships during this time period that we were closed to not charge our members for a time period they saw no benefit. We are accomplishing that by extending our CCC memberships by an additional 4.5 months at no cost to make up for the time we were closed. At the same time, we have lost over 40% of our memberships during this time period due to patrons not feeling comfortable coming to a work out facility during the pandemic, and also

because we have not been able to provide groups programs or fitness activities. Both of these will create issues we need to address in the 2021 budget. We are able to have some impact on the budget by reducing the number of part-time staff we have work during this pandemic period, and by having the full time Park and Recreation employees take on much of the day-to-day operations with the facility. We have been also able to cut back on some of our program costs as we will likely not be able to accommodate many programmed activities in the facility due to COVID restrictions.

Even with cutting back, there is only so much we can cut back before we are not able to provide the service levels that our members/patrons expect to be able to purchase a membership, so we do expect that we see a loss in 2021 of just under \$1 million.

With there being some hope of being able to receive some federal assistance for this lost revenue (we were not allowed to use original CARES dollars for revenue loss), we are trying to keep our options open to be able to receive such assistance. For that reason, we are suggesting that the Council establish the budget for 2021 as if it is a normal year so that we can easily quantify the impacts of COVID on our budget based on what we actually see occur. To that end, we are recommending the Council adopt the following revenue and expense budgets for 2021. If we find going throughout the year that we are not able to receive any assistance to offset this loss, we will come back at a later time to have the Council adopt an amended budget to reflect what we are actually experiencing through this budget year and suggestions for how to fill any gap, which will likely be from our Self Insurance Fund. Below are the budgets we are recommending for approval at tonight's meeting:

	<i>Actual</i>	<i>Budget</i>	<i>Planned</i>	<i>Regular</i>	<i>Planned vs</i>	<i>%</i>
REVENUES	2019	2020	2021	2021	2019	Change
<i>Member and Admis</i>	\$1,569,760	\$840,740	\$1,126,539	\$1,877,543	(\$443,221)	-28%
<i>Community Events</i>	\$2,370	\$3,000	\$1,500	\$3,000	(\$870)	-37%
<i>Community Room</i>	\$62,452	\$20,000	\$25,000	\$40,000	(\$37,452)	-60%
<i>Craft Rooms</i>	\$32,944	\$14,000	\$17,000	\$30,000	(\$15,944)	-48%
<i>Wellness-Water</i>	\$370	\$500	\$0	\$0	(\$370)	-100%
<i>Wellness-Studio</i>	\$108,756	\$60,000	\$75,000	\$120,000	(\$33,756)	-31%
<i>Rainbow Room</i>	\$4,583	\$577	\$0	\$0	(\$4,583)	-100%
<i>Wellness Programs</i>	\$44,674	\$35,700	\$26,000	\$54,000	(\$18,674)	-42%
<i>Gym</i>	\$37,588	\$26,676	\$25,000	\$50,000	(\$12,588)	-33%
<i>Gym-Batting Cage</i>	\$1,862	\$966	\$1,476	\$1,476	(\$386)	-21%
<i>Gym-Gymnastics</i>	\$22,209	\$12,000	\$11,529	\$22,000	(\$10,680)	-48%
<i>Ice Arena</i>	\$731,717	\$544,695	\$680,198	\$784,948	(\$51,519)	-7%
<i>Maintenance</i>	\$39,586	\$16,380	\$10,000	\$25,000	(\$29,586)	-75%
<i>Wellness-PT</i>	\$27,134	\$15,000	\$15,000	\$35,000	(\$12,134)	-45%
<i>Play Castle/Daycare</i>	\$13,194	\$5,000	\$0	\$0	(\$13,194)	-100%
<i>Treks and Trails</i>	\$84,080	\$60,000	\$64,260	\$90,000	(\$19,820)	-24%
<i>Club Extreme</i>	\$99,987	\$0	\$75,000	\$110,000	(\$24,987)	-25%
<i>Raquetball</i>	\$9,892	\$5,000	\$0	\$0	(\$9,892)	-100%
<i>Swimming Pool</i>	\$10,078	\$8,310	\$10,876	\$16,876	\$798	8%
<i>Swim Lessons</i>	\$100,162	\$75,000	\$75,000	\$100,000	(\$25,162)	-25%
<i>Theater</i>	\$103,556	\$40,500	\$96,000	\$104,650	(\$7,556)	-7%
<i>The Lodge</i>	\$62,384	\$21,465	\$31,494	\$61,794	(\$30,890)	-50%
<i>Birthday Parties</i>	\$37,455	\$11,600	\$17,700	\$37,000	(\$19,755)	-53%
<i>Tot Time Preschool</i>	\$5,921	\$4,000	\$3,054	\$6,000	(\$2,867)	-48%
<i>Before/After School</i>	\$8,795	\$0	\$4,000	\$9,000	(\$4,795)	-55%
<i>Vending</i>	\$39,967	\$20,000	\$20,000	\$40,000	(\$19,967)	-50%
<i>Misc.</i>	\$0	\$2,353	\$3,484	\$3,484	\$3,484	
Total Oper Rev	\$3,264,745	\$1,843,462	\$2,415,110	\$3,621,771	(\$849,635)	-26%
Non-operating						
<i>The Lodge Debt</i>	\$181,000	\$181,000	\$181,000	\$181,000	\$0	0%
<i>COVID 19 Grant</i>	\$0	\$50,000	\$0	\$0	\$0	
<i>General Fund CIP</i>	\$0	\$125,000	\$0	\$0	\$0	
<i>Investment Earnings</i>	(\$46,552)	(\$11,400)	(\$11,900)	(\$11,900)	\$34,652	-74%
<i>Electric fund</i>	\$251,000	\$293,000	\$296,000	\$296,000	\$45,000	18%
Total Non oper	\$385,448	\$637,600	\$465,100	\$465,100	\$79,652	21%
TOTAL REV	\$3,650,193	\$2,481,062	\$2,880,210	\$4,086,871	(\$769,983)	-21%

0 EXPENSES	Actual 2019	Budget 2020	Planned 2021	Regular 2021	Planned vs 2019	% Change
<i>Admin</i>	\$ 767,466	\$ 743,909	\$ 654,320	\$ 654,320	\$ (113,146)	-14.74%
<i>Events</i>	\$ 4,938	\$ 5,872	\$ 4,396	\$ 4,396	\$ (542)	-10.98%
<i>Craft Rms</i>	\$ 11,712	\$ 7,266	\$ 6,846	\$ 8,846	\$ (4,866)	-41.55%
<i>Well-Water</i>	\$ 2,761	\$ 3,050	\$ -	\$ -	\$ (2,761)	-100.00%
<i>Well-Studio</i>	\$ 53,652	\$ 42,612	\$ 27,851	\$ 30,851	\$ (25,801)	-48.09%
<i>Front Desk</i>	\$ 146,669	\$ 116,224	\$ 64,585	\$ 101,585	\$ (82,084)	-55.97%
<i>Well- Prog</i>	\$ 34,203	\$ 27,544	\$ 16,794	\$ 18,794	\$ (17,409)	-50.90%
<i>Gym</i>	\$ 29,591	\$ 18,455	\$ 10,861	\$ 16,361	\$ (18,730)	-63.30%
<i>Bat Cages</i>	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Gymnastics</i>	\$ 14,882	\$ 16,259	\$ 7,751	\$ 11,751	\$ (7,131)	-47.92%
<i>Ice Arena</i>	\$ 224,126	\$ 298,712	\$ 263,464	\$ 272,464	\$ 39,338	17.55%
<i>Maintenance</i>	\$1,247,306	\$1,126,514	\$1,295,492	\$1,321,992	\$ 48,186	3.86%
<i>Cycling</i>	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Personal Train</i>	\$ 42,924	\$ 26,726	\$ 16,254	\$ 21,254	\$ (26,670)	-62.13%
<i>Wellness Add</i>	\$ 123,601	\$ 127,947	\$ 126,933	\$ 126,933	\$ 3,332	2.70%
<i>Play/Daycare</i>	\$ 77,217	\$ 42,147	\$ 26,156	\$ 36,156	\$ (51,061)	-66.13%
<i>Treks& Trails</i>	\$ 106,372	\$ 102,183	\$ 80,240	\$ 87,175	\$ (26,132)	-24.57%
<i>Club Extreme</i>	\$ 86,832	\$ 37,022	\$ 61,464	\$ 61,464	\$ (25,368)	-29.22%
<i>Raquetball</i>	\$ 815	\$ 154	\$ -	\$ -	\$ (815)	-100.00%
<i>Swim Pool</i>	\$ 408,335	\$ 497,870	\$ 452,560	\$ 467,000	\$ 44,225	10.83%
<i>Swim Less</i>	\$ 34,539	\$ 26,435	\$ 19,570	\$ 24,750	\$ (14,969)	-43.34%
<i>Theater</i>	\$ 13,519	\$ 1,750	\$ 7,527	\$ 7,527	\$ (5,992)	-44.32%
<i>Lodge</i>	\$ 130,129	\$ 218,771	\$ 155,497	\$ 232,680	\$ 25,368	19.49%
<i>Birth Party</i>	\$ 3,368	\$ 1,711	\$ -	\$ -	\$ (3,368)	-100.00%
<i>Tot Time</i>	\$ 2,707	\$ 1,644	\$ 2,148	\$ 2,898	\$ (559)	-20.65%
<i>Gen Facility</i>	\$ 98,345	\$ 27,000	\$ 62,000	\$ 62,000	\$ (36,345)	-36.96%
<i>Advent Prog</i>	\$ 102,984	\$ 800	\$ 1,774	\$ 1,774	\$ (101,210)	-98.28%
<i>B/A School</i>	\$ 6,001	\$ 3,655	\$ -	\$ -	\$ (6,001)	-100.00%
<i>Vending</i>	\$ 19,663	\$ 6,000	\$ 10,000	\$ 10,000	\$ (9,663)	-49.14%
<i>Depreciation</i>	\$ 748,506	\$ -	\$ -	\$ -	\$ (748,506)	-100.00%
<i>Debt Service</i>	\$ 153,605	\$ 496,780	\$ 504,070	\$ 504,070	\$ 350,465	228.16%
<i>Transfer Out</i>	\$ 2,341	\$ -	\$ -	\$ -	\$ (2,341)	-100.00%
<i>Other</i>	\$ (748,504)	\$ -	\$ -	\$ -	\$ 748,504	-100.00%
Expenses (minus Dep)	\$3,950,605	\$4,025,012	\$3,878,553	\$4,086,871	\$ (72,052)	-1.82%

It should be noted that it would be the "Regular 2021" Budget above we would be recommending for approval. The "Planned 2021" Budget reflects what we would come back with should we find that we need to amend our budget because of receiving no Federal or State Assistance.

Town Course

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

With the resident fees being approximately 37% lower than comparable courses in the Twin Cities, we did have discussions during our last two budget cycles that discounting 50% or more of our patrons at this large of a discount would not be sustainable over the years, especially as we need to reinvest back into this facility that recently turned 20 years old. Just like the Community Center, while we need to work to decrease the percentage of discount to a sustainable level, we are proposing that this would be done over the entire 5-year planning period to help create a smoother transition for our patrons.

During the Winter months of this year, we were able to meet with long-term resident patrons of the course to provide them with information about where we are at in long-term financial planning, and to get their input on how we might be able to approach this issue. The feedback we received was very good, indicating both that they understood the issue that needed to be addressed and supported addressing it, but suggested that we try to do it in a way that has less impact on the most loyal resident players at the Town Course. The result of that study got us to look at how we could structure the increases to have less impact on residents during the week days, as this is when many of our most loyal residents play with things such as Leagues occurring during the week, and keeping any of the larger increases for rates to the weekends when there is a high demand for play and tends to be the times we see more usage from people outside of the community.

Based on that, the chart below looks at the changes we would be recommending to make during this budget process, and how that has us comparing to other courses in the Twin Cities and the immediate area for rates:

Comparisons to High End Courses

Top Public 18 Hole	18 Hole Green Fee		18 Hole Cart Fee	Twilight GF	Twilight Cart Fee	Fall Green Fee	Fall Cart Fee
Edinburgh	WD \$58.00	WE \$58.00	\$19.00	\$30.00	\$14.00	\$42.00	\$14.00
Stoneridge	WD \$59.00	WE \$72.00	\$20.00	\$69.00	\$20.00	\$65.50	\$20.00
The Wilds	WD \$79.00	WE \$79.00	\$18.00	\$46.00	\$18.00	\$60.00	\$18.00
Meadows at Mystic	WD \$110.00	WE \$125.00	Included in price	\$70.00	Included in price	\$70.00	Included in price
Rush Creek	WD \$119.00	WE \$119.00	\$20.00	\$69.00	\$20.00	N/A	N/A
Troy Burne	WD \$65.00	WE \$88.00	\$20.00	\$65.00	\$14.00	\$65.00	\$14.00
Legends	WD \$90.00	WE \$90.00	\$15.00	\$65.00	\$10.00	N/A	N/A
Average	\$82.86	\$90.14	\$18.66	\$59.14	\$16.00	\$60.50	\$16.50
Average (less High/Low)	\$80.60	\$89.60	\$19.25	\$62.80	\$16.50	\$63.50	\$16.00
CTC Non-Resident	\$68.25	\$74.00	\$20.00	\$51.00	\$15.00	\$54.00	\$15.00
CTC Resident	\$42.00	\$49.00	\$20.00	\$38.00	\$15.00	\$38.00	\$15.00
2021 Regular Rate	\$70.00	\$76.00	\$21.00				
2021 Resident Rate	\$43.00	\$53.00	\$21.00				

Comparison to Area Golf Courses

Local 18 Hole	18 Hole Green Fee		18 Hole Cart Fee	Twilight GF	Twilight Cart Fee	Fall Green Fee	Fall Cart Fee
Ridges Sand Creek	WD \$42.50	WE \$47.50	\$16.00	\$30.00	\$9.00	N/A	N/A
Stonebrooke	WD \$70.50	WE \$79.50	Included in price	\$57.50	Included in price	\$61.00	Included in price
Deer Run	WD \$59.00	WE \$59.00	\$17.00	\$40.00	\$10.00	\$40.00	\$10.00
Dahlgreen	WD \$43.00	WE \$46.00	\$19.00	N/A	N/A	\$33.50	\$19.00
Bluff Creek	WD \$40.51	WE \$45.63	\$17.00	\$31.43	\$7.22	\$35.50	\$15.00
Average	\$51.10	\$55.53	\$17.25	\$39.73	\$8.74	\$42.50	\$14.67
Average (less High/Low)	\$48.16	\$50.83	\$17.00	\$35.72	\$9.00	\$38	\$15.00
CTC Resident	\$42.00	\$49.00	\$20.00	\$38.00	\$15.00	\$38.00	\$15.00
2021 Resident Rate	\$43.00	\$53.00	\$21.00				

For 2021, there are no staffing changes recommended, and the equipment replaced will include two mowers, a beverage cart and a replacement Clubcar Carry-all. We also plan to rebuild the

bridge on Hole #5 for \$25,000 as it is in need of replacement, and continue on with our cart-path replacement program at \$12,000 a year, like we have done in the past.

Based on our assumptions, the following charts would represent the revenue and expenditure budgets for the Town Course for 2021:

	Actual	Budget	Budget		
<i>Revenues</i>	2019	2020	2021	Change	% Change
Green fees	\$ 1,299,447	\$ 1,332,000	\$ 1,464,000	\$ 132,000	9.91%
Driving range	\$ 95,931	\$ 100,000	\$ 125,000	\$ 25,000	25.00%
Member fees	\$ 76,474	\$ 75,000	\$ 75,000	\$ -	0.00%
Sale of supplies	\$ 245,865	\$ 314,500	\$ 250,000	\$ (64,500)	-20.51%
Concessions	\$ 44,797	\$ 45,000	\$ 45,000	\$ -	0.00%
Cart rental	\$ 280,956	\$ 292,000	\$ 356,000	\$ 64,000	21.92%
Misc	\$ 62,088	\$ 10,800	\$ 15,700	\$ 4,900	45.37%
Total revenues	\$ 2,105,558	\$ 2,169,300	\$ 2,330,700	\$ 161,400	7.44%

	Actual	Budget	Budget		
	2019	2020	2021	Change	% Change
Course Maintenance	\$901,634	\$1,176,648	\$1,117,301	-\$59,347	-5.04%
Course Admin/Clubhouse	\$954,690	\$906,973	\$868,548	-\$38,425	-4.24%
Merchandise	\$172,005	\$173,417	\$174,284	\$867	0.50%
Debt Service (Carts)	\$21,757	\$108,100	\$152,000	\$43,900	40.61%
Transfers Out/Debt Service	\$0	\$0	\$0	\$0	
Depreciation	\$449,264	\$0	\$0	\$0	
Total Expenses	\$2,506,016	\$2,148,138	\$2,312,133	\$163,995	7.63%

Based on this budget, we would expect to see the Fund Balance increase in 2021.

Utility Funds

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

In our Water, Sewer and Electric Fund we completed a Cost-of-Service Study in 2019 and 2020 to provide us with data both to make sure that we are structuring our rates correctly to accomplish what we want to in each fund, as well as being equitable with the structure of our rates based on usage, and to make sure that we are developing a plan that helps us at least meet our minimum cash balances in each fund to have enough saved to properly take care of our future needs and allow us to be sustainable in our utilities into the future.

Some of the main findings of this Cost-of-Service Study included:

- Adjusting the tiers of our Water Rate categories to recognize that the average residential users are now using 4,000 gallons per month compared to 7,000 gallons when we first set our tiered structure. Our tiered structure should be set up to provide benefit/no

economic disincentive to utilize the water they are using, and that those using more than average are not being subsidized by average users.

- Making sure that our Fixed Service Fees in each of our funds are set to capture the actual fixed costs in our utilities, and not use the rates (which are variable costs based on use) should not be utilized to subsidize our fixed costs
- Make sure that we set our Senior discount in electric to impact only those needing financial assistance based on income instead of providing incentive to those that our discount may not be intending to assist
- Set our rates to encourage desired consumer behaviors to help conserve our finite resources
- Set our rates to be able to accommodate all necessary maintenance and improvement activities in the future, ensuring that we have a proper level of reserves available in each fund to make our system sustainable

It should be noted that the results of this study and any changes we need to see in rate structures would come over a multiple-year period to not have too much impact in any one give year to our rate payers. It should also be noted that in the Storm Water fund, we had already looked at a rate analysis last year, and we would simply be suggesting to continue those recommendations for 2021. Based on that, below is the impact of the proposed changes for 2021 for our average residential users in each of the funds combined:

Average Home	Units					COS 2021
Utility Fund	per Mo.	2020	2021	Increase	Percent Increase	Revenue Target Increase
Electric (kWh)	750	\$ 102.72	\$ 104.96	\$ 2.24	2.18%	2.25%
Water (Gal x1000)	4	14.72	15.20	0.48	3.26%	6.50%
Sewer (Gal x1000))	4	22.56	24.22	1.66	7.36%	5.00%
Storm Water (REF)	1	10.14	10.55	0.41	4.04%	n/a
Total		<u>\$ 150.14</u>	<u>\$ 154.93</u>	<u>\$ 4.79</u>	3.19%	

Although there are different levels of impact in different utilities, the overall impact to the average residential user would be a 3.19% increase, or \$4.79 from 2020-2021.

It should be noted that with all of these changes, Chaska still remains very competitive with our Utility Rates, being 9% lower than Xcel for our electric rates, below the average of similar types of cities for our Storm Water Fees, and right around average for our Water and Sewer Fees.

Below is the revenue and expenditure budgets for each of our Utility Funds:

Water

Water	Actual	Budget	Budget	
	2019	2020	2021	% Change
Revenues				
Metered	\$3,065,863	\$2,969,300	\$3,394,240	14.31%
Other	\$20,000	\$0	\$0	
Transfers In	\$596,000	\$485,000	\$506,000	4.33%
Total	\$3,681,863	\$3,454,300	\$3,900,240	12.91%
Expenses				
Pumping	\$201,675	\$365,137	\$511,970	40.21%
Treatment	\$292,879	\$269,812	\$322,742	19.62%
Distribution	\$892,223	\$869,611	\$901,097	3.62%
Administration	\$792,937	\$902,484	\$968,276	7.29%
Depreciation	\$819,733	\$0	\$0	0.00%
Debt Service	\$382,059	\$989,531	\$1,030,472	4.14%
Transfers Out	\$1,458,905	\$76,000	\$117,000	53.95%
Other	\$1,975	\$0	\$1,900	
Total	\$4,842,386	\$3,472,575	\$3,853,457	10.97%

Sewer

Sewer	Actual	Budget	Budget	
	2019	2020	2021	% Change
Revenues				
Metered Sales	\$4,159,200	\$4,328,252	\$4,701,450	8.62%
Other Revenues	\$104,081	\$0	\$0	0.00%
Total	\$4,263,281	\$4,328,252	\$4,701,450	8.62%
Expenses				
Pumping	\$19,921	\$49,056	\$25,829	-47.35%
Treatment	\$2,433,857	\$2,675,539	\$2,713,317	1.41%
Collection	\$596,081	\$747,487	\$715,047	-4.34%
Administration	\$788,090	\$879,532	\$949,500	7.96%
Transfers Out	\$1,511,157	\$116,000	\$177,000	52.59%
Depreciation	\$124,554	\$0	\$0	0.00%
Debt Service	\$122,087	\$219,036	\$216,113	0.00%
Other	\$860	\$0	\$0	
Total	\$5,596,607	\$4,686,650	\$4,796,806	2.35%

**Electric
Revenues:**

	Actual	Budget	Budget		
	2019	2020	2021	Change	% Change
Electric Sales	\$41,797,536	\$41,960,500	\$40,716,500	-\$1,244,000	-2.96%
Other Revenue	\$309,000	\$0	\$0	\$0	
Total Revenue	\$42,106,536	\$41,960,500	\$40,716,500	-\$1,244,000	-2.96%

Expenditures:

	Actual	Budget	Budget		
	2019	2020	2021	Change	% Change
Purchased Power	\$28,292,977	\$28,300,000	\$25,901,000	-\$2,399,000	-8.48%
Trans/Distribution	\$2,072,045	\$3,043,979	\$3,073,276	\$29,297	0.96%
Load Conservation	\$564,554	\$663,974	\$669,919	\$5,945	0.90%
Admin System	\$2,410,673	\$3,009,145	\$3,350,308	\$341,163	11.34%
Admin Billing	\$708,884	\$557,407	\$598,708	\$41,301	7.41%
Transfer Gen Fund	\$3,927,340	\$3,998,000	\$4,400,000	\$402,000	10.06%
Depreciation	\$1,180,169	\$0	\$0	\$0	0.00%
Debt Service	\$339,106	\$827,214	\$830,814	\$3,600	0.44%
Transfer	\$1,744,000	\$1,786,000	\$1,892,000	\$106,000	5.94%
Other	-\$21,213	\$0	\$0	\$0	0.00%
Total	\$41,218,535	\$42,185,719	\$40,716,025	-\$1,469,694	-3.48%

Storm Water

	2019	2020	2021		
Revenues	Actual	Budget	Budget	Change	% Change
Storm Water Fees	\$1,703,210	\$1,755,200	\$1,840,500	\$85,300	4.63%
Other	\$329,554	\$206,186	\$215,988	\$9,802	4.54%
Total	\$2,032,764	\$1,961,386	\$2,056,488	\$95,102	4.62%
Expenditures					
Transfer Out	\$933,400	\$223,000	\$246,000	\$23,000	9.35%
Transmission/Distribution	\$485,641	\$839,464	\$832,882	-\$6,582	-0.79%
Administration	\$364,965	\$573,326	\$521,207	-\$52,119	-10.00%
Utility Billing	\$60,550	\$23,420	\$63,500	\$40,080	63.12%
Capital Outlay	\$0	\$0	\$0	\$0	0.00%
Depreciation	\$175,709	\$30,000	\$30,000	\$0	0.00%
Debt Service Support	\$79,910	\$196,197	\$192,789	-\$3,408	-1.77%
Other	\$79,911	\$196,197	\$100,000	-\$96,197	
Total	\$2,100,176	\$1,885,407	\$1,986,378	\$100,971	5.08%

Curing and Event Center

Very similar to the Chaska Community Center, the major issue that was discussed for 2021 is the continued impact of the COVID 19 pandemic, and the impact it will have on our budget as we move into this next year.

During the course of the past 9-months, the Curling and Event Center has also been required to be closed for 4.5 months of that entire time. The timing for the Curling operations have somewhat worked out during the year, as we only needed to miss one of our Summer Sessions, and we were able to get all but 4 weeks of the Winter 1 season in. Our hope at this time is that with proper protocols we will be able to get the entire Winter 2 season in. The biggest loss we have seen during the past several months is in not having as many Corporate Curling Events as businesses have not wanted to get their employees together.

With the restaurant and Event Center, the impacts have been more significant as the Event Center, when it has not been closed, has been limited in its capacity. We have only been able to have events that incorporate 80 of a possible 300 people. For this reason, many parties have chosen to postpone their events. As for the restaurant, when the State has required closing, they have been completely closed, meaning that we lost any rent revenue during these months as our lease is based on a percentage of sales. Just like in the Community Center, we have moved most of our operations to our Full-time staff, trying to limit our expenses in the Fund.

As with the Community Center, with there being some hope of being able to receive some federal assistance for this lost revenue (we were not allowed to use original CARES dollars for revenue loss), we are trying to keep our options open to be able to receive such assistance. For that reason, we are suggesting that the Council establish the budget for 2021 as if it is a normal year so that we can easily quantify the impacts of COVID on our budget based on what we actually see occur. To that end, we are recommending the Council adopt the following revenue and expense budgets for 2021. If we find going throughout the year that we are not able to receive any assistance to offset this loss, we will come back at a later time to have the Council adopt an amended budget to reflect what we are actually experiencing through this budget year and suggestions for how to fill any gap, which will likely be from our Self Insurance Fund. Below are the budgets we are recommending for approval at tonight's meeting:

Revenues	Actual 2019	Budget 2020	Normal Budget 2021	Planned Budget 2021	Change	%Change
Event Center Rental	\$121,975	\$29,738	\$121,183	\$69,880	-\$51,303	-42.34%
Curling Center Leagues/Me	\$492,844	\$285,408	\$486,881	\$390,128	-\$96,753	-19.87%
Corporate Curling Events	\$245,947	\$109,000	\$240,000	\$123,000	-\$117,000	-48.75%
Restaurant Lease	\$379,420	\$239,560	\$411,122	\$300,000	-\$111,122	-27.03%
Community Fund Transfer	\$1,484,099	\$1,497,168	\$1,573,947	\$1,573,947	\$0	
Other Revenue	\$105	\$0	\$0	\$0	\$0	
Total Operating Revenues	\$2,724,390	\$2,160,874	\$2,833,133	\$2,456,955	-\$376,178	-13.28%

Expenditures	Actual 2019	Budget 2020	Normal Budget 2021	Planned Budeget 2021	Change	% Change
Administration/General Fa	\$610,345	\$691,769	\$725,250	\$725,250	\$0	0.00%
Event Center	\$110,646	\$129,751	\$117,343	\$116,343	-\$1,000	-0.85%
Curling Center	\$443,385	\$298,254	\$335,607	\$293,257	-\$42,350	-12.62%
Crooked Pint	\$131,147	\$74,963	\$58,525	\$58,525	\$0	0.00%
Other	\$85	\$0	\$21,020	\$1,255	-\$19,765	-94.03%
Depreciation	\$628,588	\$5,000	\$5,000	\$5,000	\$0	0.00%
Debt Service	\$489,965	\$1,589,077	\$1,586,101	\$1,586,846	\$745	0.05%
Total Operating Expenses	\$2,414,161	\$2,788,814	\$2,848,846	\$2,786,476	-\$62,370	-2.19%

As with the Community Center, it would be the "Normal 2021 Budget" we would recommend approving tonight, with the "Planned 2021 Budget" being the budget we would likely recommend for approval as an amendment at a later date should we receive no assistance.

Final Recommendations

Based on the above report, Staff is recommending the approval of the proposed 2021 General Fund and Enterprise Fund Budgets, as well as approving the final operational tax levy for 2021 at \$11,413,137 for the General Fund, Mt. Pleasant Cemetery, EDA, Tax Abatement and the Equipment Acquisition Fund, which is an increase of 8.53% from the 2020 tax levy.

CITY COUNCIL ACTION REQUESTED

Motion to approve Resolution No. 2020-98 setting the 2021 property tax levy and establishing the 2021 budget for the General and Enterprise Fund Budgets.

City of Chaska 2021 Budget



2021 Annual Budget

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

Submitted for your review is the proposed 2021 Annual Budget for the City of Chaska, along with a review of major issues and opportunities relating to the City's general operations. The budget, as proposed, I believe meets the needs for continuing to provide excellent municipal services, while at the same time meeting the City's objectives that we have established during the budgeting process. This budget addresses the realities that we are experiencing due to the COVID 19 Pandemic Crisis, and the decisions that the Council felt were needed during this budget period not only to address financial realities, but to also make sure that the City continues to address the things that are high priority to the City Council.

As you read this budget, you will find that beyond trying to maintain our current service levels as constant as possible during this difficult time, that a high priority was put on continuing to fully fund our already-established Capital Improvement Program to reinvest back into the assets that are aging in our community. A high priority was also put towards making sure we are working towards keeping our General Fund Reserve balances at a sufficient level to be able to address requirements of our Bond Rating Agency to maintain our already high rating, and that special attention was put towards keeping our public safety services high and responding to the desires of our community gathered during our public input process during the early summer of 2020.

Finally, while we did move forward with starting the 4-year implementation of our Staffing Study in 2020, which helped to fill the gap of 16 employees found to be needed to sustainably provide our services at levels expected by our residents, and had planned to move forward with implementing the 2nd year of this plan in 2021 (which included dollars dedicated to building maintenance activities), the Council did feel that given the economic realities we are facing in 2021 with the COVID 19 crisis that we put this program on hold for at least a year to try to get economically back to normal before moving forward with additional steps in implementing this plan.

The following document will go through in detail these discussions, as well as lay out the data to show what we expect to see over the course of 2021 to help our residents understand the decisions that were made for the 2021 budget year.

2021 Revenue Discussion

While we have seen increases in market values since 2014, 2016 was the first year we saw all the valuation lost during the "Great Recession" recovered in the community. As we go into 2021, we will once again see our valuations in the community continue to rise, but at a lower level than what we have seen for the past 3-4 years. From 2008-2013, Chaska saw an average annual decrease in property values of over 6%, before seeing a 5.24% increase in 2014, a 12.24% increase of property values in 2015, an 8.21% increase in 2016, a 3.18% increase in 2017, a 7.85% increase in 2018, and a 5.72% increase in 2019 and a 9.14% increase in 2020.

For taxes payable 2021, we are seeing a 2.80% increase in our community's taxable market value, which is significantly lower than what we saw over the past 4 years, which averaged 6.47%. Our tax capacity for 2021 is slated to grow 3.01% for 2021.

As we look at 2021, there is uncertainty about what we will see for building in our community due to the continued COVID 19 pandemic. While we continue to have discussions with developers who show an interest in continuing to move forward with both residential and commercial projects in the upcoming year, there is enough uncertainty in the market that we are budgeting a 30% reduction in building permit activity, going from the \$1 million we would have normally budgeted down to a more predictable level of \$700,000, which can be sustained by the typical residential growth we continue to see in our community. This uncertainty in the market caused the City to project a reduction in revenue for this upcoming year, which does make it more difficult to fund the priorities the Council has for our community.

As the 2021 budget was put together, there were several major budget environmental factors we needed to consider as it related to revenues, including:

- Market Values across the community increased only 2.80% compared to the 9.14% increase we saw last year. This will bring our overall property values in the community to \$3.35 billion, a little over \$91 million higher than last year. 1.80% of this change came from new construction, with the rest being increased values on existing properties. This 1.8% increase is slightly higher than the 1.35% increase from new construction we saw last year.
- Based on the State formula, the City will no longer receive Local Government Aid to help reduce our tax levy needed. For the first time ever, the amount we are projected to receive in 2021 will be \$0 compared to the \$14,000 we received in 2020.
- Residential and Commercial building permits in 2020 decreased by about \$300,000 compared to what we saw for activity in 2018 and 2019. We are continuing to plan for this decreased amount of activity in 2021 as there is still uncertainty in the market due to COVID 19 for large scale commercial/industrial and large multi-family developments. We have planned a budget of \$700,000 as this is what we feel is attainable if we just continued to see our single-family housing move forward as it is. However, if projects that are in the pipeline do move forward in 2021 this could increase this amount about our budgeted level
- We are continuing to see an increase in population, with a steady increase in the number of residential units being built in the community. We expect the population in Chaska to be just over 27,000 in 2021.
- Our Electric Revenue has continued to increase, as we have seen a significant amount of Economic Development activity occur in the last five years, including Data Center development and additions to existing industrial businesses, driving up this usage. This has had a positive impact on the Electric Franchise Fee coming back to our General Fund
- As soon as market-uncertainties go away, we do expect to see Commercial/Industrial development growth continue to increase, as we have

now opened up the development area at 212/44 due to the completion of the new interchange at this development area.

During the recession period from 2008-2013, to navigate the financial impacts to our revenue collection to support our budgeted activities, the City needed to defer many planned expenditures as a strategy to balance the budget. When the economy improved after 2013, the City was able to put more emphasis into the projects that we had to defer, which many times were the reinvestment projects into our existing infrastructure and assets.

This renewed emphasis on reinvestment back into our existing infrastructure was demonstrated through the establishment of our Capital Improvement Program. The CIP focused on how to properly maintain the assets in which we have already invested and have a responsibility to keep in good condition moving into the future. In 2014 we started investment into this program, with a 4-year plan for how to fully fund these needs. This 4-year plan increased revenue in the General Fund to support a \$1 million gap, with the final \$250,000 of this being incorporated into the 2017 budget. With this program now fully funded, we have been able to move forward in making the proper reinvestment back into our existing General Fund Assets, such as roads, trails, and parks.

For the 2021 budget, a large part of the discussion was the shortage of revenue we will experience using our normal tax levy establishment policy due to COVID-related issues. It was identified that under our normal tax levy establishment policies, that we would be short approximately \$300,000 of our total \$1 million in our CIP program if we took no additional action to address this. As you will see in this document, the Council did decide to increase the amount of levy above and beyond our normal amount established by policy by \$300,000 to ensure that this program is fully funded. It was a concern of the Council that if the CIP program were not fully funded that we would continue to fall behind in our asset replacement program, which in the long run could cost us more than if we kept up with this program.

In the 2020 budget, we did turn our attention to addressing the gaps we have had in our staffing levels across the City in past years needed to sustainably meet our service level expectations. Following direction from the City Council in the 2017 Council/Department Head Retreat, focus was put on having our Financial Advisors at Baker Tilly complete a Staffing Study looking not only at what staff we need to plan on going into the future to keep up with our service level demands in a growing community, but also on any gaps we currently have in being able to sustainably meet our service level expectations in the current environment. Based on this study, we were able to determine that we are 16 employees short in being able to meet our current service needs, but that once we fill this gap, we could expect that we will need an additional 57 employees City-wide to meet our staffing needs when our community is fully developed in the next 20 years. While we were able to start this program implementation in 2020 with the addition of 3 Building Maintenance Staff and \$125,000 dedicated toward our building maintenance activities, we did suspend the implementation of the remainder of the 2020 portion of the program because of the

COVID 19 issues. You will see in this budget document that the decision by Council is to continue the delay of this program implementation until at least 2022 when we hope to see the economy bouncing back enough to move forward with this important program.

In addition to our CIP and our Staffing Analysis Implementation, the Council did talk about two additional items in the 2021 budget which were felt to be important. First, the Council felt that it was important to take the feedback from our Bond Rating Agencies who feel that our General Fund Reserve Balances need to be increased to keep up our current high bond rating. Seeing a downgrade in ratings would have a long-term financial impact on the City, so the Council felt it was important that we show that we are taking action on this by deliberately raising additional revenue and setting it aside specifically for our General Fund Reserve. For the 2021 budget, the final decision was to move forward with levying an additional \$100,000 for this program, along with moving an additional \$200,000 from our Enterprise Funds into the General Fund to support this program, as all of our funds benefit from keeping a higher bond rating.

Finally, following the unrest that occurred nationwide this summer in response to the death of George Floyd at the hands of the Minneapolis Police Department, the Council felt it was very important for us to study our current Policing policies/funding/staffing/etc... to make sure that we felt our Policing services were living up to the high standards all people in our community expect and that we identify any issues that might exist to make sure we are making changes where they are needed. This community feedback process included both live and Zoom versions of a facilitated feedback session, along with a formal survey we provided to our residents to be able to understand different perspectives. While there were many things that came out of this process, the most immediate changes that were recommended included:

- The need for additional Patrol Supervision (additional Sergeant position) to increase the number of shifts we have direct supervision from 55% to 70% of our shifts
- 40 hours of Crisis Intervention Training for every sworn officer in the department
- Re-institute our membership in the VITALS Program, which allows us to have critical information on individuals in our community that may have conditions that would change our strategy for how we respond to a call
- Re-institute membership in the West Metro Drug Task Force because of a large increase in narcotics cases in our community

Funding these most critical recommendations in our 2021 budget would require us to increase our budget by about \$100,000 to start each of these recommended initiatives.

This document will discuss the continued use of our tax levy establishment policy which the Council adopted during our 2014 budgeting process. Our current policy focusses on what the actual driving factors are in setting our tax levy, including actual new growth in our population and inflationary factors, instead of focusing solely on keeping a constant tax rate, which was a past policy direction the City utilized. In this respect we feel that any new increases in tax resources are directly tied to the increased costs we will have to support the level of services we currently provide in the community. This

policy also allows us to capture the resources of any new development in the community to make sure all new homes are contributing their “fair share” to support our General Fund services. Capturing this new value has no impact on the taxes paid by existing residences. This tax levy establishment policy goes on to say that we would only increase our tax levy above this amount if we were addressing new items in our budget, and that the levy would increase by an amount that is needed to support the direct cost of these new initiatives.

In this 2021 budget, the items that would be above and beyond our base-level tax levy establishment policy, which the Council has decided are critical to address in 2021 include:

- Levying the additional \$300,000 to fully fund our CIP Program
- Levying \$100,000 to begin addressing building up our General Fund Reserves to get to proper levels
- Levying \$100,000 to address critical items identified in Policing Study

As we will discuss later in this budget, utilizing our base tax levy policy, and addressing these three items above would have the impact on the Median Value Home in the community of \$5.33 per month, or \$64 over the course of the entire year.

Staff feels that this budget document continues to move forward in taking a more comprehensive look at not just our current operations, but also the future costs of properly maintaining our assets through our CIP Program. While this document delays the process of making sure that we are staffing at proper levels to be able to sustainably meet our service level expectations, we think it addresses higher priorities for 2021 by addressing the three critical areas above that have been identified. While addressing the staffing shortages in the future will be critical, the Council feels these three areas are a higher priority currently and need to move ahead of our staffing study plans now. We also think that it creates a logical nexus between how we set our tax levy and what actual changes we see in the community that cause us to increase the resources we need to meet our primary service objectives.

Budget Objectives

As with all our budgeting processes, the first place that we start is by establishing the objectives we are trying to accomplish in setting our budget for the upcoming year. Below is the list of those objectives that were used in both the 5-year financial forecast process this year, and the goals that were used in the establishing the proposed 2021 budget you see before you now:

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

- 7) *Fully levy to support our adopted Street Reconstruction Program*
- 8) *Develop a budget plan that is sustainable from a resource perspective to support the service levels residents expect*

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

In the past, the City of Chaska has been very “lean” when it has come to resources used to support the high level of services we provide in the community. As the community grows, and assets such as our facilities get older, these levels of resources will not be sustainable to keep our service levels constant. This is especially true when it comes to the Staffing levels throughout the organization, and the dollars and staffing resources allocated towards maintaining our aging facilities.

In the 2020 budget year, the Council did adopt a plan that would address both identified shortages in staffing, as well as gaps we have in having the resources to maintain our aging facilities. The plan that was developed involved filling our gap of 16 employees at a cost of \$1.5 million as well as \$500,000 annually towards our building maintenance activities. In 2020 we did implement most of the first year of this plan, hiring 3 new positions dedicated to building maintenance as well as the first \$125,000 that goes towards funding these building maintenance activities. Given the economic conditions brought on by COVID 19, we did forgo hiring one of the planned positions in 2020, and are suggesting that we put a hold on the second year of the program until 2022 to address the economic realities of the pandemic. In our 5-year plan we did plan on re-establishing the implementation of that program next year.

For 2021, besides making sure that we are fully-funding our CIP program which will take an additional \$300,000 in levy because of revenue challenges we expect to face in 2021, special attention will begin towards making sure that we are working towards both generating a budget that will not rely on drawdowns in our General Fund Reserve, while at the same time working to build these reserves up to a higher level. Staff feels that it is very important that we take deliberate efforts to bolster our General Fund reserves to make sure that we address comments we have received from our bond rating agency S & P, who has indicated that if we do not work to build these up more that it could have an impact on our bond rating. Changes in our bond rating could mean higher interest rates when we finance projects, which makes this a long-term priority to address. The 2021 budget has built into it \$100,000 in additional tax levy dedicated towards this, along with \$200,000 coming from our other enterprise funds to support this effort. This is only a first step, and we will need to keep our eye on this as we move into the future.

The 2021 budget will also have us focusing on our objective of maintaining our existing high levels of service in the City, namely in our Police Department. Through our Community Input/Survey process that was completed this summer, it was identified

that there a few key initiatives that we should be addressing in the short term to keep our Police Department Heading in the right direction. This includes the addition of one Sergeant position to ensure that we have most of our patrol shifts directly supervised by an on-duty sergeant. Suggested initiatives also include requiring 40 hours of Critical Incident Training for all of our sworn staff in the Police Department, re-engaging in the West Metro Drug Task Force to address the increasing narcotics issue we are seeing in Chaska, and reinstituting membership in the VITALS Program to provide officers with critical information about residents with special needs that may respond better or worse to different strategies used in interaction with them. All these initiatives in 2021 would require \$100,000 added to the budget.

Instituting each of the above-described initiatives in 2021 would require an additional tax levy of \$500,000. On the Median-Valued Home in Chaska (\$285,000) the tax impact would be \$5.33 per month in additional costs, or \$64 over the course of the entire year. This would require an 8.53% increase in our tax levy. Given that we are seeing a 3.01% increase in our tax capacity for 2021, we would see a 6.13% increase in our tax rate. With this change, we would still be in the top 10 lowest property tax levies per capita in the entire Twin Cities Metropolitan Area (79 lowest out of 86 Cities assuming other cities see no change in their tax levy), and we would be the lowest property tax levy per capita in Carver County.

Tax Levy Establishment Policy

For nearly 30 years, the City of Chaska had a policy of establishing our annual tax levy based on keeping a constant tax rate. Based on this policy, the tax levy would go up by the amount of increase we saw annually in our tax capacity within the City, which is directly related to the amount of market value growth we saw in the City. For instance, if market values (and hence tax capacity) increased in the community by 3.01% (as it will in 2021), the levy could also increase by 3.01% and have no impact on the tax rate in the community. This would mean that if someone's property did not change in taxable market value from one year to the next, that their City taxes would not see any increase.

While the constant tax rate policy worked very well for several years, during our last major recession (2010-2013) we did start to experience some of the practical limitations of this policy. The first practical issue experienced is that not all market value increase is associated with the construction of new buildings. Some of the market value increase also occurs on existing properties as we experience inflationary growth from one year to the next. While the tax rate would not change, a resident's taxes would change unless their market value stayed the same. This often was not the practical reality, as we saw a significant amount of property value growth in existing properties from 2000-2008.

The other issue that we experienced from 2010-2013 was the impact of decreasing market values in the community. As with increasing market values, the same can be said for decreasing market values when trying to keep a constant tax rate. If the market values go down, the tax levy also needs to decrease accordingly to keep the tax rate constant. With an objective of keeping our service levels constant, this was a significant issue the City faced when market values did start to decline. This led to the

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

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

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

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

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

The new policy goes on to state that we would only increase the levy beyond this point if we were adding new services, and that the actual cost of providing those new services would determine the amount of additional increase we would need in the tax levy. In the case of the 2021 budget, the two new items that are being added is the \$100,000 to put towards increasing our General Fund Reserve, and the \$100,000 it would take to fund recommendations coming out of our Community Policing Study. One unique issue that we are facing this year because of COVID 19 and the reductions we are seeing in potential revenue collection in areas other than our tax levy is that in order to fully fund out CIP program for 2021, we would need to levy an additional \$300,000. Our hope is that by addressing this particular issue in 2021 that in future

years we would not need to have additional levy to support this program and would only need to levy for new construction and inflation if we were going to keep our service levels constant in any given year.

Key Factors in Revenue Forecast

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

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

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

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

This downward trend reversed itself in late 2012, and stabilized, with several new residential developments approved over the past 8 years. Starting in 2013, this included the approvals for several new residential subdivisions both on the north end of Chaska, and in the Southwest quadrant of the community. We also saw very robust growth in our Commercial/Industrial properties, with the addition of the 212 Medical Center, several Data Centers, commercial additions in Hazeltine Plaza, and the expansion of buildings in our existing Industrial Parks. Over this past year, we have seen a continued push in residential development, but have seen less in the way of Commercial/Industrial properties. We did see some expansion activity occur in our existing building in the North Industrial Park, but in general saw less C/I activity move

forward with the uncertainty of the economy due to the COVID 19 Pandemic. While we have heard interest in larger C/I projects moving forward in 2021, the general message we have heard is that there continues to be a lot of uncertainty in the market due to the pandemic, and that this could result in little C/I activity in 2021. With the housing market still seeming to be robust, we do expect to see this level of development activity continue with the addition of 120 new residential properties in the community. It is because of the uncertainty in the market that we lowered our budgeted revenue numbers for Building Permits from around \$1 million for the year down to \$700,000. This is a number we feel we can sustain with the residential growth we have seen. Below is a chart illustrating past population growth and the growth Staff anticipates over the 5-year period.

Year	# of Housholds	# of New	Est. Pop.
2000	6,979	445	17,449
2001	7,394	415	17,746
2002	7,909	515	18,982
2003	8,378	469	20,107
2004	8,854	476	21,250
2005	9,122	268	21,893
2006	9,323	201	22,375
2007	9,553	230	22,927
2008	9,743	190	23,383
2009	9,767	24	23,441
2010	9,832	65	23,652
2011	9,907	75	23,777
2012	10,039	132	24,094
2013	10,173	134	24,415
2014	10,373	200	25,270
2015	10,523	150	25,255
2016	10,673	150	25,652
2017	10,823	150	25,975
2018	10,973	150	26,335
2019	11,093	120	26,623
2020	11,193	100	26,863
2021	11,293	100	27,103
2022	11,393	100	27,343
2023	11,493	100	27,583
2024	11,593	100	27,823

An analysis of General Fund revenues by major fund source:

Total revenues anticipated to fund the 2021 General Fund operating budget are \$20,107,676 which is an increase of 6.9% from the amended 2020 budget of \$18,802,763. It should be noted that the budget was amended in July of 2020 because of the COVID 19 Pandemic and changes in the economy. The original budget for 2020 was \$18,984,708. Compared to this original budget from 2020, the increase for 2021 would be a 5.9% increase.

As you will find on the chart below, Property taxes is the largest source of increased income going into the General Fund budget. One item on this that may not be clear is the while it shows an 11.6% increase in property taxes, that is not the actual percentage of increase of our total property taxes. The reason for this is that our property tax levy does not just fund the General Fund. It also funds the Equipment Acquisition Fund, the EDA and our Mt. Pleasant Cemetery operations. What the increase in property taxes refers to below is the increase of property taxes we have actually going into our General Fund as opposed to 2020. Our total property tax levy went up by 8.53%, with everything above and beyond the \$7.7 million in the General Fund going to support these other three tax-levy supported funds.

One other thing to point out with our budgeted revenues is the amount that we are budgeting for our Licenses and Permits. While the amount is approximately \$100,000 higher than our amended 2020 budget number, it is actually about \$500,000 less than what we saw for licenses and permits in the 2019 budget. As mentioned previously, we are trying to be much more conservative in especially our building permit fee budgeting as the uncertainty in the market has created uncertainty about whether larger Commercial/Industrial projects that have been discussed will actually move forward. We are budgeting this amount to more closely match what we are seeing for our residential development in the community, as that has continued to be strong and being off on projections for a few homes does not have as large of an impact on our budget as with one large C/I project not moving forward.

Finally, the other main source of income in our General Fund is our Electric Payment in Lieu of Taxes (PILOT) and Gas Franchise Fees, which are budgeted to be over \$4.6 million because of continued growth of electric/utility use in our community, and our Administrative Fees that we charge our Enterprise Funds to provide Administrative Services to other departments in the City. The approximate \$200,000 increase in 2021 is due mainly to the dollars that we are bringing over from our Utility Funds to help support our efforts of increasing our General Fund Reserves (\$100,000 from tax levy and \$200,000 from our Utility Funds to help increase our General Fund Reserves). The chart below shows a summary of revenues for the 2021 budget year:

General Fund Revenues					
	2019 Actual	2020 Budget	2021 Budget	Increase	%Increase
Property Tax	\$5,700,506	\$6,926,682	\$7,732,413	\$805,731	11.6%
Elec/GasFranchise Fees	4,396,400	4,458,000	4,684,200	\$226,200	5.1%
Other Franchise Fees	340,471	330,980	330,500	(\$480)	-0.1%
License and Permits	1,348,495	711,803	817,885	\$106,082	14.9%
Other Revenues	2,038,668	2,702,220	2,642,308	(\$59,912)	-2.2%
Admin Charges to Funds	3,115,077	3,673,078	3,900,370	\$227,292	6.2%
Total Revenue	<u>\$16,939,617</u>	<u>\$18,802,763</u>	<u>\$20,107,676</u>	<u>\$1,304,913</u>	<u>6.9%</u>

Capital Improvement Program

As was discussed earlier in this document, one of the challenges that was faced with the 2021 budget was the ability to fully fund our Capital Improvement Program. With the reduction in revenues to our budget because of uncertainties in the economy, and the very small growth we saw in our market values, without additional tax levy, we would be short by \$300,000 to fully fund our Capital Improvement Program for 2021.

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

With us already having to cut back in our CIP activities in 2020 to help balance the budget, and with the Council feeling it was important not to see us get behind two consecutive years in our CIP program because of the needs that exist in the plan, it was decided by the Council to increase our levy by an additional \$300,000 in 2021 to make sure that our CIP is fully funded in 2021 at \$1 million.

With the CIP fully funded, 2021 will bring several rehabilitation projects to the table, including:

- Street Overlay: \$475,000
- Trail Upgrades/Overlays: \$60,000
- New Pedestrian Bridge on Main Trail to replace failing culverts: \$60,000
- Fire Station Entry Sidewalk Replacement/ADA Issues: \$50,000
- MSB Annual Door/Hoist/General: \$45,000
- Sports Court Resurfacing at Chaska Town Course: \$30,000
- Cortina Woods Park Rehab: \$135,000
- Clover Hockey Rink Rehab: \$70,000
- Lion's Park Shelter: \$75,000 (partner project with the Chaska Lions)

Each of these projects will help make sure our assets stay in great shape as we move into the future, and that we treat each of our assets as a true investment into the community. It should be noted that the last 4 items on this list would be what we would not be able to accomplish in 2021 with filling the \$300,000 gap in our CIP Program.

Staffing Gap Analysis/Building Maintenance

As mentioned previously, based on the results of our Staffing Analysis, we did determine that we were 16 employees short to meet our current service levels, and that we had a missing component in our current organization of proper resources and staff dedicated towards Building Maintenance, which is especially important with our aging

facilities. The gap identified was \$2 million, with \$1.5 million being attributed towards tax levy resources and \$500,000 being attributed toward Enterprise Fund resources. Based on the recommended 4-year implementation of this plan to address these needs, this would have \$500,000 of additional resources added in 2020, with \$375,000 coming from additional tax levy and \$125,000 coming from Enterprise Fund Resources. We did plan to fill the following positions/building maintenance gap in 2020, with us being able to accomplish all but the one position in Water/Sewer that we did not do because of changes in the economy mid-year.:

2020 Staffing Study Implementation Plan:

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

While implementation of this Staffing Study Program will help to make our service delivery more sustainable over time, and address a major gap in our current services, it was decided to put a hold on implementing the second year of the program until at least 2022 because of the uncertainties in the market. While this will continue to be a priority to address, the Council felt that 2021 was not the right year to address this gap. In our 5-year budget planning, we moved implementation of this program out 1 year, with us planning to complete the rest of the implementation of the program over the years 2022-2024.

Property Taxes:

For 2021, to accomplish establishing our base-line budget, address the first step in building up our General Fund Reserves, and addressing the findings of the Police Study, the General Fund budget would require a total levy of \$11,413,137. This represents an increase of 8.53% from the 2020 General Fund tax levy and includes the percentage increase for the Mt. Pleasant Cemetery Levy, the EDA Levy, and our annual Tax Abatement Levy. This levy increase would be made up of 3.53% to support the Operating levy (1.68% for inflation and 1.85% for new growth in the community), in addition to \$300,000 (3%) that is dedicated towards fully-funding the CIP program for 2021, \$100,000 (1%) to address increasing our General Fund Reserves, and \$100,000 (1%) towards addressing the findings of the Community Policing Assessment conducted over the past several months. It should be noted that a portion of our total levy goes towards our General Fund Budget, with the remaining going towards our Equipment Acquisition Fund and debt service for our current Downtown Street Reconstruction Program.

It should also be noted that out of this total tax levy amount, \$269,755 represents a levy for tax abatement assistance provided in the past. This additional amount represents the 9th year of tax abatement that was provided to the West Creek Corporate Center Development for development of infrastructure to support this new industrial park, along with some other tax abatement projects including the 212 Medical

Center Addition and the Chaska Creek Medical Building. While we are required to officially levy this assistance, the City is a “pass-through” for these funds, with the same amount coming in from this project that goes out for the tax abatement assistance. It does not influence other taxpayers in the community.

Beyond the General Fund Levy, the Chaska Economic Development Authority also has a \$171,598 levy. Last year this levy was \$165,747. The amount levied for 2021 in the EDA Fund of \$171,598 represents the dollars supporting the operations of our Economic Development Activity and was included in the total tax levy amount of \$11,413,137.

In summary, the total levy will include:

- Continuation of dollars to support the Downtown Street Reconstruction Program
- \$10,741,539 being levied to support General Fund Operations, a portion of Street Reconstruction Debt Service, Mt. Pleasant Cemetery, and existing Equipment Acquisition Fund needs
- \$300,000 of additional levy to support fully funding our Capital Improvement Program at \$1 million for 2021
- \$100,000 being levied to support efforts to increase our General Fund Reserves (this is being combined with \$200,000 of support from our Utility Funds)
- \$100,000 being levied to support findings of our Community Policing Study, including the addition of one Patrol Sergeant, 40 hours of CIT Training for all sworn officers in the department, reinstituting the VITALS App and rejoining membership in the Southwest Metro Drug Task Force
- \$171,598 being levied in the Economic Development Authority Fund for operations
- 269,755 in tax abatement that is generated from the new West Creek Corporate Center Development, 212 Medical Center and Exactec.

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

	2018	2019	2020	2021	Increase	%
General/Equipment Acquisition/EDA/Tax Abatement	\$ 9,051,345	\$ 9,694,654	\$ 10,510,132	\$ 11,407,137	\$ 897,005	8.5%
Mt Pleasant	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0.0%
Total Operating and Special Levy	\$ 9,057,345	\$ 9,700,654	\$ 10,516,132	\$ 11,413,137	\$ 897,005	8.5%

Impact of Tax Levy on Property Owners

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

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

Overall, Chaska's market values, excluding tax-exempt property, increased by \$91,290,300 to \$3,347,968,500 an overall increase of 2.80%. The largest percentage increase that we saw in 2020 was in Apartment properties, as it was in 2019, with an 8.95% overall increase. 4.57% of that came from construction of new residential rental units in the community, with the other 3.97% coming from increasing values in existing rental units.

The other major area of increase we saw was in Commercial/Industrial properties, with a 3.52% increase in market values. 1.34% of that growth came from new construction, meaning that most of the increase was experienced in existing Commercial/Industrial buildings. This is consistent with what we are seeing especially in the Industrial market that there are very few vacant properties existing in the community. Owner-occupied Residential properties also had an increase, with the overall increase in this type of property being at 2.23%. New construction accounted for 1.72% of this change, with the remainder of the change coming from increases in existing home values. Below is a summary of the Market Values for taxes payable 2021 (assessed 2020) as established by the County Assessor's office:

City of Chaska 2020 Assessment Summary					
	Residential	Commercial/Industrial	Apartment	Ag	Total
2020 EMV	\$2,501,694,500	\$525,663,000	\$227,442,100	\$93,168,900	\$3,347,968,500
2019 EMV	\$2,447,015,300	\$507,799,800	\$208,750,700	\$93,112,400	\$3,256,678,200
Total Value Change	\$54,679,200	\$17,863,200	\$18,691,400	\$56,500	\$91,290,300
New Construction	\$42,932,600	\$7,061,300	\$10,400,000	\$0	\$60,393,900
Market Change	\$11,746,600	\$10,801,900	\$8,291,400	\$56,500	\$30,896,400
% New Construction	1.72%	1.34%	4.57%	0.00%	1.80%
% Market Change	0.48%	2.13%	3.97%	0.06%	0.95%
2019 Total % Increase	2.23%	3.52%	8.95%	0.06%	2.80%

Using the 2020 market values and the classification formulas established by the State, the County Auditor has calculated Chaska's 2020 (for taxes payable 2021) gross tax capacity to be \$33,160,020, an increase of 3.01%. To calculate the net tax capacity used for determining Chaska's tax rate, a reduction must be made for captured tax increment and fiscal disparity contributions. Our current captured TIF value is \$1,213,961 with Chaska's fiscal disparities contribution for 2021 being \$3,959,874 resulting in a net tax capacity of \$33,160,020, an increase of 3.01%.

	2020		2021		Increase	%
Gross Tax Capacity	\$	37,098,073	\$	38,333,855	\$ 1,235,782	3.3%
TIF	\$	1,209,027	\$	1,213,961	\$ 4,934	0.4%
Fiscal Disparities	\$	3,698,495	\$	3,959,874	\$ 261,379	7.1%
Other	\$	-	\$	-	\$ -	0.0%
Net tax capacity	\$	32,190,551	\$	33,160,020	\$ 969,469	3.0%

Based on these estimates, Carver County has estimated Chaska's 2021 General Fund tax rate to be 30.497%. This is an increase of 6.1% from 2020, where we had a tax rate of 28.738%. With the median value of home going up from \$281,000 to \$285,000 in the community (1.42%), this would bring the median-valued home's City taxes from \$808 in 2020 to \$872 in 2021, or an increase of \$5.33 per month or \$64 for the year. As always, the actual amount of impact is completely dependent on the actual market value change experienced on that property over the past year.

While Chaska's General Fund operational tax levy will go up in 2021, Chaska will continue to maintain one of the lowest City tax levies per capita of any City in the metropolitan area, ranking eighth lowest in the entire Metro Area (79 out of 82 Cities). It also remains the lowest tax levy per capita of any City in Carver County as well. This analysis is comparing the 2021 tax levy for Chaska and assuming a 0% increase in other Communities' tax levies that we are comparing.

A major concern of property taxpayers is the level of property taxes necessary to fund City services. In considering property taxes in Chaska, three points should be highlighted. First, property taxes account for just 46% of Chaska's tax-levy supported funds operating revenues. Secondly, Chaska has always ranked extremely low amongst other metropolitan cities when it comes to total City property tax levels. In the latest Department of Revenue Survey looking at 2020 City tax data, out of 86 local units of government looked at in the metropolitan area, Chaska ranked 79th lowest in City taxes per capita. This is comparing our data assuming our increase for 2021 and comparing it to the other cities 2020 data. In this sense, Chaska has continued to perform very well when comparing our City property tax level compared to all of communities in the metropolitan area. It has allowed the City to keep a competitive edge when it relates to other municipalities in the metropolitan area. Third, we continue to be the lowest tax levy per capita in Carver County.

Ranking	City	Taxes	Population	Tax Levy Per Capita
1	Golden Valley	\$25,073,034.00	22,715	\$1,103.81
2	Wayzata	\$5,021,890.00	4,672	\$1,074.89
3	Oak Park Heights	\$5,263,194.00	4,897	\$1,074.78
4	Hopkins	\$17,529,684.00	19,555	\$896.43
5	St. Anthony Village	\$7,424,394.00	8,335	\$890.75
6	Mendota Heights	\$10,048,724.00	11,747	\$855.43
7	Minneapolis	\$372,009,000.00	435,855	\$853.52
8	Dayton	\$5,260,308.00	6,302	\$834.70
9	Columbus	\$3,326,286.00	4,067	\$817.87
10	West St. Paul	\$16,801,114.00	21,205	\$792.32

36	Carver	\$3,038,375.00	4,990	\$608.89

51	Victoria	\$5,708,000.00	10,585	\$539.25

77	Mounds View	\$5,678,877.00	13,513	\$420.25
78	Arden Hills	\$4,135,340.00	10,008	\$413.20
79	Chaska	\$11,412,137.00	27,692	\$412.11
80	St. Paul Park	\$2,290,346.00	5,611	\$408.19
81	Falcon Heights	\$2,137,524.00	5,446	\$392.49
82	Anoka	\$7,303,005.00	18,728	\$389.95
83	Vadnais Heights	\$4,894,180.00	13,338	\$366.94
84	North Oaks	\$1,860,000.00	5,320	\$349.62
85	Lauderdale	\$845,614.00	2,442	\$346.28
86	White Bear Lake	\$6,908,000.00	25,752	\$268.25

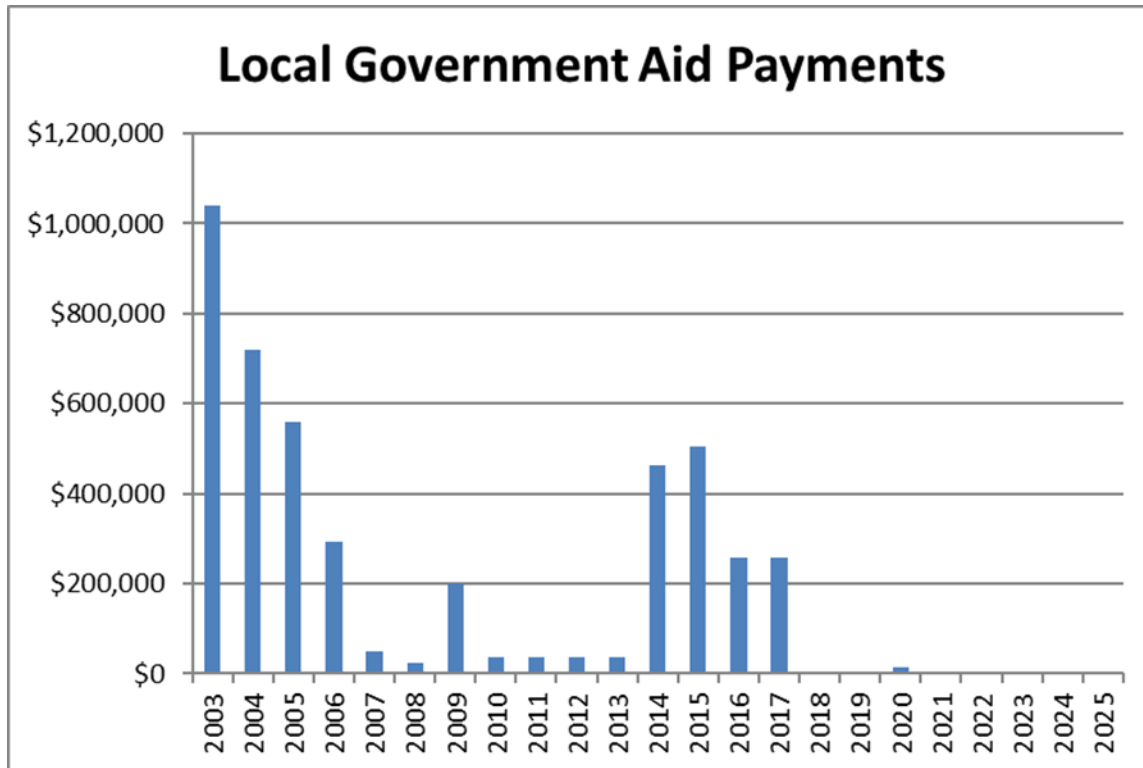
Intergovernmental Revenues:

One significant change we experienced starting in 2018 and has continued into 2021 is the reduction of our Local Government Aid by approximately \$250,000, bring us down to nearly \$0 for the past 3 years. In 2020 the amount we had certified \$14,171. In 2021, we received notification that our certified amount is \$0, meaning this will be the first time we receive no Local Government Aid at all. We expect this will continue at this level into the future. This change is due to the State's LGA formula, the increase in market values we have seen in the community over the past couple of years, and the decertification of our large TIF District #4 in 2014, which reincorporated a large taxable market value back into the community in that following year.

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

In 2014, the City received did see an allocation of LGA in the amount of \$462,000, with it going to just over \$500,000 in 2015 and \$550,000 in 2016. In 2017, we once again saw this amount reduced to just under \$250,000. With it now officially certified at \$0, we do not expect we will see this revenue source again int the near future. Below is a

chart of our experience for local government aid, and what we expect to see in LGA over the next 5-year period.



It should be noted that when the City saw the \$250,000 LGA amount go to \$1,000 in 2018, the Council did decide to levy back half of that amount (\$125,000), which has remained in the budget ever since, and is included in the 2021 budgeted revenues. However, it continues to be important to point out that this loss of nearly \$1 million from the State from that 2004 period did have a long-term impact on the City and is a large reason why we are now having to have the discussions about the gap that we see in our staffing levels to sustainably meet our service level expectations and a significant reason we got behind on building maintenance activities.

Licenses and Permits

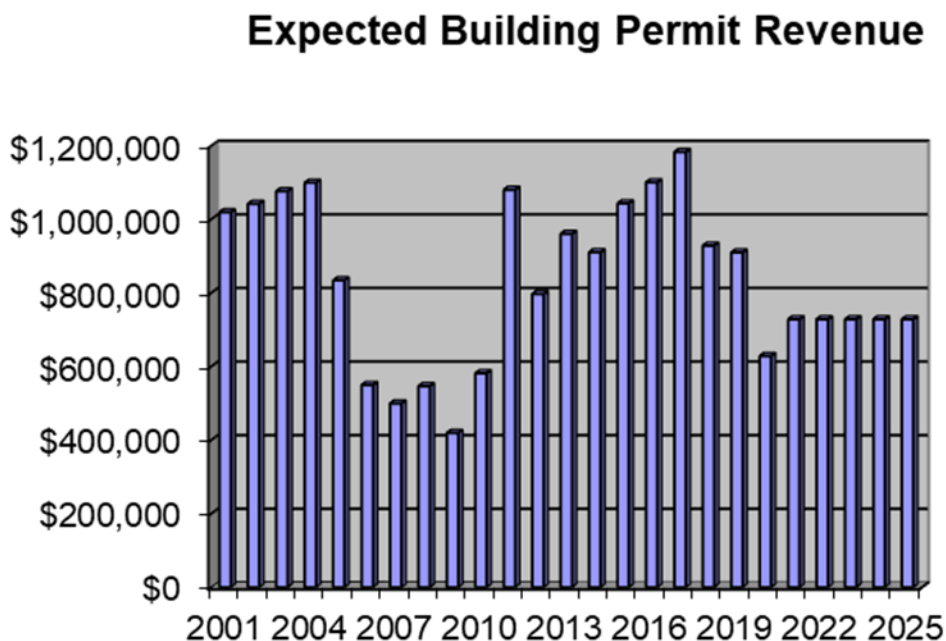
From 2008-2011, Chaska and the rest of the metropolitan area experienced a dramatic slowdown in not only residential development, but development in all sectors of the market. As a result of the downturn, building permit revenues dropped significantly. Up through 2005, this revenue source was over \$1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

With the downturn in the economy in early 2020 due to the pandemic, we did see the permit revenue we expected to see be reduced significantly. While we continued to see

relatively steady single-family residential development, we did see a big downturn in Commercial/Industrial activity, with only a few projects moving forward. In early July of 2020, we did amend our General Fund budget when we started to understand the impacts it would have on our budgeted revenues, especially in building permits. As part of that action, we did adjust our budget numbers down to \$600,000, a reduction of approximately \$400,000 from what we had budgeted at the beginning of the year.

In 2021, we continue to expect that we will see steady activity in single-family residential building permits, but that our Commercial/Industrial activity will continue to be slow. Given this, we are recommending a budget of \$700,000 for permits in 2021, which would be a relatively average year as we look back over the past 20 years of history. Staff feels that this is more reflective of what we will actually see, and plans to keep our budgeted building permits at this level going into the future so that we can avoid revenue shortfalls if larger projects do not move forward.

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



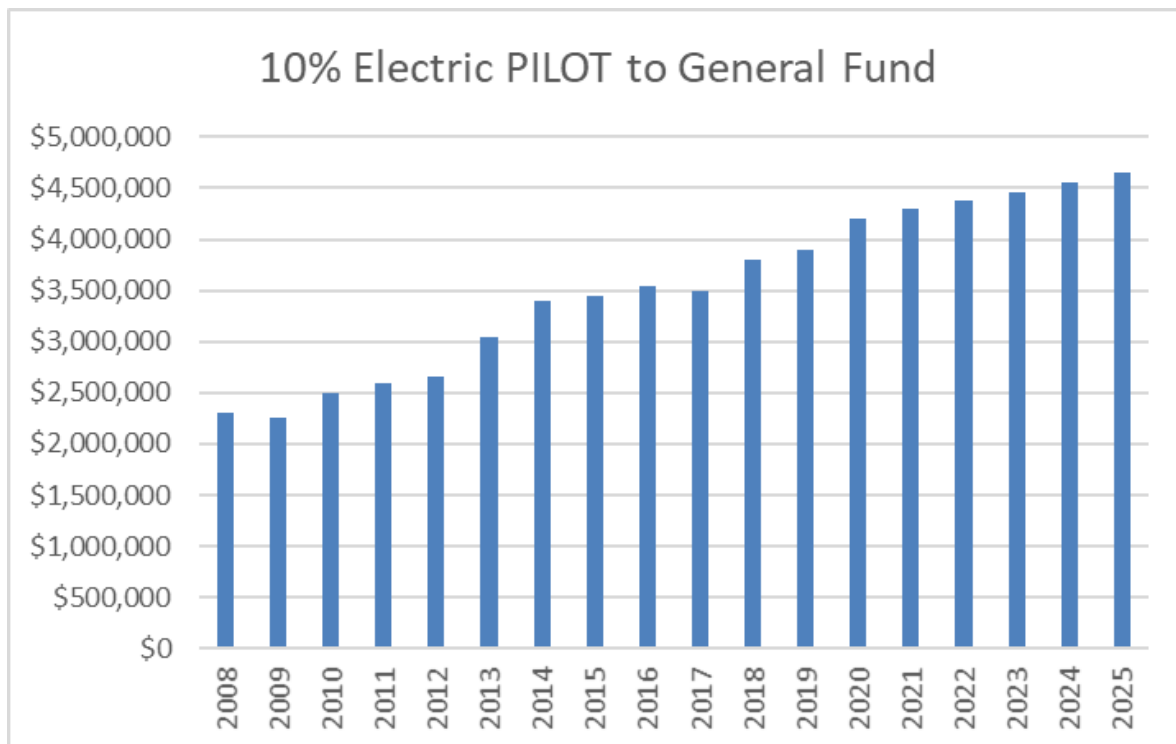
Electric Fund Transfers

The City has a formal policy of charging ourselves a per kilowatt-hour Payment in Lieu of Taxes (PILOT) fee, which is roughly equivalent to 10% of the total electric rate of our electric utility. For 2021 the PILOT fee is anticipated to generate revenues to the general fund of approximately \$4.1 million. We have seen an a dramatic increase in this portion of our revenue over the past several years, which has represented both an increase in usage by our existing customers, but also reflects the positive impacts we are seeing through the addition of large economic development projects such as increasing usage of our Data Centers, additional commercial uses in town, and the

recent expansions we have seen with existing business in our original Industrial Parks on the north end of the community. We continue to expect that to increase in 2021 as we expect to see some continued expansion of load in our data centers, as well as seeing existing industrial customers add on, and residential growth continue.

It should be noted that in that total Electric PILOT Fee above, that we do program just under \$50,000 of that to come from Minnesota Valley Electric Cooperative and Xcel for their PILOT in 2021, with development of the first building at the Southwest corner of the intersection of 212 and Engler Boulevard now completed, and the addition of a PILOT fee from MN Valley Electric Coop Services in the Chevalle neighborhood. This PILOT fee to the other providers in Chaska is something that we would plan to fully implement in 2021 to make sure that as we see new development in our community, that users in other provider's territories are seeing a PILOT fee as if they were in Chaska Electric's territory.

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



Charges for Services

Charges for services are those revenues that support City derived from charges to individual users for services, other governmental agencies, or inter-fund charges for administrative services. These would include payroll, finance, administration, and Human Resources costs to our Enterprise Funds (i.e. Electric, Sewer, Water, CCC, etc...). For 2021, charges for services are programmed to be \$3,900,370 as compared to \$3,673,078 in 2020, or an increase of \$227,292. This increase in charges for services is occurring to help us keep up with the actual cost of service the General Fund is providing to our other Enterprise Funds. This includes all our Administrative Services, Human Resources and Administration. In 2020, we also added a contribution from the Enterprise Funds to the overall Building Maintenance Division Budget, which started at \$125,000 in 2020. This amount would be planned to stay at \$125,000 for 2021 as we are planning to delay the second phase of our Staffing Study implementation (of which the building maintenance was included) until 2022. For 2021, most of the \$227,292 increase is for the \$200,000 that is being contributed from our Utility Funds to the General Fund to support our efforts to increase our General Fund Reserves. Combining this with the additional \$100,000 tax levy component will allow us to budget for an increase in our General Fund Reserve in 2021 of \$300,000.

General Fund Expenditures:

General fund operating expenditures are forecast to be \$20,107,676 which is an increase of 6.94%% over the revised 2020 Operating Budget. It should be noted that the 2020 budget numbers shown here are the revised expenditures after we amended the budget in early July to account for COVID-related changes. The original expenditure budget for the General Fund in 2020 was \$19,009,708. Based on that original budget, the increase in expenditures for the 2021 budget is 5.78%.

In preparing the 2021 budget the following general assumptions were used for the operating budget:

- *Utilize budgeting objectives developed*
- *Increase in the tax levy by 3.53% due to new growth and inflation, with an additional \$300,000 (3%) levied to fully fund our CIP Program in 2021, \$100,000 (1%) to support efforts to increase our General Fund Reserves, and \$100,000 (1%) to address funding the finding of our Community Policing Study*
- *Delay implementation of the second year of our Staffing Gap Study until 2022*
- *Operational costs up 1% in 2021*
- *Personnel salaries up 1.5%, with employer benefit contribution seeing 0% increase in 2021.*
- *Assume continuation of our Street Reconstruction Program, with the 2021 project targeted to be Walnut Street from 4th Street to Highway 61, and the one block of 5th Street between Highway 41 and Walnut Street (this will be in preparation for the 2022 reconstruction of Highways 41 and 61)*
- *Replace the 6th Street bridge in Downtown Chaska utilizing bond funds received from the State of Minnesota in the Bonding Bill*

- *Continue contract with City of Carver for shared recreational services, bringing in additional \$66,611 to support our recreational services (this is up from the \$51,000 we used to generate with us now being able to look at actual usage of the contract by Carver residents.*
- *Continue with \$12,000 expense in 2020 for "Scholarships" to support large community activities utilizing our new banquet facility (\$1,000 per month)*
- *Fully fund the Equipment Replacement Schedule for 2021 (most of this occurred through the sale of Equipment Certificates in 2020)*
- *Assume we are building up our General Fund reserves*
- *All other items in budget to remain unchanged*

Department	2019 Actual	2020 Budget	2021 Budget	Increase	%Increase
Council	\$166,212	\$132,407	\$145,078	\$12,671	9.57%
Communication	\$92,698	\$99,747	\$112,115	\$12,368	12.40%
Administration	\$1,007,887	\$840,367	\$866,591	\$26,224	3.12%
Human Resources	\$0	\$268,201	\$286,290	\$18,089	6.74%
Elections	\$10,063	\$42,583	\$5,402	-\$37,181	-87.31%
Admin Serv-Finance	\$1,679,051	\$1,691,826	\$1,666,915	-\$24,911	-1.47%
Admin Serv-IS	\$1,164,825	\$1,287,435	\$1,291,865	\$4,430	0.34%
Legal	\$117,798	\$80,000	\$80,400	\$400	0.50%
Community Dev.	\$934,980	\$1,040,727	\$991,220	-\$49,507	-4.76%
Engineering	\$416,046	\$393,319	\$480,685	\$87,366	22.21%
City Hall Bldg	\$218,583	\$229,735	\$239,710	\$9,975	4.34%
Building Maint Div	\$0	\$261,142	\$476,253	\$215,111	82.37%
Police	\$4,537,848	\$4,660,754	\$5,131,256	\$470,502	10.09%
Fire	\$1,916,724	\$2,306,143	\$2,123,571	-\$182,572	-7.92%
Civil Defense	\$4,880	\$5,728	\$5,756	\$28	0.49%
Public Works Admin	\$346,527	\$364,719	\$417,742	\$53,023	14.54%
Streets	\$1,582,319	\$1,895,298	\$1,880,342	-\$14,956	-0.79%
Snow Removal	\$324,127	\$248,302	\$247,430	-\$872	-0.35%
MSB Building	\$242,724	\$232,202	\$235,081	\$2,879	1.24%
Park Maintenance	\$1,164,298	\$1,132,760	\$1,218,315	\$85,555	7.55%
ISD 112 Maint	\$30,743	\$36,183	\$37,205	\$1,022	2.82%
Tree Control	\$27,564	\$37,597	\$40,720	\$3,123	8.31%
Parks Admin	\$511,710	\$549,578	\$541,424	-\$8,154	-1.48%
Parks Youth	\$161,916	\$164,406	\$182,178	\$17,772	10.81%
Parks Adult	\$99,296	\$73,716	\$97,619	\$23,903	32.43%
Firemen's Park	\$168,162	\$17,034	\$121,664	\$104,630	614.24%
Parks Skating Rink	\$9,406	\$11,713	\$11,670	-\$43	-0.37%
Unallocated	-\$1,510,782	\$699,141	\$1,173,179	\$474,038	67.80%
Total	\$ 15,425,605	\$18,802,763	\$20,107,676	\$ 1,304,913	6.94%

From a CIP perspective, with the additional \$300,000 in levy to meet the projected gaps in this budget, 2021 will be the fifth year we will be able to fully fund our Capital Improvement Program, with \$1,000,000 now being dedicated to the plan. This allows us to be able to program the exact projects we will be undertaking on an annual basis to support our overall Capital Improvement Program. For 2021, the following projects are planned to be undertaken:

- Street Overlay: \$475,000
- Trail Upgrades/Overlays: \$60,000
- New Pedestrian Bridge on Main Trail to replace failing culverts: \$60,000
- Fire Station Entry Sidewalk Replacement/ADA Issues: \$50,000
- MSB Annual Door/Hoist/General: \$45,000
- Sports Court Resurfacing at Chaska Town Course: \$30,000
- Cortina Woods Park Rehab: \$135,000
- Clover Hockey Rink Rehab: \$70,000
- Lion's Park Shelter: \$75,000 (partner project with the Chaska Lions)

Based on this, and the other changes that were listed above, the level of expenditures we are recommending to the budget would allow us to meet our budget and service objectives set for the 2021 budget process, while also keeping us very low from a tax perspective in the entire Twin Cities Metropolitan Area. With the uncertainty of the impact of the COVID impact in 2021, we will continue to keep a close eye on our budget during the year, like we did in 2020, and be prepared to come back with a budget amendment to balance the budget should some assumptions not materialize during the course of the year. We will continue to have to be nimble in this regard until the pandemic is over.

Specific Department 2021 Activities

Administration

For 2021, we do not have any new positions or programs budgeted, with the positions budgeted being the same as we saw in 2020. Two positions that were on the docket to be added as part of the Staffing Study is an additional HR Technician and an Economic Development Technician position. The HR Tech was scheduled to be added in the first year of the Study implementation in 2020 but was delayed when we amended the budget in early July and eliminated this budgeted position. The EDA Technician was scheduled for the 2021 budget. Both positions are planned to be added in 2022 if we can resume our Staffing Study implementation in that year.

Administrative Services

Budgeted staffing levels for the Administrative Services Department will remain steady in 2021. As part of the Staffing Study, it was identified that the IS portion of this department is short 1 Network Analyst position. With the delay in the Staffing Study, we have this position being implemented in fourth year of the Staffing Study implementation in 2024. It should also be noted that there is one vacant Administrative Support position in this Department that has been vacant since a retirement. We plan to keep this position vacant through 2021 and wait until 2022 to refill.

Community Development

As indicated previously, we do anticipate continuing to see a steady amount of residential building activity in the community in 2021, but expect that the Commercial/Industrial activity will continue to be slow during the upcoming year due to uncertainties in the market with COVID. Because of that, we did reduce our budgeted building permit revenue down by \$300,000 to a total of \$700,000 for the year. While we are seeing less activity in C/I, our Building Inspectors remain very busy with a number of people using this time to make improvements (decks, roofs, pools, additions, etc...) to their homes. Between our steady residential growth and these smaller but high quantity project, we do see the staffing level in our Building Inspector division to be sufficient for 2021.

The addition we see coming into the department is a second City Planner position, which was identified in the Staffing Study. This is something that is needed given the level of our planning activities in Chaska, but we do not have it coming on-line until 2022, as we would want to see the planning activity recover post-pandemic before we would hire this position.

In the Engineering Department, the Staffing Study does show the need for 1 additional position in the Engineering Department, which would be an Assistant Engineer position. We do not have that planned to come on-line until 2023. There are no planned additions in the Engineering Department for 2021.

Police

As we have discussed during the budget process this year, the Police Department did go through a thorough process this year to evaluate needs in the department based on Community feedback. There was a process that was initiated during much of the social unrest in the early part of the summer. While there were many long-term findings that we will work to incorporate into the department's practices and procedures, there were four items that were identified that Staff is recommending we address in the short term to make sure we are heading in the right direction. These include requiring 40 hours of Critical Incident Training for all of our Sworn officers in the department, reinstituting the VITALS Application in Chaska which provides critical information to officers about underlying conditions of an individual as they respond to a call which could influence the outcome of the call, reinstituting membership in the Southwest Metro Drug Task Force next year, as we have seen a large increase in narcotics use in the community over the last year, and to add an additional Patrol Sergeant position, as we now find that only 55% of our shift are covered by a direct supervisor. With many young officers now part of our department, these supervisor relationships are critical for accountability, and to provide on-the-job training and mentorship opportunities. The addition of all these efforts would add \$100,000 to the budget for 2021.

Fire Department

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

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

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

It should be noted that during the COVID 19 pandemic, we have been able to move to duty crews most every night of the week until 10 pm. With the majority of our calls being able to be responded to by a crew of 4, we have been able to avoid a significant number of "all calls" during this time period, which is an event where all available personnel are requested to respond. The reason we have done this is to avoid exposure issues within this Department. Early on in the pandemic, we were able to learn from issues that were encountered at a Fire Department in Kirkland, WA where they had to quarantine 25 of their personnel from one department because they were all exposed to COVID within the station. For that to occur in Chaska would effectively close our operations at the Fire Department and would require us to rely exclusively on mutual aid. There were a couple of cities in our immediate vicinity that ran into this situation which required them to close their facility completely for a 14-day period. We have used the duty crews in the evening hours and our full time staff during the day time hours to accomplish this, with us being successful in eliminating a large number of "all call" situations which are very risky for COVID exposure issues. We have submitted these additional costs to FEMA for 2020 and hope to see these incremental costs be reimbursed. We plan to continue with this practice as long as we can during this pandemic period.

In the 2018 budget we made another significant change to the department by budgeting the addition of two new Rental Inspectors/Fire Fighters to the Department. The primary function of these employees is to help bolster our Rental Inspection program, as that area of services has been on the rise as more single-family homes were converted to rentals during our last economic downturn. As mentioned

previously, an added benefit of these employees being in the Fire Department is that they add two additional fire fighters at the station during daytime hours to be able to respond to fire calls. Given that this is the most difficult time for the City to staff with Paid On-Call Fire Fighters, this will continue to help us maintain our volunteer-based department. This has been a great addition to this department and is continued to be included in the 2021 budget.

The Staffing Study did not identify a current gap in this department but did identify that when we are fully developed that we will likely need the equivalent of an additional 10 FTEs in the department. How we Staff these positions over time to most effectively and efficiently utilize our resources will still have to be determined, but it is something that we will have to plan for implementation over the next 20 years as we reach full development. It is likely that much of the information we have gathered through use of duty crews will help us in making a final decision on how to permanently staff this department when the community is fully developed.

Public Works

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

The largest item identified as a need in the Staffing Study was the need for the City to dedicate more resources to our Building Maintenance Activities. This is especially true as our facilities have continued to age, and we have not always put the proper levels of resources necessary in the past to keep these buildings in good condition. As the Council is aware, the City did move in 2020 to centralize all its Building Maintenance Activities to one central Division, which we currently house in the Public Works Department. Ultimately, the Staffing study would show that this Division will have 6 dedicated full-time Staff to address building maintenance, with the ability to centralize it in one area so that we are able to maintain all of our facilities in a similar manner, and take advantage of purchasing power by bringing service contracts under one area of the organization.

While we did need to put a hold on our Staffing Study implementation in 2020, and have delayed additional implementation steps in the 2021 budget, we were able to accomplish the hiring of a Building Maintenance Foreman, along with a Building Maintenance Lead and a Building Maintenance Worker in 2020. We were also able to fund the first \$125,000 of a Building Maintenance Division budget in 2020, a budget that will grow to \$500,000 annually by the time we have fully implemented our plan by 2024. While we are delaying the next phase of implementation in 2021, we were able to keep these three Building Maintenance positions in the 2021 budget along with the first \$125,000 we set aside as a budget for this division. When we restart the implementation of the Staffing Study in 2022, we will work over the remaining 3 years

to both fill the other 3 positions as well as add \$125,000 per year to this division's operations budget to get it to the full amount of \$500,000 annually.

Recreation

Although functionally, the Recreation Department, Community Center and new Curling/Event Center are in essence combined, Recreation Administration and Programming are budgeted as separate General Fund activities. Having them functionally work together does create efficiencies, which has kept our Park and Recreation expenditures significantly below the State average for communities our size. In 2021, we plan to continue to have our Park and Recreation Director, our Recreation Manager, our Recreation Coordinator, the Recreation/Special Events Coordinator and Athletics Supervisor all funded fully out of the General Fund, with a portion of other support positions allocated to the General Fund. The Staffing Study did not identify any gaps in our overall staffing levels for recreation, and Staffing levels will remain unchanged for 2021 and into the near future. It should be noted that the portion of the support position in the General Fund that became vacant through retirement will remain unfilled in 2021 in both the General Fund and Community Center budgets to help balance the budget for this upcoming year.

Community Center Budget

For the Chaska Community Center, 2021 will be its 30th year of operation. As the Center has evolved, we are confident that it has addressed its mission *of being Chaska's community gathering place, while providing an opportunity to run into people you know*. The objectives of the Community Center are:

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

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

Because the Chaska Community Center has not relied on any tax levy for support, it has had the effect of being a significant factor of what has kept our General Fund tax levy low. This has occurred financially by the CCC taking on many of the City's recreational functions that would normally be covered in other communities by tax levy support. This is especially true for the expense of Recreation Staff members who are providing programming in many different venues outside of our Community Center. While this has provided many efficiencies that have kept our overall City costs for the facility low, over the past 5 years this has become a major limiting factor in the Community Center as the facility has aged and we have not had the cash flow to be able to accommodate all of the needed upkeep work on the facility.

To put this in perspective, the Statewide average for Park and Recreation expenditures per capita supported from tax levy is \$104 per capita. This is for cities ranging in population from 20,000-100,000 residents. In Chaska, our tax levy supported portion of Parks and Recreation was \$38 per capita in the 2019 Audited year. This is a large reason we can have such a low overall tax levy in the City of Chaska, while at the same time providing a high level of service to our residents. However, this has become a big issue within the Community Center, as this facility has in essence subsidized general Park and Recreation services in the community, while at the same time trying to account for all of the current and future costs for owning and operating this facility. A key indicator of this has been the fact that the Community Center depreciates by

\$750,000 without us being able to fund this depreciation. This means that as our asset is consumed, we have not been able to properly reinvest back into the facility to deal with replacing and maintaining key aspects of this facility. This is especially becoming a problem as the Community Center has aged and has forced us to use funds like the Electric Fund to take on some of these necessary expenses.

This is a key factor that we need to take into consideration as we move forward financially planning for this facility's future.

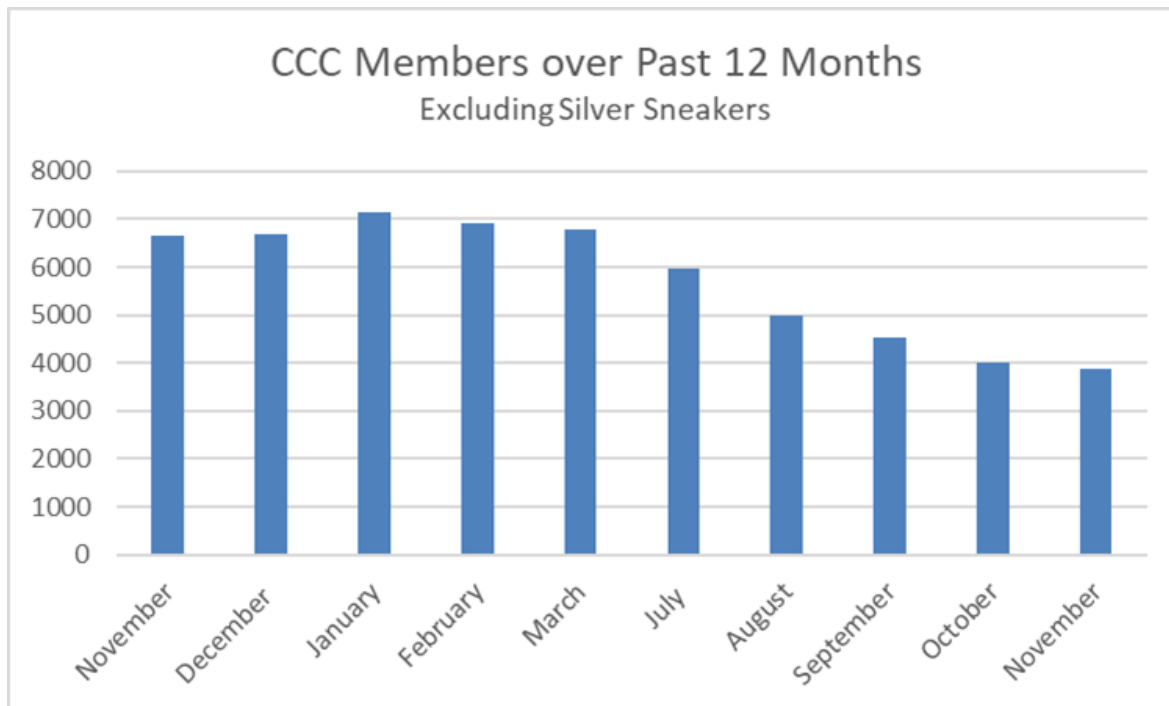
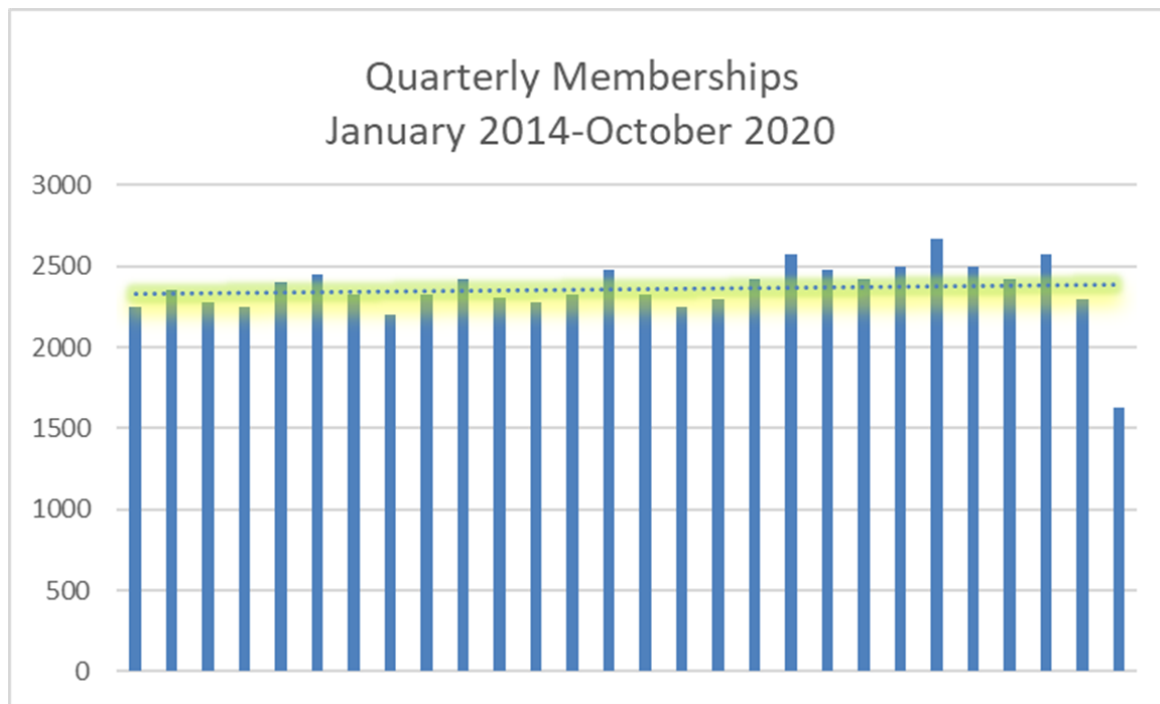
Impact of COVID 19 Pandemic on Community Center

Of all our facilities within the City of Chaska, the Community Center has been hit the hardest financially from the impacts of the pandemic. This is been both because we have been forced to close our facility through Executive Orders coming from the State of Minnesota twice during this past year-totaling 4.5 months of closure throughout the year, but we have also been limited to 25% capacity in the facility in the months that we have been able to be open. This has led to not only to a number of patrons dropping their memberships at the facility, but has also led to financial losses from the City needing to extend memberships by the amount of time we have been closed at no additional cost to our members.

Our first closure came in the last week of March, with us not being able to re-open the facility until July 7th. When we did open July 7th, it was at 25% capacity for four major areas of the facility, including the Fitness/Weight Center, Lap Swim, Open Swim, and the Ice Arena. We were only able to hold a limited number of fitness classes, and we were not able to restart any of our Recreation programming, which is a large reason people are members and visit the Community Center Facility. The Community Center once again was forced to close on November 21st for at least 4 weeks, with an expectation that this will take us through the end of 2020.

To help control expenditures during this time we have had to furlough all part-time staff, and we will be having our full-time staff move into the roles of day to day operation of much of the facility until we start to see things go back to normal.

These closures, and patrons generally having a concern about working out in a public space during the pandemic has led not only to a 37.5% loss in membership revenue just based on the amount of time that we have been closed, but has also led to a loss of approximately 45% of our members who have dropped their memberships until the pandemic is under control. Below is a chart both illustrating where membership number were going over the past 6 years, with us seeing them move in an upward direction, but also the impact we have seen over the past 12 months from the pandemic.



In 2020, we estimate that the pandemic will have a \$1.3 million impact on our overall Community Center budget. While we did receive Federal CARES Funds for the City of Chaska to address issues arising from the pandemic, we were not allowed to utilize this assistance to replace lost revenue. Because of that, we need to turn to our Self-Insurance Fund, which has a current balance of approximately \$4.1 million to help cover these losses.

In 2021, we expect that the pandemic will continue at least until the Spring when it is expected that most people will have the opportunity to be vaccinated, so we can expect that we will see impacts for at least the first 4 months of the year. We are again going to be addressing this by reducing the need for part-time staff and moving full-time Programming Staff into the day-to-day operations of the Community Center. We will not be able to reduce our expenditures completely down to what we expect to see in our 2021 revenues as there is a point at which we reduce our expenditures that it further hampers our ability to attract and retain members.

We will adopt a budget as if it is a normal year, as there may be a second opportunity to receive Federal Assistance in early 2021. This assistance will be based on the gap between what our budget would normally be and what we end up experiencing at the end of the year. We will be prepared to amend the budget during the year if Federal Assistance is not available to mitigate any losses we may see. At this point we estimate that we could see just under \$1 million in deficit for 2021. If we were to not receive Federal Assistance, we would need to turn to our Self Insurance Fund to once again help assist us in getting the Community Center Facility through this time, and back to a time we can expect to see more normal usage.

Aging Facility Creates Additional Needs

While the COVID pandemic is an immediate concern we need to address and get our way through, there are more systemic issues that we need to plan for and address during this budget year to help properly plan for the future of this facility.

While we have been able to keep our tax levy support of our Parks and Recreation Programming very low compared to other communities, and while the Chaska Community Center has been able to be operationally self-supporting over the years with no tax levy support, this has become much more challenging to accomplish as the facility has aged and major improvements have needed to occur. Just over the past 8 years, we have had to complete over \$4 million of improvements to our facility to keep it functioning. Most of this work has involved replacing equipment behind the scenes including items such as our Ice Arena and Pool Mechanical Equipment, with only a portion of this being able to go towards improvements that have been visible and enhanced services for our patrons. Over the time of our first COVID-related closure in the spring of 2020, we were able to utilize our Staff to do many cosmetic improvements to the facility, including painting the entire interior of the facility. We were also able to get improvements completed in the Pool area, with the deck replaced, Caterpillar Slide repaired/repainted, the entire interior room of the pool repainted, and air movement being able to be addressed. The challenge with all of these improvements is that most of the costs have had to be able to be covered from other sources, such as our Electric Fund with annually pays for \$150,000 of the \$275,000 in debt service for these projects because the Community Center has not been able to afford these necessary expenses.

It should be noted that the Chaska Community Center originally cost us \$22.5 million to construct in 1991, and with all the additions we have put onto the facility would be over \$43,000,000 to replace if we were to start from scratch. We depreciate about \$750,000 of this facility annually and have never had a mechanism to properly reinvest back into this asset with us not being able to afford to fund this depreciation from the Community

Center Fund itself. At the very least, our objective should be to fully fund this annual depreciation so that we are able to replace the asset at the same rate it is consumed. With the increased dollars we have had to spend towards building maintenance, and this amount increasing as the facility continues to age, this has impacted our ability both to make the facility operationally self-supporting as we move into the future and to be able to generate cash reserves that can go towards needed facility improvements as it ages.

Comparison to Other Municipal Facilities

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

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

2020 Comparable Facilities	Annual Family Membership-Residents	Annual Family Membership-Non Residents
Eden Prairie	\$1,065	\$1,268
Shakopee	\$630	\$856
Shoreview	\$700	\$880
Williston	\$820	\$1,014
Eagan	\$973	\$1,103
Average	\$838	\$1,024
Chaska	\$565	\$788
Chaska % of Average	67.45%	76.94%
Actual Difference from Average	\$273	\$236

It should be noted that many of these facilities have tax levy support, with the average of membership rates still being significantly lower than our membership rates. With our current Annual Family Membership Rate for residents being at \$565, and the average of comparable facilities being at \$838 in 2020, we are 32.55% below the market for our residential membership rates, with an actual difference from average of \$273. For our non-residents, our family membership rate is \$788 compared to the average of these comparable facilities being at \$1,024, for a difference of 23.06% or \$236 annually. It should be noted that for an individual membership at Lifetime Fitness, it is \$1,188 for a year, with a basic family membership being \$1,788 annually.

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

rates significantly below market for other City facilities, this will be unsustainable as we move into the future.

Five-Year Plan for Membership and Admission Fees

As we discussed during our budget process this year, this was an issue that we discussed during the 2020 budget process, with us identifying a five-year target plan for how to get our membership rates up to a point they are more comparable with other similar City-owned recreational facilities across the Twin Cities. As we discussed, with this being a looming issue, if we want to make the Chaska Community Center financially sustainable into the future, it is important that we develop a plan to address our membership and admission/program rates as we move over the next 5-years if we want to be able to fund some of our most basic facility needs in this aging facility. At the same time, the Council identified that it is important that we continue to provide a facility that residents see a financial benefit for being a member, making it an affordable option for all our residents.

During the 2020 budget process, we did discuss that while this is an issue that needs to get addressed, it is one that we can not take on in just one budget cycle, but really needs to be implemented over an entire 5-year budget cycle. The recommendation that was adopted in the 2020 budget was to increase our membership/rates/program fees by 4.5% for 2020 and 7% annually for 2021-2023, with us then being able to get back to a rate adjustment closer to the rate of inflation of 3% in 2024. As we discussed last year, if we were to do this, our rates would still be 15.5% lower than the comparable averages, assuming they make no changes to their rate structures over the next 5-years. In this sense, this plan allowed us to work towards making our facility more financially sustainable over time, while keeping this a considerable value to our patrons compared to other municipal community/recreation centers.

While we did adopt this plan in 2020, and did move forward with the first 4.5% increase in rates during the 2020 budget year, Staff is recommending that because of the COVID Pandemic, and the significant impact that has had on the Community Center and our patrons' ability to fully utilize their memberships, we feel that we should delay the second year of implementation of this plan to allow the facility to get back to normal before increasing membership costs. While we have demonstrated that we provide a significant value compared to other municipal facilities, our goal for 2021 has to be first to retain the members we have, and second to regain the 40% of members that we lost during the pandemic. Having a rate increase while we are focusing on that goal, and while there are restrictions on what members can access with there memberships would hamper our abilities to rebuild our memberships and potentially impact us in a negative way with retaining our membership base. While we do think we need to continue forward with this plan when the pandemic is complete, we do not think that the 2021 year would be a good time to move forward with this, and that it should be delayed until at least 2022. At the same time, I think that this pause will be a good opportunity to look at this issue holistically as part of an overall visioning/financial analysis of the facility (which I talk about below) and not only look at this revenue issue, but also what tactics and strategies we should look at long-term to not only keep this facility in good physical and financial condition, but to also meet our objectives of keeping this a facility that is accessible to all in our community.

30-Year Anniversary Visioning Study

One thing that Staff feels is critical to complete as part of not only these rate adjustments, but to also understand our facility as a whole, is to go through a Master Planning/Visioning Process to both understand where our residents would like to see this facility go in the future, but to also understand what the physical needs of the facility will be and what the financial impacts this vision will have in the future so we can properly plan for it.

With the Community Center's 30th Anniversary being in 2021, and us having more down time during the first half of the year with reduced use of the facility due to COVID, Staff would recommend that we start early in the 2021 year to commence a Master/Visioning Plan for the facility, looking at what the next 30 years will bring and what we need to plan for to keep the facility both desirous to the public, but also physically and financially sustainable. This planning process would be one that we would want to have user input into to determine what our Patrons would like to see occur in the Community Center going into the future, what services we do not provide that they think we should, what we do provide that they do not see as a high priority, and to come out of it developing an cost estimates and an implementation strategy for how we can work towards these improvements over the next several years. We would see this process not only being an architectural study of the building, but one in which we would engage our City's financial advisors at Baker Tilley to complete a Cost-of-Service study to be able to develop a financially sustainable plan that can be implemented.

Utilizing a Citizen Task Force as part of this process to get good input and community support of this plan, the goal would be to use this plan to demonstrate a "value proposition" into why as a community we should continue investing into this facility. Though this process, we feel that we can continue to demonstrate that we are a great economic value to our Patrons compared to other municipal facilities, while also demonstrating a pathway to accomplish the improvements our Community Center facility will need, and our patrons will want, over the upcoming years.

Community Center Revenues

As mentioned previously, 2021 is going to continue to be another challenging year for the Community Center from a revenue perspective due to the COVID pandemic. This revenue challenge will occur because of two major factors. First, we know that we have lost approximately 40% of our members through pandemic due both to the facility being closed for almost 5 months, and because many members have shown a discomfort working out in a public facility until a vaccine is widely deployed within the Country. Second, with us focusing on retaining as many members as we can, we have needed to put these patron's memberships on hold, meaning that if they have an annual membership in place, we need to provide them with 4.5 months of credit for the time period that we were closed.

As discussed earlier in this section, when establishing our 2021 budget, we are going to be recommending that the Council adopt a budget that assumes revenue collection as if this is a normal year. This is because we want to be ready if there is some kind of

Federal or State Assistance that does become available that we can demonstrate where we would be in a normal year compared to what we actually experience due to the pandemic. As you will see in the chart below, we would recommend adopting a budgeted revenue number of \$4,086,871 for 2021. This would be our expected budgeted revenue number if we would have assumed normal growth in our membership numbers along with implementing the second year of our 5-year rate increase plan (7% in 2021).

While this will be the number that we adopt, you can see below that what we expect to see occur is what we show in the column entitled "Planned 2021". What this column reflects is our expected revenue numbers assuming both a 40% reduction in membership, but also that we have 4.5 months of credit that we will need to provide for those annual memberships that did not drop their membership during this pandemic period. While we will adopt our revenue budget at just over \$4 million in 2021, what we will actually plan to implement will be based on our planned revenue number of \$2,880,210. As you see in the Revenue chart below, we compare this number to our last full normal budget cycle which was in 2019. Compared to 2019, we expect that we will see a decrease of 21% from what we saw two years ago, for a total reduction in revenue of close to \$770,000.

	<i>Actual</i>	<i>Budget</i>	<i>Planned</i>	<i>Regular</i>	<i>Planned vs</i>	<i>%</i>
REVENUES	2019	2020	2021	2021	2019	Change
<i>Member and Admis</i>	\$1,569,760	\$840,740	\$1,126,539	\$1,877,543	(\$443,221)	-28%
<i>Community Events</i>	\$2,370	\$3,000	\$1,500	\$3,000	(\$870)	-37%
<i>Community Room</i>	\$62,452	\$20,000	\$25,000	\$40,000	(\$37,452)	-60%
<i>Craft Rooms</i>	\$32,944	\$14,000	\$17,000	\$30,000	(\$15,944)	-48%
<i>Wellness-Water</i>	\$370	\$500	\$0	\$0	(\$370)	-100%
<i>Wellness-Studio</i>	\$108,756	\$60,000	\$75,000	\$120,000	(\$33,756)	-31%
<i>Rainbow Room</i>	\$4,583	\$577	\$0	\$0	(\$4,583)	-100%
<i>Wellness Programs</i>	\$44,674	\$35,700	\$26,000	\$54,000	(\$18,674)	-42%
<i>Gym</i>	\$37,588	\$26,676	\$25,000	\$50,000	(\$12,588)	-33%
<i>Gym-Batting Cage</i>	\$1,862	\$966	\$1,476	\$1,476	(\$386)	-21%
<i>Gym-Gymnastics</i>	\$22,209	\$12,000	\$11,529	\$22,000	(\$10,680)	-48%
<i>Ice Arena</i>	\$731,717	\$544,695	\$680,198	\$784,948	(\$51,519)	-7%
<i>Maintenance</i>	\$39,586	\$16,380	\$10,000	\$25,000	(\$29,586)	-75%
<i>Wellness-PT</i>	\$27,134	\$15,000	\$15,000	\$35,000	(\$12,134)	-45%
<i>Play Castle/Daycare</i>	\$13,194	\$5,000	\$0	\$0	(\$13,194)	-100%
<i>Treks and Trails</i>	\$84,080	\$60,000	\$64,260	\$90,000	(\$19,820)	-24%
<i>Club Extreme</i>	\$99,987	\$0	\$75,000	\$110,000	(\$24,987)	-25%
<i>Raquetball</i>	\$9,892	\$5,000	\$0	\$0	(\$9,892)	-100%
<i>Swimming Pool</i>	\$10,078	\$8,310	\$10,876	\$16,876	\$798	8%
<i>Swim Lessons</i>	\$100,162	\$75,000	\$75,000	\$100,000	(\$25,162)	-25%
<i>Theater</i>	\$103,556	\$40,500	\$96,000	\$104,650	(\$7,556)	-7%
<i>The Lodge</i>	\$62,384	\$21,465	\$31,494	\$61,794	(\$30,890)	-50%
<i>Birthday Parties</i>	\$37,455	\$11,600	\$17,700	\$37,000	(\$19,755)	-53%
<i>Tot Time Preschool</i>	\$5,921	\$4,000	\$3,054	\$6,000	(\$2,867)	-48%
<i>Before/After School</i>	\$8,795	\$0	\$4,000	\$9,000	(\$4,795)	-55%
<i>Vending</i>	\$39,967	\$20,000	\$20,000	\$40,000	(\$19,967)	-50%
<i>Misc.</i>	\$0	\$2,353	\$3,484	\$3,484	\$3,484	
Total Oper Rev	\$3,264,745	\$1,843,462	\$2,415,110	\$3,621,771	(\$849,635)	-26%
Non-operating						
<i>The Lodge Debt</i>	\$181,000	\$181,000	\$181,000	\$181,000	\$0	0%
<i>COVID 19 Grant</i>	\$0	\$50,000	\$0	\$0	\$0	
<i>General Fund CIP</i>	\$0	\$125,000	\$0	\$0	\$0	
<i>Investment Earnings</i>	(\$46,552)	(\$11,400)	(\$11,900)	(\$11,900)	\$34,652	-74%
<i>Electric fund</i>	<u>\$251,000</u>	<u>\$293,000</u>	<u>\$296,000</u>	<u>\$296,000</u>	<u>\$45,000</u>	<u>18%</u>
Total Non oper	\$385,448	\$637,600	\$465,100	\$465,100	\$79,652	21%
TOTAL REV	\$3,650,193	\$2,481,062	\$2,880,210	\$4,086,871	(\$769,983)	-21%

While memberships and admissions make up a large percentage of the overall revenue that we see coming into the Community Center Fund, I think it is important to recognize some other significant sources of revenue that help support the Community Center Fund, which fortunately have seen little impact from COVID due to them being dollars generated through leases/agreements for space in the facility, or are annual contributions made through the Electric Fund. Below is a listing of the other key revenues that support the Community Center Facility:

- St. Francis/Capable Kids-Receive approximately \$180,000 annually to lease space on the north end of the building
- Breakaway Academy: \$80,000 annually to lease space in the lower level of the building
- Alphabet Junction Preschool: \$48,000 per year

- ISD #112: Makes payments to the City of Chaska in the amount of \$44,700 annually to support the debt service for adding onto the building to make Girls Locker Rooms for the Chaska/Chanhassen Girls Hockey Program. This continues for 15-years starting in 2020
- Breakaway Ice Program (separate from the School)-Rents approximately \$13,000 of space within the Ice Rinks annually for its programming. In addition, they also rent additional ice time that is above and beyond this number
- Electric Fund Transfers to the Community Center to support the following:
 - \$100,000 annually since the facility opened in 1991 to help offset the costs of improvements in the building
 - \$182,000 annually supporting the Debt Service for The Lodge-debt is retired in 2027. Would plan to keep these dollars in the CCC after debt paid to help support reinvestment back into the facility
 - \$150,000 annual support toward the total \$275,000 debt service for the Pool and Ice Arena mechanical improvements-debt is retired in 2033. We would plan to keep this in the CCC Fund to help support future improvement projects

Other than these major sources of income, our memberships and admissions, the remainder of our revenue for the facility comes from user fees paid to participate in programs, swim lessons, classes, and purchased from our vending machines.

Expenditures

From an expenditure perspective, we are approaching the budget the same way as we are with our revenues. While Staff is recommending that we adopt our budget based on what a normal year would look like so that we can demonstrate what type of losses we have experienced due to COVID for potential Federal or State Assistance, we are also recommending a "Planned 2021" expenditure budget which incorporates the changes we think we need to make in 2021 to help mitigate any losses we may experience.

If we look at our Regular 2021 expenditure number, you can see in the chart below that we would budget planning to have our expenditures in 2021 be \$4,086,871. This would represent about a 3.5% increase in our expenditures from our 2019 budget two years ago, as this is the last typical budget we can compare to. We would anticipate that we would see little changes in staffing, except for combining some functions of Part-time staff to make them more efficient. We would also see some Capital Improvements that need to be made to the facility over the course of 2021. Under normal budget circumstances we would be budgeting for a balanced budget, but would not see our depreciation being funded, meaning that we would still not be able to accomplish funding the replacement of our depreciating assets in the Community Center facility on a regular basis.

While we are recommending that the Council formally adopt the Regular 2021 expenditure budget, we have developed a Planned 2021 expenditure budget which we will use as a reference for how to move forward with operating the facility in 2021. This planned expenditure number is \$3,878,553, which would be a 1.82% decrease

from our budgeted expenditures in our 2019 budget. Again, we are comparing it to 2019 as this was the last normal year of activity we had in Fund.

Most of the reductions that we are budgeting for in the Planned expenditure budget result in greatly reducing the number of Part time staff that we utilize in this facility. While we currently have most of our Part time staff furloughed now because of the closure of the facility through Executive Order, we are planning on greatly reducing our utilization of part time employees until such time that we start to see our membership numbers increase. While it is not feasible on a long-term basis, we are planning on moving our full-time employees, who would normally be working on developing our Programming for the facility to work the operational jobs throughout the facility such as the front desk and facility maintenance. We hope that this will keep our costs down over the year. We will also be providing less programming during the year, which will reduce our expenditures, but also reduce some of our revenue at the same time.

While we would have liked to be able to plan to reduce our expenditures by the amount of revenue reduction we expect to see in 2021, this is not possible if we want to try to keep our membership base as high as possible during the upcoming year. Unfortunately, many of our costs are fixed costs, and are necessary whether we are running at full capacity or not. To cut some of these services would provide a lesser produce to our patrons and could negatively impact us on the revenue side of the budget. This will be a careful balance we will have to watch throughout the entire 2021 year, with us continuing to look for opportunities to reduce costs during the year with it having a little impact on services as possible.

It should be pointed out that in either the Regular or Planned 2021 Expenditure budget, that we do have Capital Improvements to the facility that will be needed regardless to be able to address needed improvements in the facility that cannot wait to be addressed. These include:

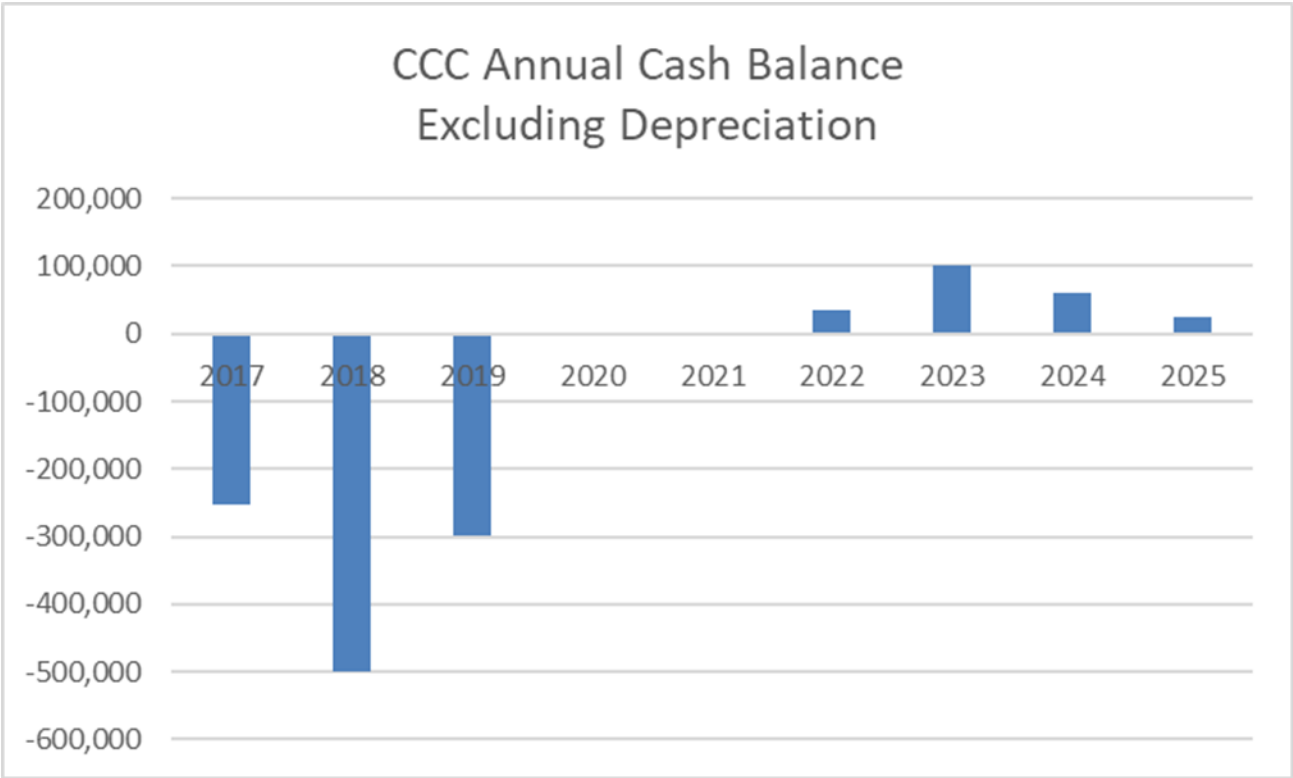
- Resurfacing of Swimming Pool Liner (Dimond Bright) to address algae issue: \$175,000
- Installation of chlorine equipment for Pool (needed with Dimond Bright liner): \$25,000
- Replacement of Ice Resurfacing Machine in Arena with Electric Vehicle (Zamboni): \$175,000
 - Able to be paid for through our Electric CIP Program
- Replacement of broken Air Quality Sensor in Ice Arenas: \$30,000
 - This cost will be covered through the proceeds of the old Zamboni sale

It is these types of improvements that are coming up more frequently with an aging facility that we cannot escape in order to keep the facility and equipment in good order, and why doing a financial analysis on this facility as part of the Master/Visioning Plan is so important.

EXPENSES	Actual 2019	Budget 2020	Planned 2021	Regular 2021	Planned vs 2019	% Change
<i>Admin</i>	\$ 767,466	\$ 743,909	\$ 654,320	\$ 654,320	\$ (113,146)	-14.74%
<i>Events</i>	\$ 4,938	\$ 5,872	\$ 4,396	\$ 4,396	\$ (542)	-10.98%
<i>Craft Rms</i>	\$ 11,712	\$ 7,266	\$ 6,846	\$ 8,846	\$ (4,866)	-41.55%
<i>Well-Water</i>	\$ 2,761	\$ 3,050	\$ -	\$ -	\$ (2,761)	-100.00%
<i>Well-Studio</i>	\$ 53,652	\$ 42,612	\$ 27,851	\$ 30,851	\$ (25,801)	-48.09%
<i>Front Desk</i>	\$ 146,669	\$ 116,224	\$ 64,585	\$ 101,585	\$ (82,084)	-55.97%
<i>Well- Prog</i>	\$ 34,203	\$ 27,544	\$ 16,794	\$ 18,794	\$ (17,409)	-50.90%
<i>Gym</i>	\$ 29,591	\$ 18,455	\$ 10,861	\$ 16,361	\$ (18,730)	-63.30%
<i>Bat Cages</i>	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Gymnastics</i>	\$ 14,882	\$ 16,259	\$ 7,751	\$ 11,751	\$ (7,131)	-47.92%
<i>Ice Arena</i>	\$ 224,126	\$ 298,712	\$ 263,464	\$ 272,464	\$ 39,338	17.55%
<i>Maintenance</i>	\$1,247,306	\$1,126,514	\$1,295,492	\$1,321,992	\$ 48,186	3.86%
<i>Cycling</i>	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Personal Train</i>	\$ 42,924	\$ 26,726	\$ 16,254	\$ 21,254	\$ (26,670)	-62.13%
<i>Wellness Add</i>	\$ 123,601	\$ 127,947	\$ 126,933	\$ 126,933	\$ 3,332	2.70%
<i>Play/Daycare</i>	\$ 77,217	\$ 42,147	\$ 26,156	\$ 36,156	\$ (51,061)	-66.13%
<i>Treks& Trails</i>	\$ 106,372	\$ 102,183	\$ 80,240	\$ 87,175	\$ (26,132)	-24.57%
<i>Club Extreme</i>	\$ 86,832	\$ 37,022	\$ 61,464	\$ 61,464	\$ (25,368)	-29.22%
<i>Raquetball</i>	\$ 815	\$ 154	\$ -	\$ -	\$ (815)	-100.00%
<i>Swim Pool</i>	\$ 408,335	\$ 497,870	\$ 452,560	\$ 467,000	\$ 44,225	10.83%
<i>Swim Less</i>	\$ 34,539	\$ 26,435	\$ 19,570	\$ 24,750	\$ (14,969)	-43.34%
<i>Theater</i>	\$ 13,519	\$ 1,750	\$ 7,527	\$ 7,527	\$ (5,992)	-44.32%
<i>Lodge</i>	\$ 130,129	\$ 218,771	\$ 155,497	\$ 232,680	\$ 25,368	19.49%
<i>Birth Party</i>	\$ 3,368	\$ 1,711	\$ -	\$ -	\$ (3,368)	-100.00%
<i>Tot Time</i>	\$ 2,707	\$ 1,644	\$ 2,148	\$ 2,898	\$ (559)	-20.65%
<i>Gen Facility</i>	\$ 98,345	\$ 27,000	\$ 62,000	\$ 62,000	\$ (36,345)	-36.96%
<i>Advent Prog</i>	\$ 102,984	\$ 800	\$ 1,774	\$ 1,774	\$ (101,210)	-98.28%
<i>B/A School</i>	\$ 6,001	\$ 3,655	\$ -	\$ -	\$ (6,001)	-100.00%
<i>Vending</i>	\$ 19,663	\$ 6,000	\$ 10,000	\$ 10,000	\$ (9,663)	-49.14%
<i>Depreciation</i>	\$ 748,506	\$ -	\$ -	\$ -	\$ (748,506)	-100.00%
<i>Debt Service</i>	\$ 153,605	\$ 496,780	\$ 504,070	\$ 504,070	\$ 350,465	228.16%
<i>Transfer Out</i>	\$ 2,341	\$ -	\$ -	\$ -	\$ (2,341)	-100.00%
<i>Other</i>	\$ (748,504)	\$ -	\$ -	\$ -	\$ 748,504	-100.00%
Expenses (minus Dep)	\$3,950,605	\$4,025,012	\$3,878,553	\$4,086,871	\$ (72,052)	-1.82%

Based on our forecasted Regular Revenues and Expenditures for 2021, we are estimating that the facility would break even in 2021. Based on our Planned budget, we would anticipate a deficit of \$998,343. Our hope would be that there could be additional assistance provided from the Federal or State government that could be allowed to help us address this issue caused by the COVID pandemic outbreak, but if there is not this assistance, we would plan on utilizing accumulated funds from our Self Insurance Fund to help cover this gap. This fund currently has a \$4.1 million balance.

Below is a chart that illustrates what happens over the 5-year period to Fund Balances after we make our way through the challenges of 2021 and start to move forward with our planned changes for the remainder of the 5-year period. After our Master/Visioning Plan is completed in 2021, we will have a better sense of other actions we will need to take over the next several years to continue to move this in the right direction.



Town Course Budget

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

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

As we look into the future, this will be the largest single challenge of the course as it has historically been able to operate as a self-sufficient golf course from an operational standpoint, but has had much more difficulty being able to generate a sufficient amount of reserves to cover all future depreciation costs. This has been true industry wide, as the number of U.S. golfers peaked in 2003 at 30.6 million and dropped to 24.3 million in 2019, according to the National Golf Foundation. This number has dropped approximately 1.9 million golfers between 2012 and 2017 but has increased slightly by 500,000 between 2017-2019. While the Chaska Town Course has remained relatively consistent in rounds per year since its opening, it is a national trend we must pay attention to.

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

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

While we think it is important to keep a resident discount in place as we go into the future, it will be much more important for us to look at exactly what this discount is, as having over 50% of our golfers continue to have a 37% discount will not be financially sustainable. This is something that was discussed during the 2020 budget process and which we discussed with some of our most-loyal patrons during this past year to identify a pathway to address this issue while still providing a benefit to our resident golfers.

2020 Chaska Town Course Season

With the COVID 19 Pandemic forcing us to keep the Town Course closed until the middle of May due to an Executive Order, the 2020 season started out with the potential to be a very poor season for us with the uncertainties of when we would be allowed to be open, and what type of restrictions we would have to incorporate to play which could also have the affect of reducing rounds. This was especially concerning as we were just coming off two seasons (2018 and 2019) where we saw significantly less rounds during the season due to poor weather conditions in both the spring and the fall. In both years, we had only 29,500 rounds compared to our average 32,000 rounds, with each of these years loosing close to \$100,000 each because of the reduction in play.

While the uncertainty of 2020 could have made this another difficult year, we saw exactly the opposite occurring, with us recording the largest number of rounds ever played at the Town Course in one season at 38,550. This high number of rounds was achieved even though throughout the season we had to create larger gaps between groups teeing off because of social distancing requirements, and with us not allowing carts at the beginning of the season due to concerns of contamination with multiple people in a cart.

Instead, what we found was that two factors greatly influenced the success of the Town Course during the 2020 season. First, we had very good weather the entire season, with it being both hot and dry. That meant that we had very few days that were complete washouts. At the same time, with less people traveling because of COVID, we had more people staying close to home that were looking for a safe, outdoors activity that was close to home. This factor brought more patrons not only to the Town Course, but to all courses throughout the State and Country. This was a very good year for golf because of the restrictions that COVID brought with it. When we complete financials for the 2020 year, we expect that we will see the Town Course having generated a \$400,000-\$500,000 profit.

Depreciation Funding-Continued Reinvestment into Facility

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

allowing the Town Course to take any annual profits and accumulate reserves in this Enterprise Fund.

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

To illustrate this, each year the Chaska Town Course has approximately \$450,000 of annual depreciation cost, which is what we should target to build in cash reserves each year to support future reinvestment/improvements into the course. This depreciation represents the monetary value of how much of the Town Course asset we consumed during this past year. If we do not fund this depreciation, we are not adequately putting back into the course what we take out of it each year. It is a good target for us to use to determine what we should be funding on an annual basis to put back into improvements on the course, or to fund to help support the cost of improvements when they are necessary.

In our last audited financial statements from 2019, the Chaska Town Course showed that if we included Depreciation as a cost, the Course's net Cash Position for the year was (\$400,458). With Depreciation in that year being \$449,264, this means that from an operational standpoint, we ended the year in a positive position with a cash profit that year of \$48,806. In 2018, with a very bad weather year and golf rounds down significantly, the net cash position for the year was (483,000) and our depreciation cost was \$453,000, meaning that we came very close to covering all our operational costs even during a bad year.

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

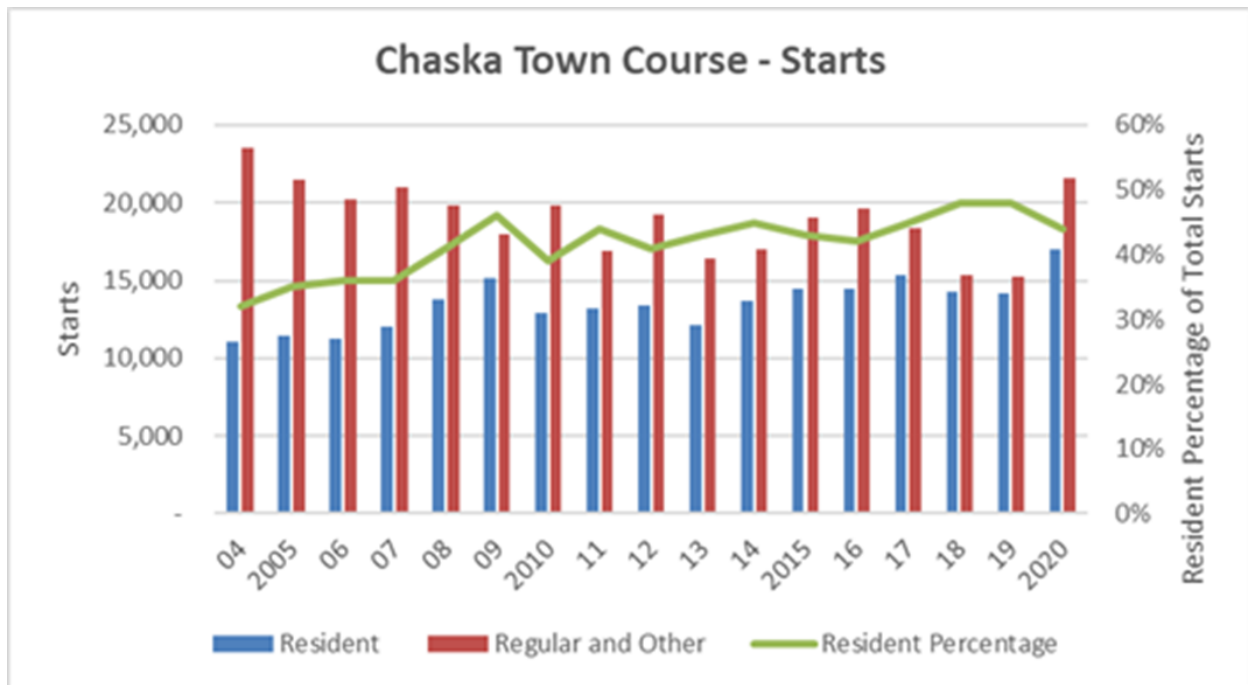
As we discussed during the 2020 budget process, this is an issue that Staff continues to look at to determine the best way to move forward with generating the reserves necessary to support these future capital replacement needs without having to contribute any property tax subsidy. Meeting our financial needs without property tax support is particularly important in the Chaska Town Course Fund, as only a relatively small portion of our residents golf (8% report that upkeep of the CTC is Essential, with 35% reporting upkeep as Important in our last Community Survey) and it would be more difficult to recommend using tax dollars to support this operation when less than a majority of our residents are utilizing this facility.

That is not to say that a significant amount of maintenance work has not been done annually to keep our existing assets in as good of shape as possible. In 2018 and 2019, we included approximately \$200,000 in work to replace the sand and drainage system in our bunkers to help improve the play on the course. In 2016, we also made a significant reinvestment back into the kitchen of the Clubhouse to make it more usable for Oak 19 to operate their business, which has been very successful. We also make sure that we are regularly replacing our maintenance equipment, which has a large impact on the condition of the course daily, and have been reinvesting back into our Cart Paths through overlay efforts taken on by our Public Works Department. However, as we move further into the future, we will have to start looking at assets such as our Clubhouse facility and how we rehabilitate them to address the toll that many years of service will put on a building and on the course in general.

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

Resident vs Regular Rates

Perhaps the largest item that Staff has focused on while putting together both the 2020 and 2021 budgets for the Chaska Town Course is looking at the split between resident and regular play at the Course. As mentioned previously, when the Town Course first opened, approximately 70% of our rounds came from non-resident play. As our community has grown, we have seen this non-resident regular rate play drop to 50%. While this has been great for meeting our mission of having this be a premier community gathering location, it has made it very difficult from a financial perspective to keep the Chaska Town Course financially sustainable going into the future with our residents now seeing a 37% discount from our regular rates. Having over 50% of our patrons see this deep of a discount is not something we can continue to do if we want to have this course be both operationally self-sustaining and be able to reinvest back into the course as it ages. Below is a chart illustrating the changes we have seen in resident vs. non-resident play since 2004 to illustrate the changes we have seen:



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

This discussion with regular resident patrons did occur last January and resulted in a significant amount of good feedback that has led to much or recommendations for where to go with rates over the next few years. Some of the feedback received included:

- They understood the importance of making this a financially stable facility and understood the changes in demographics we have seen at the Town Course over the past several years
- They felt it was important that we reinvest back into this facility and understood that to do this the course needed to be financially strong
- They understood that a 37% discount was likely too much, but asked that we not let it get lower than a 20% discount
- They understood that not all Chaska residents are golfers and that it would be difficult to expect others in the community to support the course if they saw/perceived no benefit
- While they understood changes needed to be made, they asked that we give special consideration to the residents who are frequent customers of the course
- They appreciated being asked their opinion on this before we just moved forward

Based on these discussions this did help us in developing conclusions both on what we should ultimately be targeting for resident discounts when we have fully made changes to our rate structure, but we also recognized that there was a way to provide a better benefit to our most loyal resident patrons, while keeping our highest revenue generating times (weekends) open to maximize the revenue we generate during these times.

Specifically, what we recognized is that our most loyal resident golfers were playing during the weekdays both because they play in a league, but also because most of them play multiple times per week. At the same time, we recognized that the weekend tee times represented a time we have no issues selling tee times, and that we do not typically see as many residents during the weekend times because of how busy it is.

Based on this feedback from these resident patrons, and from looking at the sales data from the Town Course's history, we were able to generate the following rate recommendations for how we approach structurally changing our rates over the next few years to work towards economic sustainability of this facility. The following are the main components of this recommendation:

- Continue to view this change as a 5-year implementation to allow patrons to ease into this change
- With most of our regular resident patrons playing during weekday times, (i.e. Leagues and evenings), provide a greater discount to residents during these time to recognize them for their loyalty and to financially incent them to play during these times so we can keep our higher rates on the weekends when we have no issues selling tee times
- Target that by the end of our 5-year implementation period (2025) that we have resident rates set based on the following guidelines:
- Do not allow resident rates to go below the average for local courses (i.e. Dahlgreen, Bluff Creek, Deer Run, etc...) as these are not as quality of a course
- Keep our cart rental competitive with the market for both residents and non-residents

Based on these guidelines, Staff is recommending generally increasing weekday rates for residents by \$1 for 2021, with the weekend rates for residents going up by \$4. Non-resident fees would go up by \$1.75 for weekday rounds and \$2 for weekend rounds. Cart fees would go up by \$1 for all categories of golfer. We would still be well below the resident targets set above, and more benefit would be going to our residents who golf on weekdays. Based on that recommendation, below are two charts both showing our rates compared to High-End Courses as well as a second chart comparing our proposed rates to area golf courses:

Comparisons to High-End Courses

Top Public 18 Hole	18 Hole Green Fee		18 Hole Cart Fee	Twilight GF	Twilight Cart Fee	Fall Green Fee	Fall Cart Fee
Edinburgh	WD \$58.00	WE \$58.00	\$19.00	\$30.00	\$14.00	\$42.00	\$14.00
Stoneridge	WD \$59.00	WE \$72.00	\$20.00	\$69.00	\$20.00	\$65.50	\$20.00
The Wilds	WD \$79.00	WE \$79.00	\$18.00	\$46.00	\$18.00	\$60.00	\$18.00
Meadows at Mystic	WD \$110.00	WE \$125.00	Included in price	\$70.00	Included in price	\$70.00	Included in price
Rush Creek	WD \$119.00	WE \$119.00	\$20.00	\$69.00	\$20.00	N/A	N/A
Troy Burne	WD \$65.00	WE \$88.00	\$20.00	\$65.00	\$14.00	\$65.00	\$14.00
Legends	WD \$90.00	WE \$90.00	\$15.00	\$65.00	\$10.00	N/A	N/A
Average	\$82.86	\$90.14	\$18.66	\$59.14	\$16.00	\$60.50	\$16.50
Average (less High/low)	\$80.60	\$89.60	\$19.25	\$62.80	\$16.50	\$63.50	\$16.00
CTC Non-Resident	\$68.25	\$74.00	\$20.00	\$51.00	\$15.00	\$54.00	\$15.00
CTC Resident	\$42.00	\$49.00	\$20.00	\$38.00	\$15.00	\$38.00	\$15.00
2021 Regular Rate	\$70.00	\$76.00	\$21.00				
2021 Resident Rate	\$43.00	\$53.00	\$21.00				

Comparisons to Area Golf Courses

Local 18 Hole	18 Hole Green Fee		18 Hole Cart Fee	Twilight GF	Twilight Cart Fee	Fall Green Fee	Fall Cart Fee
Ridges Sand Creek	WD \$42.50	WE \$47.50	\$16.00	\$30.00	\$9.00	N/A	N/A
Stonebrooke	WD \$70.50	WE \$79.50	Included in price	\$57.50	Included in price	\$61.00	Included in price
Deer Run	WD \$59.00	WE \$59.00	\$17.00	\$40.00	\$10.00	\$40.00	\$10.00
Dahlgreen	WD \$43.00	WE \$46.00	\$19.00	N/A	N/A	\$33.50	\$19.00
Bluff Creek	WD \$40.51	WE \$45.63	\$17.00	\$31.43	\$7.22	\$35.50	\$15.00
Average	\$51.10	\$55.53	\$17.25	\$39.73	\$8.74	\$42.50	\$14.67
Average (less High/low)	\$48.16	\$50.83	\$17.00	\$35.72	\$9.00	\$38	\$15.00
CTC Resident	\$42.00	\$49.00	\$20.00	\$38.00	\$15.00	\$38.00	\$15.00
2021 Resident Rate	\$43.00	\$53.00	\$21.00				

Revenue Projections for 2021

Based on the changes that we are recommending for rates next year, for 2021, we are forecasting total revenues of \$2,330,700. This compares to the budgeted revenues we had for 2020, which were \$2,169,300, for an increase of 7.44%. As discussed previously, 2020 was a very good year for golf, with us seeing over 38,500 rounds. While we would typically budget based on 32,000 rounds, we are still budgeting for less than this based on the two bad years we saw in 2018 and 2019, each of which brought about 29,500 rounds. We do not want to be too aggressive with the numbers we are budgeting, so we are basing our budget on 31,340 rounds for the 2021 year. If we end up generating more rounds than this, this will help in our efforts to building up our cash reserves in the Town Course Fund.

Based on our assumptions, the total 2021 revenues are derived from the following sources:

	Actual	Budget	Budget		
Revenues	2019	2020	2021	Change	% Change
Green fees	\$ 1,299,447	\$ 1,332,000	\$ 1,464,000	\$ 132,000	9.91%
Driving range	\$ 95,931	\$ 100,000	\$ 125,000	\$ 25,000	25.00%
Member fees	\$ 76,474	\$ 75,000	\$ 75,000	\$ -	0.00%
Sale of supplies	\$ 245,865	\$ 314,500	\$ 250,000	\$ (64,500)	-20.51%
Concessions	\$ 44,797	\$ 45,000	\$ 45,000	\$ -	0.00%
Cart rental	\$ 280,956	\$ 292,000	\$ 356,000	\$ 64,000	21.92%
Misc	\$ 62,088	\$ 10,800	\$ 15,700	\$ 4,900	45.37%
Total revenues	\$ 2,105,558	\$ 2,169,300	\$ 2,330,700	\$ 161,400	7.44%

Components of the Chaska Town Course Revenue

A key revenue assumption for the CTC is the green fees schedule, as the greens fees do generate approximately 64% of our revenue. Our strategy has been to have green fees for non-residents consistent with the market for other high-end public courses, while at the same time offering a course for our residents of higher quality and challenge compared to any other area course, at a price that is very competitive. As mentioned previously, based on our efforts to reduce the resident discounts to a reasonable amount over a 5-year period, but to do this in a way that benefits our most loyal Town Course patrons by providing a greater resident discount on weekdays, we are recommending that we see only a \$1 increase for weekday resident rates, with a \$4 increase for weekend resident rates. For non-residents, we would see a \$1.75 increase for weekday rates, with our increase on weekends being \$2. Based on this, the projected Green Fees revenue for 2021 would be \$1,464,000, which would be an increase of 9.91% from the budgeted 2020 amount (our actual numbers for greens fees revenue in 2020 were approximately \$400,000 more than the budget due to the large number of rounds in 2020).

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

In 2018 we purchased a replacement fleet of carts, and included enhanced GIS features, to help keep up with our demand for services on the carts. For 2021 we are once again anticipating that 40% of patrons will continue to utilize a cart, as we have seen over the past several years, and we are recommending that we increase our cart rental fees by \$1 per rounds. This would bring the total revenue in 2021 for cart rentals to \$356,000.

Through our twenty years of operation, the driving range has been a popular element of the facility. One attribute contributing to the success of our driving range is the size of the practice facility, being one of the larger driving ranges on golf courses in the area. For projection purposes, we have assumed that 20% of golfers will use the range before playing and an additional 40 persons per day will come to the facility solely to use the practice complex. Range revenues was budgeted for \$100,000 in 2020. For 2021 we are proposing that we increase the budgeted revenues to \$125,000 as we have seen increased use of this asset.

Pro Shop sales have continued to be strong. Our last audited year in 2019 we saw sales in the Pro Shop of \$245,865, even though we had budgeted closer to \$220,000. In 2021, we continue to expect to see these improve with this being a popular part of the services we provide at the Town Course, and we are budgeting \$250,000.

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

After completing an RFP Process, the City Council did choose to go with the new vendor, Oak 19 Grill. While the Town Course did have to undergo approximately \$150,000 in upgrades to the kitchen prior to the 2016 season to be able to handle a new vendor come into the facility, and to increase offerings to our Patrons, Oak 19 has been a very positive addition to the Chaska Town Course, as we illustrated through their record-breaking first and second years of service. In 2016, Oak 19 had over \$650,000 in sales, making it the highest grossing year for food service in the Town Course's history. We saw very similar sales occurring during the 2017 season. In 2018, despite not being able to open the entire month of April because of weather, they still were able to exceed their budgeted revenue to the City and had the peak months during the summer be record sales for them over the past 3 years. In 2019, despite the less than ideal weather conditions, they continued to exceed our budgeted revenue for the facility, based on our revenue-sharing lease agreement. In 2020, although restaurants were closed at the beginning of the season, they did see a very successful year, with them shifting to a model where patrons order at the Counter and have their food delivered to them. This allowed them to have more control over service to reduce exposure issues for Staff and Patrons but ended up being a very popular service delivery model that they expect to keep in place going into the future. Staff have continued to see very positive reviews from patrons on both food and beverage service in the Clubhouse, along with beverage cart service on the course.

Oak 19 does have their lease expiring at the end of this season and does have a desire to extend their lease into the future. Currently, the lease agreement set up as a revenue share agreement where the Chaska Town Course receives 5.5% of all food sales and 10.5% of all alcohol sales for rent payments on this facility. In discussions about renewing this lease, it has become clear in our conversations that the economics of this arrangement must change to allow them to be successful. While their total sales have continued to go up each year, their increased costs have gone up at a higher rate. This has come mainly because of the shortage of qualified cook staff and wait staff in the Twin Cities, and the premium that they need to pay their staff to get them to work a seasonal position. Based on this, we are going to be bringing back a lease renewal that will recommend making their revenue share be 6% of all food and beverage for this next renewal period. Based on this, we are budgeting to see a lease payment of \$45,000 for 2021.

Operating Expenses

For the Chaska Town Course to be considered a high-end public facility, the turf maintenance needs to be a very high priority. During the past few Golf Seasons, we had some of the best turf conditions since our course opened. This has been confirmed in feedback we have received from golfers in our surveys and helped continue to drive

patrons to our course during the summer of 2020. This is also something that we confirm through our Decision Resources Community Survey, which we just completed a little over a year ago. 92% of the respondents rated the upkeep/maintenance of the Chaska Town Course positively.

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

The maintenance staffing anticipates staffing levels the same as 2020, with five full-time Greenskeepers, plus a Superintendent who is responsible for the maintenance of the Chaska Town Course facility as well as the The Loop when it re-opens in the summer of 2022.

As in the past these full-time positions will be supplemented by eight, six month and six four-month seasonal employees.

The second cost component of the golf course operation is the Clubhouse and its related activities. Our objective is to differentiate the Town Course and Clubhouse operation from other courses through a noticeable difference in its commitment to customer service. Achieving this objective will be significantly affected by the quality, skill and personality of personnel hired to staff the complex. The overall responsibility of the Clubhouse operation is the responsibility of the Club Pro. For 2020, the total Clubhouse expenses were budgeted to be \$906,973. In 2020, we are budgeting a number because of no major capital improvement projects in the Clubhouse for next year. This would bring the total Clubhouse expenses to \$868,548 for 2021, or a 4.24% decrease.

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

At the same time, we have made sure that we replace this equipment in a timely manner, as quality of the course is a key to our success at the CTC. In 2017, we once again sold equipment certificates to help support a purchase we are doing in 2018, which was the replacement of our electric golf cart fleet. The cost for replacing this fleet was \$195,000 and was included in the 2017 Equipment Certificate Bonding that was completed. The debt service to support these purchases is \$152,000 in 2021.

While we do have equipment scheduled to be replaced in 2021, it is limited because we did finance replacement equipment in 2020 for this year that met the requirements for financing. The remaining items to replace in 2021 that did not meet this requirement include 1 sidewinder mower at \$41,000, 1 walk-behind mower at \$7,000, one beverage cart at \$7,000 and 1 Clubcar Carry-all at \$8,000.

Besides these equipment purchases, we do have the bridge on Hole #5 planned to be replaced for \$25,000, replacement of sprinkler components for \$25,000, as well as our annual \$12,000 to fund our cart-path replacement program.

Total budgeted expenses for the golf course operation in 2021 are \$2,312,133, or an increase of 7.63% from 2020.

The following is a summary our expenditure budget for 2021:

	Actual	Budget	Budget		
	2019	2020	2021	Change	% Change
Course Maintenance	\$901,634	\$1,176,648	\$1,117,301	-\$59,347	-5.04%
Course Admin/Clubhouse	\$954,690	\$906,973	\$868,548	-\$38,425	-4.24%
Merchandise	\$172,005	\$173,417	\$174,284	\$867	0.50%
Debt Service (Carts)	\$21,757	\$108,100	\$152,000	\$43,900	40.61%
Transfers Out/Debt Service	\$0	\$0	\$0	\$0	
Depreciation	\$449,264	\$0	\$0	\$0	
Total Expenses	\$2,506,016	\$2,148,138	\$2,312,133	\$163,995	7.63%

Based on this budget, we would expect to see an increase in the Fund Balance of \$18,567, although we hope that this is a conservative number as we have continued to budget a lower-than-average number of rounds played during the year. Given the fact that our Depreciation is approximately \$450,000 per year, this does show what it will continue to be important over the next 4-years to continue to implement our changes to resident rates, until we hit our target of a 25% discount for weekday rounds and a 20% discount for weekend rounds, as opposed to the 37% discount that currently exists.

Utility Fund Overview

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

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

As I will discuss in greater detail through this section of the Budget Report, the main focus in our utilities this year is in the results and implementation of a complete Cost-of-Service study analysis we completed for our Water, Sewer and Electric Utilities. The purpose of completing a detailed cost of service study analysis for our utility funds is to identify all current and future operational needs of each fund, as well as the timely maintenance of our existing systems and new additions to our system needed for future growth to make sure that we have enough financial resources available to support the sustainability of all of our utility systems.

The results of this Cost-of-Service study provide data that can help us in each of our utilities accomplish the following objectives:

- Accurately set our rates (variable costs)
- Accurately set our service charges (fixed costs)
- Equitably set our rate structure to assure that our users are being charged properly based on their usage
- Set rates to encourage desired consumer behaviors to help conserve our finite resources
- Set rates to be able to accommodate all necessary maintenance and improvement activities in the future, ensuring that we have a proper level of reserves available in each fund to make our systems sustainable

The results of a Cost-of-service study give the City a concrete, data-driven analysis to set our rates precisely to accomplish the objectives we have in each fund. If the quantitative results of a Cost-of-Service study are used to set both our current and future rates, as well as the work plan for when improvements or additions to our system need to occur, the results can provide confidence to the City that we are planning for a sustainable system in the future while also keeping our rate structure

competitive. It can also allow for us to plan for changes over a longer period to try to avoid large changes in rates at any given time.

As you will see through a discussion of each of our Utilities in this section of the Budget Report, we did rely on the recently completed Cost-of-Service study findings to drive our recommendations this year, and also to know how we should look at the next 5-year period to be able to spread any needed changes over a 5-year period of time. It would be our intent that we complete a Cost-of-Service study every 5 years to make sure that we are staying up-to-date with any major changes that may have occurred in the community that affect our utilities, and to provide our users with a glimpse of what to expect over an entire 5-year period of time.

I will be talking about the Cost-of-Service study as it relates to each individual Utility Fund throughout this section of the Budget Report as there are different issues and factors that affect each utility. At the end, you will see how we meshed these findings together to try to provide the average user with an overall reasonable overall rate increase for all utilities for 2021, although some utilities may see larger individual changes than others.

Water Fund

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

Because of the large changes that were made back in 2010 with our first Water Rate Analysis, this has allowed our Water Fund to stabilize over the last decade and now allows us in this Cost-of-Service Study to really focus on the fine-tune details of our fund and rate structure to make sure that we are structuring our rates correctly to both meet our future needs but to also make sure that the cost of our services are equitably spread to users that have the greatest impact on our system. As we will discuss in the Water Fund section below, the main findings we had in our Cost-of-Service study is that water usage in general has decreased and that too much of our costs have been allocated into our rates instead of our service fees which cover our fixed costs. Consequently, although we do need to increase our overall revenue to meet our long-term financial needs, a lot of change revolves around the reallocation of fees from our rates, which cover variable costs compared to our service charges which cover our fixed costs that we incur regardless of how much water is utilized in our system.

As you will see in this year's budget for the Water Fund for 2021, we are recommending that we increase our overall rates by 3.26% for our average residential users. However, in that overall 3.26% increase, we are recommending that we see a 5.76% decrease in our actual rates, with a 34.92% increase in our Customer Service Charge. So while the overall increase is relatively modest, what the Cost-of-Service study allows us to do is to properly allocate our charges to the right place so that we are properly covering both our fixed and variable charges.

The other major change that will be discussed in the Water Fund is the decrease in overall water usage that we are seeing in our community, and how that really requires us to change our tiered rate structure to assure that we both have it structured in a way that encourages water conservation, but also puts more of the burden on our water system on those who choose to use more than the average user in the community. When we initially established our tiered water rate structure in 2010, the average residential user in the community utilized 7,000 gallons per month. That number has gone down to 4,000 gallons per month. Consequently, I will discuss in the Water Section of this report how we need to change our tiered rate structure to keep up with this trend.

Electric Fund

From an electric fund perspective, our total rates in 2020, including the Energy Adjustment Clause, averaged 9% lower than Xcel for residential customers and very similar compared to MN Valley Electric Cooperative. This is a better result than what we saw in 2019 where our rates were 7% lower than Xcel and very similar to MN Valley Electric Cooperative. Xcel and Minnesota Valley are our main competitors. It should be noted that more than half of the new growth we will see in Chaska over the next 20 years in Chaska will be in Minnesota Valley Electric Cooperative's territory, with them holding most of our new Commercial/industrial load. Having their pricing closer to Chaska Electric will become a strategic advantage from an Economic Development perspective as we see more property develop in our Southwest Chaska Area in the future.

We do not see this relationship changing very much in 2021, as Xcel has continued to need to request rate increases from the Public Utilities Commission to address major work they have needed to complete on aging infrastructure, and to address the renewable energy requirements imposed by the State, which are even more stringent than the requirements put on municipal and Co-op Electric Utilities. Xcel last year requested a 15.2% increase over a 3-year period. This will continue to keep our rate very competitive compared to Xcel.

As we will discuss in the Electric Fund Section, our Cost-of-Service study looked at many different factors of our current rate structure. Besides making sure that we are able to meet all of our future maintenance and development needs, and maintain an adequate cash balance in the Fund, the major finding in the Electric analysis was very similar to the Water Fund, in that it found that we are currently allocating too much of our cost to our rates, which cover variable costs, and not enough to our service charges that cover fixed costs. Consequently, the recommendation in 2021 will be that our overall rate to our average customers will go up by 2.18%, although our variable rates

will only go up by 1.59%, while the majority of this overall increase will come from an 8.74% increase in our service charge. The study also recommended changing our Senior Discount to a Senior Credit, which is based on the average users in the system, so that this discount is impacting the right customers in our system (Senior's on a fixed income), and not just providing the discount because someone is a Senior.

Sewer Fund

From a sewer perspective, a major factor that drives our cost of service is our charge from Met Council for treatment of our sewage. This is a fee that is charged to all municipalities in the Twin Cities that are on Metro Sewer, which means that we see similarities between Metro municipalities in Sewer Rates due to the treatment being centralized with the Met Council. Our Met Council rate for 2021 is scheduled to go up by 1.4% to \$2,713,317. This is a fixed charged that we know before the budget year has begun.

As for our Cost-of-Service study findings in the Sewer Fund, we once again found that our focus needs to be on setting our fixed service charge correctly as we have not necessarily allocated our costs equitably in the past. From the Cost-of-Service Study it is being recommended that we increase our overall rates for the average customer by 7.36%, with the actual usage rates going up by 3.19% and the service charge going up by 22%. So once again, the focus is on getting that fixed service charge set correctly to make sure that we are recapturing those costs that will occur regardless if someone uses our sewer service or not.

Storm Sewer

Finally, with the Storm Sewer Utility, we did not include this in our overall Cost-of-Service study, mainly because this is a relatively new utility and we have been making many changes to this over the past several years to get this set correctly based on the additional information we collect each year we have had this utility in existence. As we have discussed in detail, the activities have continued to increase in this fund, as there are both changing mandates from the State to follow, and heavy rain seasons that have put pressures on our Storm Water System. In 2018, to recognize the increased activities we were having in this fund, and to recognize that the work done in a River community such as Chaska is significantly more than a typical community, the methodology that Staff used to compare Chaska rates changed, with us comparing ourselves to other similar river communities in the State that have similar work load in their Storm Water Fund. We feel that this has created a more accurate base to compare ourselves. Based on this activity load and comparisons to other similar communities, an increase in rates of 4.04% is being recommended for 2021. This will keep us competitive with Cities our size and put us on the road to build our cash reserves to desired levels.

Based on the changes that are being recommended, which will be discussed in more detail in following sections, below is a breakdown of what a typical resident can expect for rate increases in 2021. As you will see, based on the recommendations above, the average user would see a 3.19% increase in all their Utility Rates in 2021, which translates into an increase of \$4.79 in increased costs each month for the average household in the community.

Average Home	Units				Percent	COS 2021
Utility Fund	per Mo.	2020	2021	Increase	Increase	Revenue Target Increase
Electric (kWh)	750	\$ 102.72	\$ 104.96	\$ 2.24	2.18%	2.25%
Water (Gal x1000)	4	14.72	15.20	0.48	3.26%	6.50%
Sewer (Gal x1000))	4	22.56	24.22	1.66	7.36%	5.00%
Storm Water (REF)	1	10.14	10.55	0.41	4.04%	n/a
Total		<u>\$ 150.14</u>	<u>\$ 154.93</u>	<u>\$ 4.79</u>	3.19%	

Water Fund Budget

As was mentioned above, over the past year the City of Chaska completed a comprehensive Cost-of-Service Study three of our municipal utilities including our Water Fund. This was a follow up to the study that we completed a decade ago which brought some of the initial changes in our fund to introduce an inclining block rate structure and to get our rates to a point that we could start to build adequate cash reserves in this fund to be able to plan for future maintenance and improvement work that will be needed with our Water System. The intent of this most recent study was to reexamine how things have worked since that initial analysis, and to look at what we need to continue to plan for moving over the next 5-years to meet all of our physical and financial objectives within this funds.

The overall objective of this most recent analysis is:

- Identify all current and future operational needs, as well as timely maintenance of our existing system and new additions to our system needed to support future growth-making sure we have enough financial resources available to support the sustainability of our Water System, and to be able to have quantifiable data to support the accurate setting of our variable rates and service charges that support the fixed costs within our system

Findings of Water Cost of Service Study

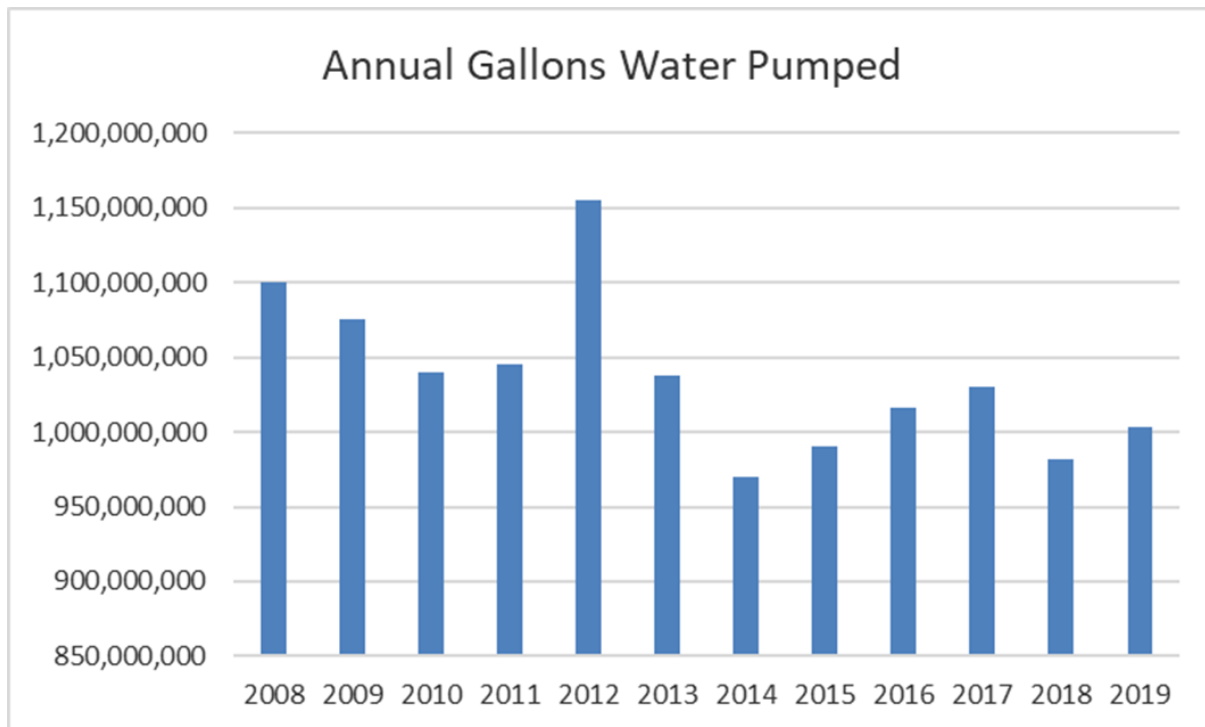
While a major reason we complete a financial analysis of our Water System on a regular basis is to give us confidence that we are generating enough resources to be able to ensure a sustainable system as we go into the future, another major objective that we try to achieve is making sure that not only are we collecting enough revenue, but that we are generating these revenues in an equitable way. We want to make sure that not only are our users that make an effort to conserve water are financially benefited by doing this, but that we also are charging our fixed charges in a way that makes sure everyone is paying their fair share whether they use the system or not as we do need to make sure it is available to them at all times.

To that end, looking at the rate structures of our Water Utility was a major focus of this Cost-of-Service Study. The major findings of the Water Analysis were:

1. Water consumption by typical users has decreased over the past decade and our Tiered-Rate structure has not kept up with these changes
2. More focus needs to be put on increasing our service charge in the Water Fund, as opposed to our rates, as our fixed charges have not been adequately accounted for in the past
3. Our City facilities are not currently contributing fairly to our Water System costs and we should be changing this to make sure that we are not utilizing the Water Fund to subsidize our other Enterprises within the City

Water Usage Continues to Drop

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



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

As we are completed our Cost-of-Service Study, one thing that we found is that the average usage of water per household has dropped from around 7,000 gallons per month down to 4,000 gallons per month. While the study did not see a need to change the base rate drastically, it did recommend that we adjust the tiers in our rate structure to make sure that we are still providing a benefit to those who conserve water as opposed to those who utilize a higher than average amount. Our intent with our rate structure is that we do not penalize our average users, but that people only pay a higher rate if they are using more than what the average user would consume. The only way we can accomplish this is to decrease our first tier of water rates to capture what that new average has become. This will help ensure that the tiered structure is still meeting its purpose, which is to reward those who utilize an average amount of water and to disincentivize through higher rates the usage of water above average amounts.

Current Structure (gallons)	Percent of bills ending in block	2021 Structure (gallons)	Group	Percent of bills ending in block
0 to 7,000	72%	0 to 2,000	Small home	8%
7,001 to 20,000	23%	2,001 to 5,000	Average home	42%
20,001 to 30,000	3%	5,001 to 8,000	Large home	28%
30,001 to 40,000	1%	8,001 to 12,000	Some sprinkling	10%
40,000 +	1%	12,001 to 40,000	More sprinkling	11%
		40,000 +	High use	1%

As you can see from the chart above, if we kept our current tier structure where we have it now, the first tier goes up to 7,000 gallons per month, which used to be our average use, we would have 78% of our users falling into this first tier. This means that someone could get the rate meant to reward users who use average to less water in their home, although they might use 3,000 gallons per month above average.

Based on this, the following is the tiered-rate structure that is being recommended:

0-2,000 gallons: \$2.45 per gallon
2,000-5,000 gallons: \$2.62 per gallon
5,000-8,000 gallons: \$2.85 per gallon
8,000-12,000 gallons: \$3.17 per gallon
12,000-40,000 gallons: \$3.58 per gallon
40,000+ gallons: \$4.59 per gallon

Looking at other cities across the Metro area, including surrounding cities such as Chanhassen, Waconia, Shakopee, and Carver, they have already made moves to change their tiered system to recognize this decrease in water usage.

Service Charges Not Set to Support True Fixed Costs

The purpose of a service charge on a utility account is to make sure that we can capture all those fixed costs that we have regardless if someone uses any water or not. Some of these costs include Utility Billing, our Staffing and equipment costs and the cost of our facilities (i.e. debt service costs on our Water Treatment Plant). These are costs that we have regardless of the amount of water utilized, and to make sure that when people do want to utilize our water system it is available.

What the Cost-of-Service Study found was that we have been putting too much of these fixed costs into our water rates, which are meant to cover our variable costs (i.e. it costs less to treat less water than more water). Also, for just having the water system available, everyone who is hooked onto our system should have to contribute equitably to have access to this system based on the type of user they are.

Based on understanding what all of our fixed costs are through this study, and looking at how it should be allocated equitably based on the type of user (i.e. a residential unit should pay less than a large industrial user because they will consume less of our water system), the following chart represents what the study represents for where we should go for our customer service charges.

COS Customer Charge

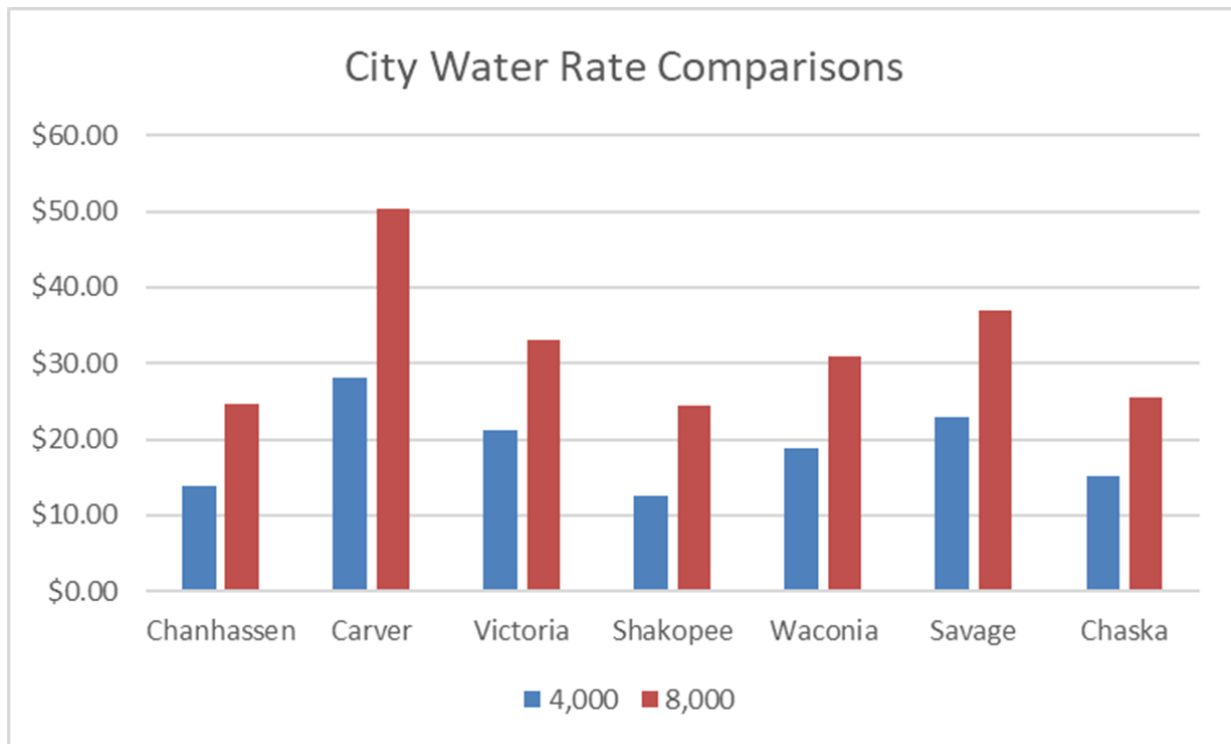
Meter Size	5/8"	3/4"	1"	1.5"	2"	3"	4"	6"
Total Customer COS	\$ 8.66	\$ 9.18	\$ 13.15	\$ 23.38	\$ 35.07	\$ 123.33	\$ 223.69	\$ 468.39
Total # Meters	5,812	468	498	299	90	29	11	3
5 Year Correction (\$/year change)	\$ 1.10	\$ 1.21	\$ 1.77	\$ 3.61	\$ 5.29	\$ 18.14	\$ 36.41	\$ 81.21
Current Customer Charge	\$ 3.15	\$ 3.15	\$ 4.30	\$ 5.35	\$ 8.60	\$ 32.65	\$ 41.65	\$ 62.35
Year 1 (2021)	4.25	4.36	6.07	8.96	13.89	50.79	78.06	143.56
Year 2 (2022)	5.35	5.56	7.84	12.56	19.19	68.92	114.47	224.77
Year 3 (2023)	6.46	6.77	9.61	16.17	24.48	87.06	150.87	305.97
Year 4 (2024)	7.56	7.97	11.38	19.77	29.78	105.19	187.28	387.18
Year 5 (2025)	8.66	9.18	13.15	23.38	35.07	123.33	223.69	468.39

As you will notice, it not only makes recommendations about where we should ultimately be, but also a five-year plan for how to get there to not cause too much change all at one.

Based on looking at both our tiered rate structure and our fixed costs, while the water bill for the average user is going to go up by 3.26%, this will occur by them actually experiencing a decrease in their water rates, but an increase in their fixed charge. Below is an illustration of what the bill would look like for an average user, and how it would be allocated between the variable costs (rates) versus the fixed costs (service charge) to make up their entire bill:

Average Home	Units/month	2020	2021	Increase	% Increase
Water					
Customer Charge	1x/month	\$3.15	\$4.25	\$1.10	34.92%
Water (gal x 1,000)	4	\$10.76	\$10.14	-\$0.62	-5.76%
State Water Fee	1x/month	\$0.81	\$0.81	\$0.00	0.00%
Total		\$14.72	\$15.20	\$0.48	3.26%

While the Cost of Service study does adjust our rates to accommodate our future needs, it does so in a way that keeps our rates competitive with surrounding communities. Below is a chart which illustrates our proposed rate changes (all-in cost) compared to other communities assuming they see a 0% increase in 2021:



It should be noted that in our Cost of Service study, that the recommended minimum cash reserve in our Fund at the end of 5-years should be about \$3.25 million, we are projecting that we will end up at about \$2.5 million. This means that we will have to continue beyond this 5-year planning horizon to work our way to achieving this objective. However, we think it is important that we weigh these changes with the changes in our other utilities to make sure that we are not making too many changes all at once.

2021 Budget

Based on the changes described above Water Fund Revenues for 2021 are budgeted to be \$3,900,240 compared to the 2020 budget of \$3,454,300, or a 12.91% increase in revenue.

While some of this growth in revenue will come from some increased usage in the community due purely to growth in Chaska, most of the increases we will see in revenue will come from the changes we make to the rate structure which puts a larger burden on those who utilize an above-average amount of water, which is the intent of a tiered-rate structure. The average water user will see a very modest overall increase of 3.26% in 2021 on their bills, but those who have seen lower bills in the past although they utilize a larger amount of water, will not continue to see the benefit of getting a lower rate even though they use a higher-than-average amount of water. In this way, it makes sure that our rate system is set equitably and that our average to lower users are not having to subsidize those who use more than an average amount of water.

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

Water	Actual	Budget	Budget	
	2019	2020	2021	% Change
Revenues				
Metered	\$3,065,863	\$2,969,300	\$3,394,240	14.31%
Other	\$20,000	\$0	\$0	
Transfers In	\$596,000	\$485,000	\$506,000	4.33%
Total	\$3,681,863	\$3,454,300	\$3,900,240	12.91%
Expenses				
Pumping	\$201,675	\$365,137	\$511,970	40.21%
Treatment	\$292,879	\$269,812	\$322,742	19.62%
Distribution	\$892,223	\$869,611	\$901,097	3.62%
Administration	\$792,937	\$902,484	\$968,276	7.29%
Depreciation	\$819,733	\$0	\$0	0.00%
Debt Service	\$382,059	\$989,531	\$1,030,472	4.14%
Transfers Out	\$1,458,905	\$76,000	\$117,000	53.95%
Other	\$1,975	\$0	\$1,900	
Total	\$4,842,386	\$3,472,575	\$3,853,457	10.97%

For 2021, we are projecting that we will generate \$3,394,240 in metered sales. This is down 14.31% higher than the metered sales we budgeted in 2020. It should be noted that we are being very conservative on what we budget for Commercial/Industrial for next year not knowing what impact that the COVID pandemic will have on economic development activity in our community.

Total water expenses for 2021 are programmed to be \$3,853,457. This compares with \$3,472,575 budgeted in 2020. This is a 10.97% increase in expenditures, with most of this because we have more capital improvement costs in 2021, with some larger projects such as the construction of a second water treatment plant at Well #7 and the painting of the Clover Ridge Water Tower coming up. The following are the major activities we are planning for in the 2021 year:

- Continue with normal Well-maintenance schedule with Wells 6 and 8 being rehabbed in 2021 at \$125,000 per well
- Construction of New Water Treatment Plant at Well #7 in 2021 and 2022 to meet current and future water demand needs-total cost of \$6 million
- Continued contribution of \$70,000 per year from the Water Fund to our Street Reconstruction Program
- Replace all our equipment on the normal cycle

Finally, in 2011 the full cost of the Water Treatment Plant Debt service was accounted for through the Water Operating fund at a cost of \$1,263,445. 50% of this comes through our rate revenue with the other 50% coming through a transfer from our Water Trunk Funds, which are supported through development. This continues in 2021, with our payment budgeted for \$1,030,472.

Personnel Services:

As we discussed at length in the General Fund section of this report, last year we worked to complete a Staffing Analysis to identify where we might have any current gaps in funding. Currently the Water and Sewer staffing consists of the Superintendent, Foreman and seven maintenance employees. The Staffing Study determined that if we were to be a full strength now, that we would have two additional Maintenance Workers shared between the Water and Sewer Department. As part of the implementation strategy of filling this gap over the next 4 years. Because of the current economic conditions due to the pandemic, while we were scheduled to add the first of the two positions in 2021, we will be pushing this out to 2022, with the second position being added in 2024.

Based on this budget that is being proposed, we would see a \$46,783 increase in our Fund Balance. By the end of this 5-year Cost-of-Service Study analysis, we would expect our Fund Balance to be right around \$2.25 million, with the need to continue to build it up to our minimum recommended cash balance of \$3.25 million.

Sewer Fund

Cost-of-Service Study Findings

Just like in the Water Fund, the Sewer Fund was also part of the overall Cost-of-Service Study for our utilities. As the study found, 91% of our Sewer System is depreciated, with a number of old sewer systems in our community that are in need of being replaced (many of which we are replacing as we reconstruct our streets), the main finding of the Sewer Fund's portion of the Study found that we have fallen behind on our monthly service charges to be able to capture the fixed costs we have in our system.

Just like in the Water Fund, there are a number of fixed costs that we have in our system that we need to pay for that are needed regardless if someone is using our Sewer system or not. They are costs that need to be covered just to provide access to our system when it is needed. These costs include Utility Billing, Staffing and Equipment Costs and things like buildings and their upkeep. They do not include things like our Met Council Sewer Treatment Charge, which is a variable cost based on the amount of sewage our City uses in the past year.

Just like in the Water Fund, it is both important that people contribute to these fixed costs, whether they use the system or not to make sure that there is equity in how our system is paid for, and that the users of our system are not subsidizing those who might need access to the system but may not use it.

Unlike the Water Fund, where we are just starting to increase our fixed rates to get them to the level they need to be to support the fixed cost parts of our system, we did start working on the Sewer Fund 2 years ago by adding a service charge, where we did not have one at all prior to 2019. The focus of this Cost-of-Service Study was what we should do over the next 3 years to get our service fee to the desired level. Below is a chart illustrating the recommendations:

COS Customer Charge				38 Meters	54 Meters
Meter Size	Residential : Class 1	Commercial : Class 2	Industrial : Class 3.1 (5/8", 3/4" & 1")	Industrial : Class 3.2 (1.5" and above)	
Total Customer COS	\$ 8.23	\$ 15.65	\$ 26.93		
3 Year Correction (\$/year change)	\$ 1.08	\$ 3.55	\$ (7.69)	\$ -	
Current Customer Charge	\$ 5.00	\$ 5.00	\$ 50.00	\$ 50.00	
Year 4 of 6 (2021)	\$ 6.08	\$ 8.55	\$ 26.93	\$ 50.00	
Year 5 of 6 (2022)	7.15	12.10	26.93	50.00	
Year 6 of 6 (2023)	8.23	15.65	26.93	50.00	

Just like in our Water Fund, a greater emphasis is being placed in this study on getting the service charges set correctly than on our usage rates, which the Study found were not that far off where they should be. To that extent, while the average user will see an increase of 7.36% in 2021, most of this will come through the Service Charge. Below is the expected Sewer Bill for the average user to illustrate this point:

Average Home	Units/month	2020	2021	Increase	% Increase
Sewer					
Customer Charge	1x/month	\$5.00	\$6.10	\$1.10	22.00%
Water (gal x 1,000)	4	\$17.56	\$18.12	\$0.56	3.19%
Total		\$22.56	\$24.22	\$1.66	7.36%

The one thing to take note out of in the Cost-of-Service Study is that it assumed that our Fee from the Met Council goes up by 4% per year. If it went up higher than this, we would need to take that into account on our annual rate per 1,000 gallons, as this is the largest single cost we have in our Sewer Fund.

The other item to note is that if we follow the recommendations of this Cost-of-Service Study, we can expect that after 2024 we should have the Reserve Balance of this Fund at about \$2,500,000, which is above the minimum recommended amount from this study of approximately \$2.1 million. This is good considering our sewer system is 91% depreciated, meaning that there is more chances for things going wrong in an old system that we need to address, and we need to continue to reinvest back into this aging system.

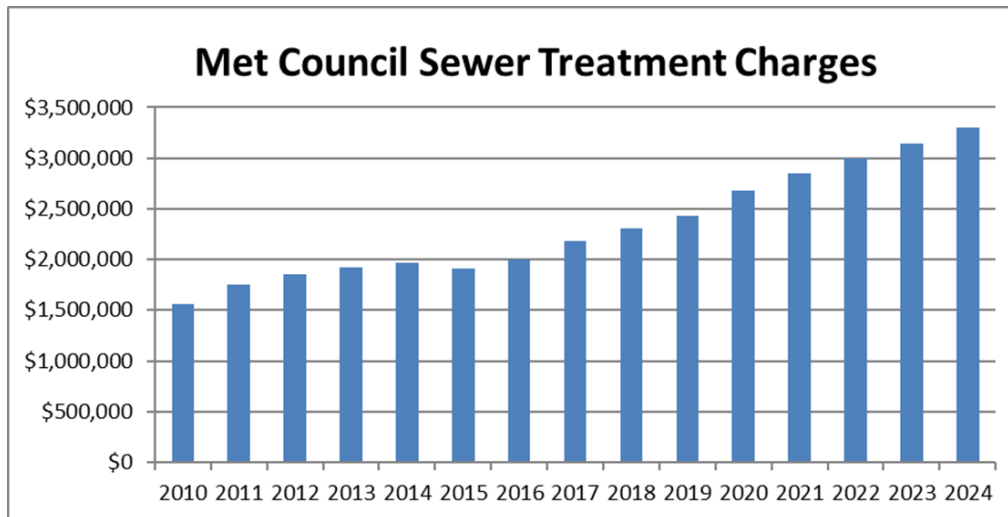
2021 Budget

Sewer Fund revenues for 2021 are anticipated to be \$4,701,450, an 8.62% increase over the budget in 2021. As mentioned previously, the increase in this revenue is coming from the continued implementation of our Sewer service fee, which is scheduled to be increased through 2023 based on the schedule listed on the previous page. This is when the total service fee will reach \$8.23 per month for a residential customer. This fee was established to break out the fixed costs that we have in our sewer service, regardless of whether someone uses their sewer service.

On a lesser extent, sales revenue is also going up because of our need to increase our retail sewage rates because of an increase to our Metro Waste Fees for 2021. Unlike other utility services we provide, we know at the beginning of the year exactly what we will be charged by Metro Waste in the following year for treatment of our sewer. It is a fixed cost based on past usage of the system. The amount Met Council will charge for 2021 is \$2,713,317, which is an increase of 1.41% increase from 2020. As mentioned previously, the average residential user will see an increase of 7.36% or \$1.66 per month for their sewer usage.

Metro Waste treats all the sewage for not only Chaska, but each of the Cities in the Twin Cities Metropolitan Service Area. It is the largest single driver of costs for our sewage service, as what we do locally is only to collect the waste and get it over to their Sewage Treatment Plant in Shakopee (Blue Lake Treatment Plant).

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



Expenses:

Sewer expenses are anticipated to be \$4,796,806 for 2021, an increase of 2.35% from 2020.

The major improvements scheduled for 2021 will revolve around our regular maintenance activities for Inflow and Infiltration (I and I) and Lift Station schedule maintenance. Our allocation towards improvements in our I and I program for 2021 is \$50,000, with \$10,000 going towards restoration work on one of our Lift Stations. This is maintenance work that occurs on each of our Lift Stations on a regular basis. We will also have \$50,000 per year going to our Sewer Lining Program to help extend the life of our existing infrastructure.

As has been discussed previously, the City of Chaska completed a Staffing Analysis over the past year that helped quantify any gaps that we have in our existing service levels. One of the gaps identified was in our Water and Sewer Departments, where it was determined we are currently 2 positions short within the two department. While we had planned on adding this first position in 2021 with the second position being added in 2023, we did decide as a part of this budget process to delay implementation of the second year of our Staffing Study, which would push these positions out to 2022 and 2024 respectively.

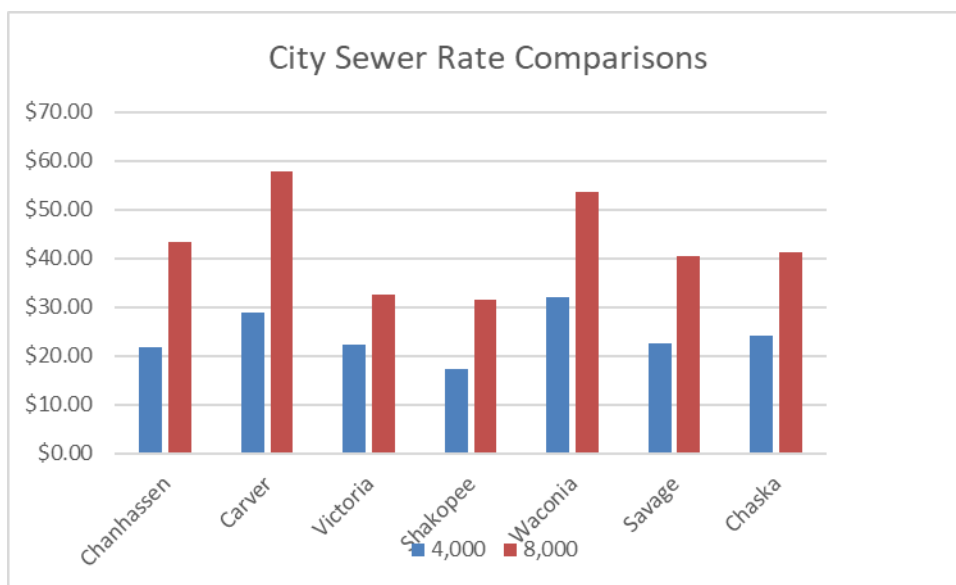
As it has in the past, the Sewer Fund will continue to contribute annually towards our Street Reconstruction Program in Downtown Chaska, as much of the work needed in this area of the community is the complete replacement of our utility systems. This amount will be \$110,000 in 2021 as it is planned to be going into the future.

Finally, one final change occurring in the 2021 budget is increasing of our Administrative Fee from the Sewer Fund to the General Fund. This is a fee paid by our Enterprise Fund to our General Fund to pay for services such as Finance, HR, Administration, IT, etc... In the past, we have not charged all our funds a sufficient

amount to cover the services they are receiving from the General Fund, and we have been working to get that to proper levels over the past few years. In 2021, this fee will go up to \$611,781. This is up from \$560,000 in 2020, with the additional amount helping to fund our initiative to increase our General Fund Reserve.

The budget also has \$17,500 included to replace equipment due on our replacement schedule.

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



Based on our total expenditures and revenues, we are budgeting that there is a decrease of approximately \$95,000 in the Sewer Fund for 2021. This decrease in Fund Balance was planned to help ease our customers into the new service charge. With this creating a larger percentage increase, we planned the use of our reserves in the short term to lessen this initial impact to residents, with the intent of getting back to our more traditional method of setting rates after 2022 when the service charge is fully implemented. It should be noted that our Cost of Service Study does estimate that we will have a Cash Balance in the Sewer Fund of \$2.5 million, which is above the suggested minimum cash balance of \$2.1 million.

Below is a chart illustrating our revenues and expenses budgeted for 2021, along with comparisons to the past two years:

Sewer	Actual	Budget	Budget	
	2019	2020	2021	% Change
Revenues				
Metered Sales	\$4,159,200	\$4,328,252	\$4,701,450	8.62%
Other Revenues	\$104,081	\$0	\$0	0.00%
Total	\$4,263,281	\$4,328,252	\$4,701,450	8.62%
Expenses				
Pumping	\$19,921	\$49,056	\$25,829	-47.35%
Treatment	\$2,433,857	\$2,675,539	\$2,713,317	1.41%
Collection	\$596,081	\$747,487	\$715,047	-4.34%
Administration	\$788,090	\$879,532	\$949,500	7.96%
Transfers Out	\$1,511,157	\$116,000	\$177,000	52.59%
Depreciation	\$124,554	\$0	\$0	0.00%
Debt Service	\$122,087	\$219,036	\$216,113	0.00%
Other	\$860	\$0	\$0	
Total	\$5,596,607	\$4,686,650	\$4,796,806	2.35%

Electric Fund Budget

Cost-of-Service Study Findings

As with both the Water and Sewer Utilities, the City also completed a Cost-of-Service Study on the Electric Department to again assure that we are planning financially for the future to help this continue to be a sustainable utility.

As with the other two utilities, a major finding of this department's study was that our Service Charge to support fixed costs of our utility has not been set at an adequate level in the past, and that our City Facilities need to work towards paying full rate on utilities so these other funds are not being subsidized by our Utility Departments. Besides making sure that we have adequate cash reserves, and that we maintain our minimum restricted cash balances in the fund to support the covenants of our bonds used to support activities in this Fund, a final finding of this study also found that we need to move away from having an unpredictable discount for our senior users and instead move to a predictable credit which will more equitably treat our users whether they are large or average users.

As mentioned above, it was found in this study that our customer service charges have not been set adequately to recover the fixed costs of our utility that do not change regardless of how much energy one customer uses. We have instead been putting too much of the emphasis on the actual rates, which should instead be set to address the variable costs of our electric utility so those who use more are paying equitably for this service.

Below is a chart illustrating the recommendations for service charges the Cost-of-Service study is recommending for our Electric Utility:

Customer Class	2017 Rates	2018 Rates	2019 Rates	2020 Rates	2018 COS	2021 COS	Difference
Residential and Water Heating Electric	\$ 9.40	\$ 9.75	\$ 9.95	\$ 10.30	\$ 13.68	\$ 14.74	\$ 4.44
Senior Citizen Residential Electric	8.40	8.75	8.95	9.25	13.68	14.74	5.49
On & Off Peak Electric Space Heating Rate	5.70	5.90	6.00	6.20	13.68	14.74	8.54
General Service - Below 20 KW Demand	17.70	18.35	18.70	19.35	28.22	30.39	11.04
Large General Service - 20 KW Demand & Above	52.00	53.90	55.00	56.95	135.54	145.96	89.01

Customer Class	Current Rates	Annual Change	Year 1	Year 2	Year 3	Year 4	Year 5
Residential and Water Heating Electric	\$ 10.30	\$ 0.89	\$ 11.19	\$ 12.07	\$ 12.96	\$ 13.85	\$ 14.74
On & Off Peak Electric Space Heating Rate	\$ 6.20	\$ 1.71	\$ 7.91	\$ 9.61	\$ 11.32	\$ 13.03	\$ 14.74
General Service - Below 20 KW Demand	\$ 19.35	\$ 2.21	\$ 21.56	\$ 23.77	\$ 25.98	\$ 28.19	\$ 30.39
Large General Service - 20 KW Demand & Above	\$ 56.95	\$ 17.80	\$ 74.75	\$ 92.55	\$ 110.35	\$ 128.16	\$ 145.96

As can be seen from this chart, the study ultimately recommends that we raise our service charges up to \$14.74 per month for a residential user. This is up from the \$10.30 that we currently charge. However, to mitigate the impact of this focus on our service charge, we are recommending that this service charge increase be implemented over a 5-year period as is illustrated in the chart, with 2021 going up to \$11.20 per month for a residential customer.

What this change will mean is that more emphasis on our rate increase in Electric for 2021 will come from the Service Charge changes than it will from the actual energy charge changes. The overall impact will be a 2.18% increase. Below is the bill from an average residential user:

Average Home	Units/Month	2020	2021	Increase	Percent Increase
Service Charge	1 x/month	\$10.30	\$11.20	\$0.90	8.74%
Energy (kWh)	750	\$84.39	\$85.73	\$1.34	1.59%
EAC (kWh)	750	\$8.03	\$8.03		0.00%
Total		\$102.72	\$104.96	\$2.24	2.18%

The other major finding of the Electric Cost of Service study was looking at our Senior Discount. Currently, the City has a 10% discount for seniors who say they have fixed-income needs. The intent of this program is to provide a discount to those who may not be able to afford as much because of being on a fixed income. However, in practicality, because it is difficult to verify income, that we can see houses that have very large usage requesting this discount, which potentially provides them with a discount that they do not need.

Instead of approaching the discount in this way, the Study recommends providing a credit equal to what a typical low-income user might see as a discount on their bill if they received our current 10% discount. In that respect, if someone request this who may not really need this discount, they will be capped at receiving only the credit that meets the needs of our lower-income user, without seeing a 10% discount on what could be a large bill.

To help ease into this transition, we are recommending that this come over a 3-year period, with the transition being set up as follows:

2020 (Current): 10% Discount, \$0 credit
 2021 (year 1): 5% Discount, \$3 credit
 2022 (year 2): 0% Discount, \$6 credit

By setting it up this way, we hope to be able to not negatively impact our seniors that need this discount, and meet the intent of who it is trying to help, and that it does not provide a discount where one is not needed.

Finally, as a part of the Cost-of-Service study, it indicates that by the end of this 5-year period, that we should have a minimum cash balance in this Fund of about \$3.1 million. If we are to follow the recommendations of the Cost-of-Service Study, it would say that

we should be able to end this 5-year period with an unrestricted Cash Balance of \$3.9 million.

2021 Budget

For 2021, Electric Fund revenues are anticipated to be \$40,716,500. This compares to the \$41,960,500 we had budgeted for revenue in 2020, a decrease of 2.96%. With economic uncertainties surrounding the pandemic and its affect on the economy, we wanted to be conservative when putting together this budget to be able to absorb some slowdown in the economy.

As part of the 2021 budget process, one of the items that Staff has continued to look at is the affect that new large users in our system will have on our overall electric sales, not only for 2021, but for the years included in our 5-year forecast. Over the past several years, we have seen large growth in our electric usage not only because of the additions of large data center facilities in the community, but also because of several existing Industrial customers on the north end of the community expanding. While we have seen somewhat of a slowdown in the rate of growth in our electric usage, as there is less Commercial/Industrial land available to develop or expand upon, we do anticipate that this will change in the near future, as the new interchange will likely increase the pace of growth in the SW Chaska Area, although our electric utility will not see growth from this Industrial development, as it is in MN Valley Electric Cooperative's service territory. While they do currently own this territory, we are doing the economic analysis to see if it would make sense for us to consider purchasing this territory as this will be where we see the majority of C/I development in the community over the next 20 years. We do continue to see strong growth in residential development, which we expect will continue over the next several years. Below is a chart looking at our anticipated revenue for 2021.

	Actual	Budget	Budget		
	2019	2020	2021	Change	% Change
Electric Sales	\$41,797,536	\$41,960,500	\$40,716,500	-\$1,244,000	-2.96%
Other Revenue	\$309,000	\$0	\$0	\$0	
Total Revenue	\$42,106,536	\$41,960,500	\$40,716,500	-\$1,244,000	-2.96%

To develop our 2021 revenue budget, we did utilize the following assumptions:

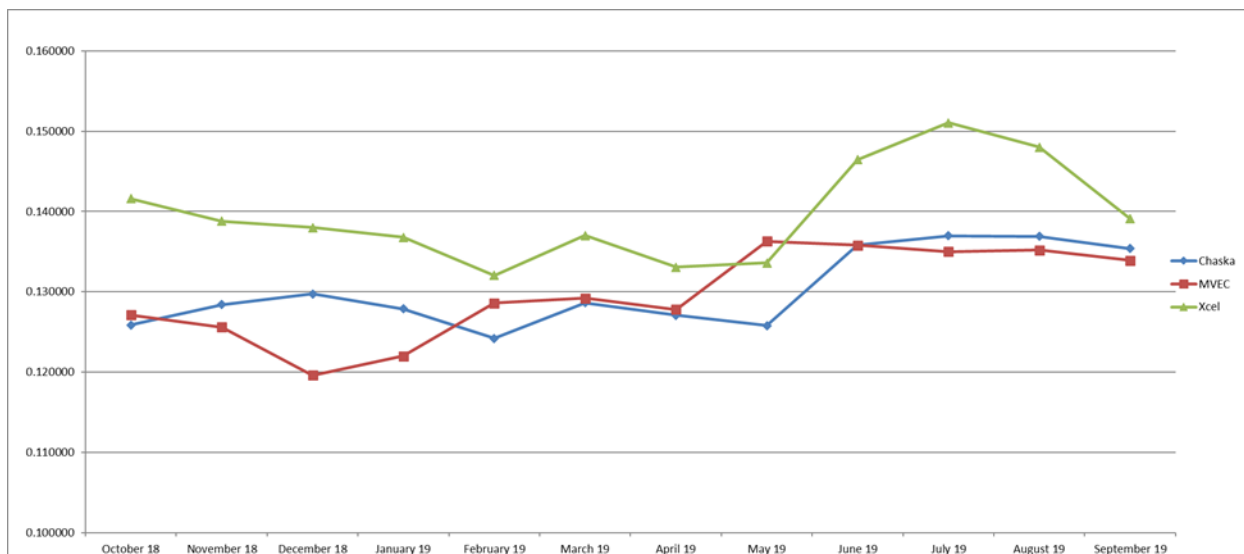
- Implement first phase of Cost-of-Service Study recommendations
- Total impact of retail rate changes to the average residential user of 2.18%, with most of this impact coming from increasing our Customer service charge
- A total of 100 residential units added in the community over the year
- Continued Economic Development activity will drive our overall sales up
- Normal weather
- Wholesale electric costs from MMPA seeing no change in 2021

The City's objective is to maintain electric rates that are competitive to Xcel Energy. As we have seen over the past 12 months, Chaska's residential rates have compared well

to this market. Looking at 2020, we did see total bills for residential users that averaged 9% lower than Xcel, and approximately equal to Minnesota Valley Electrical Cooperative. This performance is better than what we saw in 2019, where our rates were 7% lower than Xcel for our residential customers and equal to Minnesota Valley.

It should be noted that Xcel requested a 15.2% increase from the Minnesota Public Utilities Commission last year that will continue to be implemented over the next 2-years. In this respect, Chaska can expect to be significantly lower than Xcel going into the future. As Mn Valley will serve the future Industrial Area of our community, having our pricing be closer to theirs will be strategically a good position to be in.

Much of MMPA's ability to keep lower pricing than Xcel can be attribute to stable Natural Gas market. MMPA currently has most of their assets that are Natural Gas burning, which has resulted in lower costs, and has been able to attain grant financing to support our required renewable energy projects such as Oak Glen Wind Farm, the Hometown Bioenergy Project in Le Sueur, as well as other wind and solar projects we have brought into MMPA's portfolio, which has the energy from these sources priced very competitively. Xcel has continued to have to seek rate increases to support both their capital improvement projects due to aging facilities, and new renewable energy projects. Below is a graph showing our total residential bill compared to Xcel and Minnesota Valley in 2020:



Electric Fund expenses for 2021 are projected to be \$40,716,025 compared to the budget of \$42,185,719 in 2020, for a total decrease of 3.48%. As mentioned previously, a primary factor in seeing our expenditures less in 2021 than in 2020 both has to do with the fact that we do not expect to see any increase in rates from MMPA for 2021. Also, we anticipate slightly slower activity level because of potential effects from COVID and economic impacts resulting from the pandemic

As in 2020, there is approximately \$600,000 programmed for System Improvement work in 2021. A major portion of this work in 2021 will be with the conversion of overhead to underground service in the Cardinal Street neighborhood. Also, with the

completion of our AMR System installation in 2015, just like in our Water and Sewer utilities, we have continued with Software as a Service (SAS) server solution to be able to store all new data available off our new system. This has a \$15,000 annual cost to the Electric Utility.

Finally, it should be noted that from a Personnel Standpoint, we do not have any positions being added in 2020. However, we do have two long-term absences in our Electric Department that we continue to fully fund in this budget. We are currently moving to fill one of these vacancy's and will be working on filling the second during 2021 to bring us up to our full complement of Staff within this department.

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

At the same time, the Agency is positioning itself well to address the State's Renewable Energy Requirements initiatives, which will require us to have 25% of our energy generated from renewable sources by 2025. The Agency opened its Oak Glen Wind Farm in November of 2011, in South Central Minnesota, helping us to meet these initial requirements. This is a 42 MW generation facility and helped us meet the 2012 requirements of the State mandates in renewable energy. The Agency also now has its Hometown Bioenergy Park in Le Sueur, MN, with this facility generating 8 MW of electricity using silage decomposition to support the generation of electricity. The Agency recently opened a Solar generation facility in the City of Buffalo and is now looking at purchasing into other Wind Farm facilities in the State. It should be noted that our residents do have the option now of purchasing up to 100% of their energy from renewable sources by paying an additional \$3 per month. We currently have 583 customers choosing to do this, which represents a 6.3% penetration of our residential market. Chaska continues to lead all MMPA communities in the usage of this program.

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

Personnel:

Currently we have eleven line workers, along with our Electric Director, Assistant Electric Director, General Operations Manager, a Foreman, and Technical Support Staff serving this division. As mentioned previously, for 2021 we do not see any additions to the Staff in this department, although we will be moving to fill currently vacant positions.

A transfer of \$100,000 is programmed from the Electric Fund to the Community Center as we have done in the past. This transfer is consistent with the funding program for the Community Center and is reflected in the Electric Fund. In addition to this, there is an additional \$150,000 transfer to the CCC, which will help fund a portion of the new Community Center CIP program, and a \$180,000 contribution going towards the debt service of The Lodge Addition at the CCC. It is planned that we would continue to see all of these dollars going into the CCC in the future to assist with any new debt service as the bonds on The Lodge and our CIP program are paid off and we need to do additional improvements within this facility. This year, the Electric Fund will also be part of contributing \$200,000 to the General Fund to address the City building up its General Fund Reserves. This \$200,000 is coming from not just Electric, but Water and Sewer as well.

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

Debt Service:

The Electric Fund as Debt Service payments for two projects it has completed within the past few years. The first is for the construction of the West Creek Substation, with this being financed in 2020 and going for 20 years. The second was for the construction of the new North Industrial Substation as well as new switch gear at West Creek Substation. Both projects were completed to increase both capacity and reliability of our electric system, especially as we are seeing growth in usage from our existing Industrial customers on the north end of the community. This debt was sold in 2018 and goes for 20 years. The annual debt service in the Electric Fund is \$830,814, which is nearly the same as it was for 2020.

Based on this, the following would be the expenditures for 2021:

	Actual	Budget	Budget		
	2019	2020	2021	Change	% Change
Purchased Power	\$28,292,977	\$28,300,000	\$25,901,000	-\$2,399,000	-8.48%
Trans/Distribution	\$2,072,045	\$3,043,979	\$3,073,276	\$29,297	0.96%
Load Conservation	\$564,554	\$663,974	\$669,919	\$5,945	0.90%
Admin System	\$2,410,673	\$3,009,145	\$3,350,308	\$341,163	11.34%
Admin Billing	\$708,884	\$557,407	\$598,708	\$41,301	7.41%
Transfer Gen Fund	\$3,927,340	\$3,998,000	\$4,400,000	\$402,000	10.06%
Depreciation	\$1,180,169	\$0	\$0	\$0	0.00%
Debt Service	\$339,106	\$827,214	\$830,814	\$3,600	0.44%
Transfer	\$1,744,000	\$1,786,000	\$1,892,000	\$106,000	5.94%
Other	-\$21,213	\$0	\$0	\$0	0.00%
Total	\$41,218,535	\$42,185,719	\$40,716,025	-\$1,469,694	-3.48%

Based on the budget as proposed, the Electric Fund would balance in 2021. It should be noted that based on projections in the Cost-of-Service Study that we would see this cash balance grow to be approximately \$3.9 million by 2024. This is greater than the recommended minimum balance of approximately \$3.75 million.

Storm Water Fund Budget

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

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

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

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

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

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

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

2021 Revenues

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

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

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

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

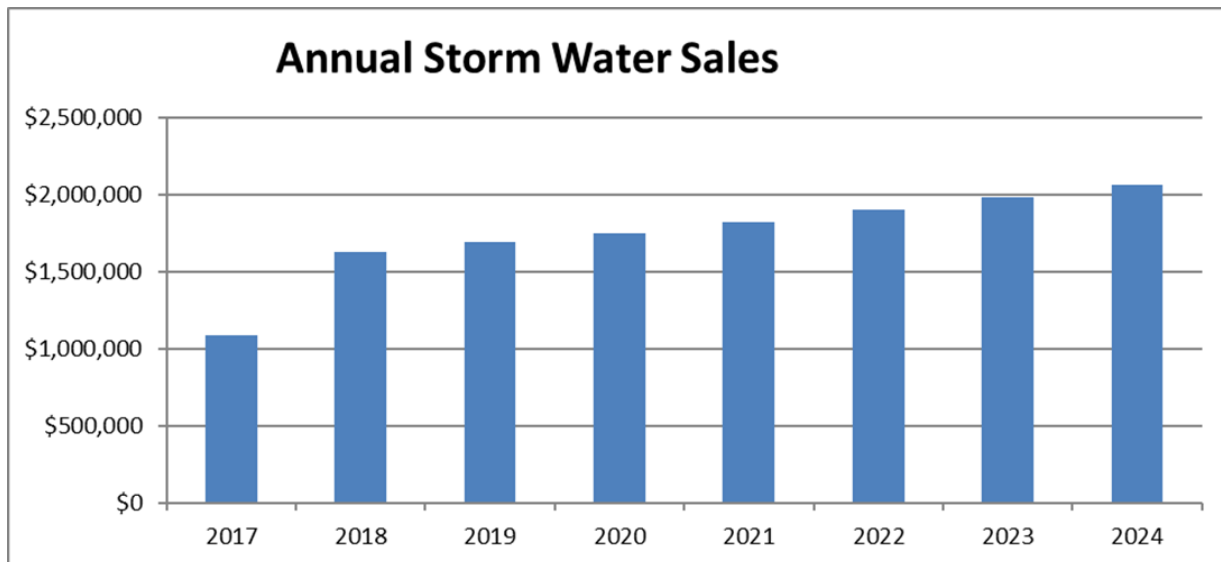
actually needing to undertake. While we always had looked at the surrounding communities as a comparison, we realized it was probably more important to compare ourselves to other Cities with similar types of Storm Water services that needed to be provided if we were to truly set our rates at the right amount. We used these new comparisons, along with a projection that if we did not increase our rates that we would find ourselves in a \$900,000 deficit over a 5-year period with the work that we needed to complete, to establish our new base rate of \$9.50 per month. We adjusted off that rate in 2019 to bring the rate up to \$9.79, and in 2020 brought this rate up to \$10.14. All these rates were below the average of our comparable cities.

Below is a survey of 2020 monthly rates of the cities around the State that we feel are good comparisons based on the types of work that we need to complete and that have similar circumstances and types of systems to maintain:

Eden Prairie	\$16.30
Moorhead	\$10.21
Shakopee	\$8.04
Carver	\$9.54
Edina	\$12.53
Waconia	\$14.55
Eagan	\$8.80
Red Wing	\$11.50
Winona	\$5.81
Chaska	\$10.14
Average	\$10.81

As can be seen above, the average of these communities is at \$10.81 per month per residential unit. Based on our needs in the system for the upcoming year, along with comparing to these other communities, Staff does feel that the rate needs to go to \$10.55 per residential unit per month, which would be a 4.04% increase for 2021. This rate increase meets our needs for the upcoming year and keeps us lower than the average of these other community's 2020 rates assuming they have no change.

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



2021 Expenditures

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

From a maintenance perspective, the City of Chaska does utilize our Public Works crew to support the maintenance activities of the fund. The time that they put into Storm Water maintenance functions is charged directly back to the Storm Water Fund. One change that we first saw in 2013, and will continue to see in 2020, is the addition of significant work for maintenance of our Flood Control Levy system. In 2012, the Army Corp of Engineers went through an inspection process to re-certify our levy. This inspection included new standards for levy maintenance that were not in affect at the time our Flood Control System was completed in the mid-1990s. One component of the work identified is the annual Rock Channel Weed/Brush control program. This is a program we will have to complete each year and adds approximately \$10,000 annually to expenditures in our budget.

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

Another maintenance activity comes through the maintenance of our Storm Water system as part of our Street Reconstruction Program. To support these activities, the Storm Water Fund has contributed \$200,000 annually to the Street Reconstruction program. In 2021 and through the entire 5-year period, we are programming this to go to \$246,000 to accommodate bridge replacement work that will occur on the 6th Street Bridge as part of this upcoming summer's identified street reconstruction project. It also goes to address the addition of a storm water system into our downtown streets,

something that was not accommodated when these roads were initially built over 70 years ago.

To be able to address the ever-increasing areas that we need to address through our Storm Water system, the budget includes an \$80,000 allocation toward storm water system improvements. As we look at the necessary activities coming up over the next several years, it will include not only the replacement of the 6th Street bridge as we complete that street reconstruction project, but will also include things like the replacement of our aging pumps at the Oak Street Pump House, which is programmed in 2022. By 2022, we are planning to increase these capital improvement projects up to \$166,000 per year, with a target of getting up to \$200,000 per year by 2023 and moving forward. This illustrates how quickly our needs change within this fund.

We do have one piece of equipment being replaced this year which is an excavator that is being shared with the other Utility Departments. The Storm Water Fund is scheduled to contribute \$35,000 toward the replacement of this piece of equipment. This is something that is due to be replaced as part of our annual equipment acquisition schedule.

The functions of inspections and reporting are mainly completed through our Engineering Department and through contract Engineering services. We now have a Storm Water Coordinator position that has been added. This position was hired in 2019 with the position helping to take workload off our City Engineering Department as it relates to other areas of our City as well as having more dedicated personnel towards dealing with the planning and reporting on our MS4 requirements with the State.

There are no additional Staff changes proposed for 2021. It should be noted that in our City-wide Staffing study that the Storm Water Department was determined to be short one maintenance worker position. This position was originally scheduled to be brought on in 2022. With the Staffing Study implementation being pushed back one year because of economic conditions, this position will not be slated for 2023. Based on the changes to our rate structure and our planned projects for 2021, below is a breakdown of the revenues and expenditures for 2021:

	2019	2020	2021		
Revenues	Actual	Budget	Budget	Change	% Change
Storm Water Fees	\$1,703,210	\$1,755,200	\$1,840,500	\$85,300	4.63%
Other	\$329,554	\$206,186	\$215,988	\$9,802	4.54%
Total	\$2,032,764	\$1,961,386	\$2,056,488	\$95,102	4.62%
Expenditures					
Transfer Out	\$933,400	\$223,000	\$246,000	\$23,000	9.35%
Transmission/Distribution	\$485,641	\$839,464	\$832,882	-\$6,582	-0.79%
Administration	\$364,965	\$573,326	\$521,207	-\$52,119	-10.00%
Utility Billing	\$60,550	\$23,420	\$63,500	\$40,080	63.12%
Capital Outlay	\$0	\$0	\$0	\$0	0.00%
Depreciation	\$175,709	\$30,000	\$30,000	\$0	0.00%
Debt Service Support	\$79,910	\$196,197	\$192,789	-\$3,408	-1.77%
Other	\$79,911	\$196,197	\$100,000	-\$96,197	
Total	\$2,100,176	\$1,885,407	\$1,986,378	\$100,971	5.08%

The Storm Water Fund is budgeted to add to our Fund Balance in 2021 by \$70,110, bringing our Fund Balance up to just under \$600,000.

During the 5-year period we do anticipate slowly increasing the fund balance each year, with us projected to be at \$600,000 in 2024. With us projecting that a minimum cash balance we should have in this fund being \$800,000, this is something we will have to continue to work at to meet this target and maintain it into the future.

Curling and Event Center Fund Budget

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

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

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

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

As a facility, the Chaska Curling and Event Center has three main components in the building, including the 300 seat Event Center and catering kitchen, the facility restaurant/bar, and the 6-sheet Curling Facility. All three of these components are tied together by the Great Hallway, which contains displays to help orient visitors to the history of Chaska and the businesses and organizations that currently make up the community. From an operational standpoint, the City of Chaska owns the entire facility, operating both the Event Center and the Curling Facility. The City of Chaska leases out the restaurant space to Crooked Pint, a restaurant that was chosen through an RFP process as the facility was being planned. The relationship with the restaurant in the

CEC is very similar to the structure and relationship we have between the Chaska Town Course and the restaurant operator in the Clubhouse, who leases this space from the City based on a revenue sharing agreement.

Impacts of COVID Pandemic

Very similar to what we experienced in the Community Center, the Curling and Event Center have also been impacted significantly during this pandemic period, having to be shut down by Executive Order twice, which has had a significant impact on revenues that we have been able to generate in the facility in 2020.

Just like the Community Center, the CEC was closed in late March due to an Executive Order from the State of Minnesota. During this time, all components of our building were closed, including Crooked Pint who did not see enough activity from their takeout service to make it economically viable to keep the restaurant open during this time.

We were able to reopen the facility in mid-July, with all three components of the building being limited in capacity. The restaurant was able to reopen at 50% capacity, the Event Center was able to be at 50% capacity, and the Curling was limited in the number of people that could be in the space. With the Event Center, even though it was allowed to be at 50%, we also needed to demonstrate we could meet the social distancing requirements, which did limit the number of seats to 80 of our total 300 seats. With the Curling Center we were able to meet our spacing requirements and keep leagues moving forward as normal based on distancing practices we implemented as part of the leagues, with us being able to start by offering a second Summer Session that started on August 3rd.

All components of the building were able to move forward with activities going into the Fall, with the Curling Center being able to start the Winter 1 session. However, in late November we once again had to close the facility due to an Executive Order from the State of Minnesota that we expect will keep us closed through the end of 2020.

To address the economic realities of this pandemic on the operations of the CEC, we did go through a budget amendment process in early July to readjust our revenue projections and to cut back on some staff costs associated with the facility through furloughing of our part-time staff. This budget amendment resulted in a \$690,000 loss being identified for 2020. While we did receive Federal Cares assistance, we were not able to utilize those dollars to replace lost revenue, and there expect that we will likely have to utilize dollars from our Self Insurance Fund to help cover the gap.

For 2021, we do not expect to see any significant change in impact to the CEC from an economic standpoint until the vaccine is available and taken by the majority of people in the Country, which means we will most likely be dealing with the impacts of this issue through mid-2021. One positive note that we can see through this time that is different from the Community Center is that we were able to retain 80% of our members through this time, mainly because we were able to continue to provide Leagues during the time that we were open.

Just like in the Community Center, we are hoping that there may be some Federal Assistance available to help with some of the lost revenue we have experienced. If that does happen, we want to make sure that we are basing that assistance on what a typical budget would be (both from a revenue and expenditure perspective) in a typical year so we can demonstrate what type of financial impact this has had on this facility. To this end, we will be recommending that for the Curling and Event Center budget that we do approve a budget based on what a normal year would be, as we think that would be necessary to have in place to qualify for any assistance that may become available. While we will formally approve a normal budget, we will be implementing actions based on if we had a budget that assumed impacts from COVID so we can minimize any losses.

If we do not receive Federal Assistance, we would then recommend later in the year for the Council to amend the budget based on the "planning budget" that we will be implementing, and the Self Insurance Fund would need to assist us with any losses. In this respect, you will see throughout the Curling and Event Center portion of this budget document that we look both at what the Regular budget would be compared to our Planned budget.

2020 Revenues

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

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

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

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

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

The Crooked Pint lease is currently structured so that lease payments are made based on a percentage of all gross sales in the building. Specifically, their lease is based on

7.5% of all food sales, and 10.5% of all alcohol sales. For comparison purposes, we will look at comparing our 2021 budget with the 2019 budget, as that was the last full year we did not have any pandemic impact.

In 2019, the amount generated from this lease was \$380,000. While it is slightly slower than when it first opened, it has continued to perform at a much higher level than we had initially projected, which helps us meet both our goal for attracting more people and revenue to the facility. Also, during the course of the initial closing in the Spring for the pandemic, the Crooked Pint did implement changes, including a management change which has had a very positive impact on feedback we are now receiving from patrons. Because of this, for 2021 operations, we are budgeting this number to be \$411,122, with us seeing potential for more growth in the Event Center banquet opportunities, especially throughout the weekdays, which tends to be the Event Center's slowest times. While this is the regular budget amount we will budget, we will be planning that the actual revenue generated would be \$300,000 because of COVID impacts.

The second major source of revenue is Curling Membership and League fees. In the 2016-2017 season, the CEC had over 1,200 members of the facility, and was considered the largest curling facility in the Country by membership. For the 2017-2018 season, the facility was at approximately 950 members, and ended up matching the first year for league and membership revenue. For the 2019 season, we increased the number of members to 974 members and the Leagues continue to be full through the heart of our two Winter seasons. It should be noted that we currently have 78% of our members or are non-residents, with 22% being residents. In this sense, this facility has helped attract out of town visitors to our downtown area on a weekly basis, which was a major objective of this overall project. As mentioned previously, the impact of COVID on Curling Memberships is that it has dropped them down by about 16% down to 756 people. Based on a recent member survey, many people who chose not to curl plan on coming back after the pandemic is complete, which we think speaks well to the long-term strength of this component of the building. For our Regular Budgeting purposes, we will budget \$486,881 for Curling Operations, which include leagues and memberships, as well as Learn to Curls in the facility during 2021. Based on the impact of COVID, for our Planning Budget purpose, we will be planning that the impacts of COVID will bring this down to \$390,000. Our 2019 Revenue for our Curling Operations was \$492,844.

The third major source of revenue in the CEC is from the Event Center itself. For the event center, we generate revenue off both the rental of the room for events, as well as from the sale of food and alcohol in the facility. For the room rental, we have groups renting the facility for anything as big as weddings, class reunions and Senior Proms, to renting it for non-profit fundraisers. Depending on the day, fees can be as low as \$400 for 4 hours on a Sunday-Thursday block, all the way to \$1,800 for an 8-hour block on a Saturday for non-residents. From a revenue perspective, the Event Center Component of our facility is one that is very difficult to see activity in, as many people have postponed major events such as Weddings. For 2019, we saw revenues of \$121,975 for the Event Center, and would recommend budgeting for our Regular Budget an amount of \$121,183 for 2021. From a Planning Budget perspective, we

expect COVID will end up cutting our potential for revenue in half, which is why we are planning for revenue of \$69,880 in the Event Center for 2021.

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

	Regular Rate	Resident Rate
Friday Package (May-October)	\$1,800	\$1,600
Friday Package (November-April)	\$1,550	\$1,900
Saturday Package (May-October)	\$2,200	\$1,900
Saturday Package (November-April)	\$1,950	\$1,650
Sunday-Thursday 4 hours	\$475	\$400
Sunday-Thursday 8 hours	\$775	\$700
Hourly	\$100	\$90

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

Finally, our last source of revenue for the Curling facility is through Corporate Events in our Curling Facility. Our Corporate Events are booked on weekday afternoons within the Curling Center, and include the use of the Curler's Lounge in the front of the rink for business meetings and lunch, with a Learn to Curl session, complete with instructors, provided for the participants as a team building event. These Corporate Events have been very popular, with several afternoons per week booked for these events. The fee for these Corporate Events is \$45 per person. If a corporate event is held on the weekend, the fee is \$50 per person. Food is something that is provided separately from Crooked Pint, but they can order and be served directly in the Curler's Lounge Space. The total revenue generated for this service in 2019 was \$245,947 which was significantly above our original budget for that year. Unfortunately, with people not gathering employee groups because of COVID, this has had a major impact on the Corporate Events. While we are recommending budgeting \$240,000 for the regular

2021 budget, we are planning that these will be cut in half over 2021 due to COVID, with us planning to generate \$123,000 in 2021.

The final revenue source we have coming in is \$1,573,947 from the Community Building Fund to support the debt service on the construction of this project.

Based on this, we are recommending that the adopted revenue budget we have for 2021 will be \$2,833,133, our planned budget that we will be working off will be set at \$2,456,955. Again, we hope that we can utilize Federal assistance to help replace these lost revenues but would need to utilize our Self Insurance Fund if we did not receive any assistance.

Below is a chart reflecting the actual revenue number for 2019, as well as the budgeted revenue for the 2020 budget year, along with the proposed regular budget for 2021 and the planned budget we will be working from.

Revenues	Actual 2019	Budget 2020	Normal Budget 2021	Planned Budget 2021	Change	%Change
Event Center Rental	\$121,975	\$29,738	\$121,183	\$69,880	-\$51,303	-42.34%
Curling Center Leagues/Me	\$492,844	\$285,408	\$486,881	\$390,128	-\$96,753	-19.87%
Corporate Curling Events	\$245,947	\$109,000	\$240,000	\$123,000	-\$117,000	-48.75%
Restaurant Lease	\$379,420	\$239,560	\$411,122	\$300,000	-\$111,122	-27.03%
Community Fund Transfer	\$1,484,099	\$1,497,168	\$1,573,947	\$1,573,947	\$0	
Other Revenue	\$105	\$0	\$0	\$0	\$0	
Total Operating Revenues	\$2,724,390	\$2,160,874	\$2,833,133	\$2,456,955	-\$376,178	-13.28%

2021 Expenditures

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

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

For 2021, we are already going into the year planning that we will be furloughing all part-time staff until things get back to normal more so that we can keep down costs. Over the course of the year we will continue to look for ways to reduce costs, to help address issues from the pandemic.

Our full-time staff consists of our Curling Manager, our Curling Ice Maker, the Event Center Manager, our Facility Coordinator Position, as well as our full time Custodian. Each are responsible for the day-to-day leadership of their individual areas, although we do see cross-over between the positions because of the interrelation of many things within the facility. As with the Community Center, because this facility falls under the general Parks and Recreation Department, we do get the benefits of efficiency being able to provide some shared staff both with the Park and Recreation Department out of the General Fund, and the Community Center staff through this Enterprise Fund. These are similar efficiencies we see between other Enterprise Funds, and the General Fund, thus allowing us to keep our Administrative costs as low as possible in each of these funds.

From a day-to-day operational standpoint, the biggest expenses we have other than staffing in the CEC is the cost of Utilities, general custodial duties within the facility, and the cost of maintaining our mechanical systems within the building. From a utility perspective, we break down the cost of Utilities based on the area of the building based on the City versus leasable portions of the building. The utilities include sewer, water, electric, gas and garbage. Within the Event Center, Curling Center and general common areas of the facility, our Utility costs are approximately \$160,000 per year, with the costs within the restaurant area being approximately \$45,000 per year. We see this number staying relatively constant in 2021, although we will see some reduced costs with the facility having to be shut down.

The only other thing to mention as part of the CEC budget is that all debt service is included in the overall budget for the entire project, including the Firemen's Park redevelopment components. Because this debt service is covered through dollars accumulated in our "Community Building Fund", the EDA and our expired TIF District #4, we do see a transfer of dollars coming into the CEC Fund, with those then going back out to support this debt service. This is not expenses related to day-to-day operations. Based on the total Revenue and Expense budget for 2021, both from a regular and planned sense, below is the expenditure budget that we would suggest for 2021. Again, we will try to seek outside assistance to be able to fill these gaps and is why we are recommending initially setting a regular budget (as if COVID had not occurred) to know what our actual loss is compared to a normal year. However, if we do not receive any assistance, we will need to later in the year amend our budget to reflect numbers more like our Planned Budget and fill any gaps through our Self Insurance Fund.

Expenditures	Actual 2019	Budget 2020	Normal Budget 2021	Planned Budeget 2021	Change	% Change
Administration/General Fac	\$610,345	\$691,769	\$725,250	\$725,250	\$0	0.00%
Event Center	\$110,646	\$129,751	\$117,343	\$116,343	-\$1,000	-0.85%
Curling Center	\$443,385	\$298,254	\$335,607	\$293,257	-\$42,350	-12.62%
Crooked Pint	\$131,147	\$74,963	\$58,525	\$58,525	\$0	0.00%
Other	\$85	\$0	\$21,020	\$1,255	-\$19,765	-94.03%
Depreciation	\$628,588	\$5,000	\$5,000	\$5,000	\$0	0.00%
Debt Service	\$489,965	\$1,589,077	\$1,586,101	\$1,586,846	\$745	0.05%
Total Operating Expenses	\$2,414,161	\$2,788,814	\$2,848,846	\$2,786,476	-\$62,370	-2.19%

One final item that should be noted is work that we will be starting back up again once the pandemic is complete. This work will entail looking at what we need to put back into the building from a Capital Improvement Schedule standpoint. Based on work

completed in 2019, we have identified that we have an average of approximately \$85,000 we should be reinvesting back into this facility on an annual basis. Staff is currently working on putting together a sponsorship package program to roll out once the pandemic is complete with the goal of raising additional dollars from this to support this CIP cost.

CITY OF CHASKA

State of Minnesota

****DRAFT****

2021 BUDGET

For the Fiscal Year Ending December 31, 2021

Proposed to Chaska City Council on:
December 21, 2020

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

(952)-448-9200

www.chaskamn.com

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Revenues and Other
Financing Sources

And

Expenditures/Expenses and
Other Financing Uses

by Fund

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General Fund

(Fund 101)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON
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PROJECTION: 21101 2021 Budget - 101 General Fund
FOR PERIOD 99
ACCOUNTS FOR:

101-General Fund	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 101-General Fund	527,641.47	-77,038.91	128,341.60	-927,447.96	.00	.00	.0%
TOTAL REVENUE	-14,897,963.52	-16,034,407.70	-17,381,011.26	-18,243,077.99	-18,802,763.00	-20,107,676.00	.0%
TOTAL EXPENSE	15,425,604.99	15,957,368.79	17,509,352.86	17,315,630.03	18,802,763.00	20,107,676.00	.0%
GRAND TOTAL	527,641.47	-77,038.91	128,341.60	-927,447.96	.00	.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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PROJECTION: 21101 2021 Budget - 101 General Fund

FOR PERIOD 99

ACCOUNTS FOR:

101-General Fund	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-11,055,262.41	-12,754,530.55	-13,654,816.16	-15,368,558.86	-14,941,821.00	-16,080,697.00	7.6%
Unassigned	-11,055,262.41	-12,754,530.55	-13,654,816.16	-15,368,558.86	-14,941,821.00	-16,080,697.00	7.6%
10 General Government							
Council	171,318.57	156,008.52	164,711.67	195,411.15	132,407.00	145,078.00	9.6%
Communication	-291,777.35	-225,353.79	-239,062.19	-136,638.90	-231,233.00	-218,385.00	-5.6%
Administration	630,799.65	882,595.13	917,156.12	690,108.72	767,132.00	769,981.00	.4%
Human Resources	.00	.00	35.65	255,392.20	268,201.00	286,290.00	6.7%
Elections	.00	22,201.15	9,010.64	54,760.75	37,612.00	5,402.00	-85.6%
AS:Finance	1,474,148.69	1,514,662.97	1,611,520.91	1,495,302.58	1,651,826.00	1,626,115.00	-1.6%
AS:Information Servies	752,759.57	602,300.46	736,007.56	675,104.80	782,435.00	771,715.00	-1.4%
AS: Information Srvc	.00	.00	1,096.17	-68,235.28	.00	-674.00	.0%
Legal	153,485.61	117,159.93	117,797.57	118,293.02	80,000.00	80,400.00	.5%
Community Development	-150,439.65	102,983.04	119,966.18	265,604.68	273,531.00	277,494.00	1.4%
Engineering	251,639.67	330,751.44	368,285.27	328,979.06	363,319.00	410,685.00	13.0%
Govt Bldgs - 1 City Ha	223,237.12	236,165.07	215,098.95	224,466.28	226,235.00	236,140.00	4.4%
Building Maintenance	.00	.00	.00	211,933.39	136,142.00	348,753.00	156.2%
Unallocated	-19.70	263.79	-1,734.00	33,278.96	40,398.00	466,623.00	1055.1%
General Government	3,215,152.18	3,739,737.71	4,019,890.50	4,343,761.41	4,528,005.00	5,205,617.00	15.0%
20 Public Safety							
211 or 2110 Police	3,678,920.02	3,690,840.04	4,008,525.37	4,426,909.45	4,173,381.00	4,629,559.00	10.9%
State DUI Stat 169A.63	-4,626.21	-3,201.76	.00	.00	-4,300.00	-4,471.00	4.0%
Forfeited Drug Propert	3,659.01	-844.05	.00	.00	1,000.00	1,006.00	.6%
Crime Prevention Progr	-182.46	-311.10	-152.03	170.00	350.00	352.00	.6%
Fire	1,285,312.33	1,417,144.11	1,550,077.51	1,716,625.42	1,741,349.00	1,792,581.00	2.9%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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PROJECTION: 21101 2021 Budget - 101 General Fund

FOR PERIOD 99

ACCOUNTS FOR:

101-General Fund	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
Building Inspections	.00	.00	-.90	-33,429.59	55,393.00	-104,159.00	-288.0%
Civil Defense	3,785.00	6,787.53	4,880.00	11,653.00	5,728.00	5,756.00	.5%
COVID-19 Coronavirus	.00	.00	.00	260,513.90	.00	.00	.0%
Public Safety	4,966,867.69	5,110,414.77	5,563,329.95	6,382,442.18	5,972,901.00	6,320,624.00	5.8%
30 Public Works							
311 or 3110 PW Adminis	290,591.14	336,463.10	341,727.97	428,053.94	364,719.00	392,742.00	7.7%
312 or 3120 Street	1,119,677.67	1,297,800.55	1,458,492.42	1,574,691.32	1,773,798.00	1,758,812.00	-.8%
313 or 3130 Snow Remov	135,788.66	263,656.60	317,416.91	201,497.33	243,302.00	242,330.00	-.4%
314 or 3140 Sign Machi	5,074.42	5,563.85	5,745.60	2,211.28	10,240.00	10,381.00	1.4%
Municipal Services Bui	190,371.64	253,483.51	238,650.40	163,913.31	230,202.00	233,041.00	1.2%
Park Maintenance	1,162,721.19	1,108,753.31	1,155,728.82	1,225,106.48	1,131,460.00	1,216,989.00	7.6%
ISD112 Grounds Maint	-46,396.55	-53,338.70	-62,624.82	-61,649.70	-71,493.00	-72,625.00	1.6%
Tree Contol	946.95	14,930.11	-3,808.00	-395.39	9,990.00	12,951.00	29.6%
Public Works	2,858,775.12	3,227,312.33	3,451,329.30	3,533,428.57	3,692,218.00	3,794,621.00	2.8%
50 Parks & Recreation							
511 or 5110 PRA Admin	381,089.00	302,640.77	440,433.97	432,840.36	493,328.00	473,849.00	-3.9%
521 or 5210 Youth	40,911.51	124,870.49	137,416.92	168,210.93	158,906.00	159,738.00	.5%
523 or 5230 Adult	73,307.57	80,717.34	71,260.33	56,216.06	67,716.00	73,139.00	8.0%
524 or 5240 Firemens P	38,295.47	79,451.86	90,091.04	42,752.44	17,034.00	41,439.00	143.3%
527 or 5270 Skating Ri	8,505.34	12,346.37	9,405.75	10,054.43	11,713.00	11,670.00	-.4%
Parks & Recreation	542,108.89	600,026.83	748,608.01	710,074.22	748,697.00	759,835.00	1.5%
TOTAL 101-General Fund	527,641.47	-77,038.91	128,341.60	-398,852.48	.00	.00	.0%
TOTAL REVENUE	-14,897,963.52	-16,034,407.70	-17,381,011.26	-18,258,069.67	-18,802,763.00	-20,107,676.00	.0%
TOTAL EXPENSE	15,425,604.99	15,957,368.79	17,509,352.86	17,859,217.19	18,802,763.00	20,107,676.00	.0%
GRAND TOTAL	527,641.47	-77,038.91	128,341.60	-398,852.48	.00	.00	.0%

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

Equipment Acquisition Fund

(Fund 448)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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PROJECTION: 21448 2021 Budget - 448 EQA Fund

FOR PERIOD 99

ACCOUNTS FOR:

448-Equipment Acquisition	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 448-Equipment Acquisition	-916,598.02	185,179.78	-983,803.39	1,056,058.47	619,000.00	809,773.00	30.8%
TOTAL REVENUE	-3,104,860.01	-1,470,124.50	-2,737,440.69	-354,921.53	-3,775,000.00	-3,531,159.00	-6.5%
TOTAL EXPENSE	2,188,261.99	1,655,304.28	1,753,637.30	1,410,980.00	4,394,000.00	4,340,932.00	-1.2%
GRAND TOTAL	-916,598.02	185,179.78	-983,803.39	1,056,058.47	619,000.00	809,773.00	30.8%

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

12/16/2020 15:20
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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnrpts 1

PROJECTION: 21448 2021 Budget - 448 EQA Fund

FOR PERIOD 99

ACCOUNTS FOR:

448-Equipment Acquisition	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-2,436,831.01	-622,143.00	-2,038,981.69	506,866.96	-303,000.00	338,773.00	-211.8%
Unassigned	-2,436,831.01	-622,143.00	-2,038,981.69	506,866.96	-303,000.00	338,773.00	-211.8%
10 General Government							
Communication	-4,000.00	-4,000.00	-4,000.00	-4,000.00	6,000.00	6,000.00	.0%
AS:Finance	255,336.61	66,240.90	.00	.00	23,000.00	23,000.00	.0%
AS:Information Servies	286,428.86	93,840.98	50,080.57	91,803.67	52,000.00	63,000.00	21.2%
Community Development	.00	-704.00	.00	.00	.00	.00	.0%
Govt Bldgs - 1 City Ha	.00	127,807.40	.00	.00	.00	.00	.0%
General Government	537,765.47	283,185.28	46,080.57	87,803.67	81,000.00	92,000.00	13.6%
20 Public Safety							
211 or 2110 Police	55,464.07	64,619.14	170,391.21	176,871.08	201,000.00	82,000.00	-59.2%
Fire	560,841.92	8,368.92	64,938.30	-2,850.00	290,000.00	80,000.00	-72.4%
Civil Defense	.00	.00	19,131.50	.00	.00	.00	.0%
Public Safety	616,305.99	72,988.06	254,461.01	174,021.08	491,000.00	162,000.00	-67.0%
30 Public Works							
311 or 3110 PW Adminis	338,551.03	451,149.44	727,349.71	287,355.25	158,000.00	167,000.00	5.7%
Public Works	338,551.03	451,149.44	727,349.71	287,355.25	158,000.00	167,000.00	5.7%
70 Debt Service							
Debt Service Govt	27,610.50	.00	27,287.01	.00	192,000.00	50,000.00	-74.0%
Debt Service	27,610.50	.00	27,287.01	.00	192,000.00	50,000.00	-74.0%
TOTAL 448-Equipment Acquisti	-916,598.02	185,179.78	-983,803.39	1,056,046.96	619,000.00	809,773.00	30.8%
TOTAL REVENUE	-3,104,860.01	-1,470,124.50	-2,737,440.69	-354,933.04	-3,775,000.00	-3,531,159.00	-6.5%
TOTAL EXPENSE	2,188,261.99	1,655,304.28	1,753,637.30	1,410,980.00	4,394,000.00	4,340,932.00	-1.2%
GRAND TOTAL	-916,598.02	185,179.78	-983,803.39	1,056,046.96	619,000.00	809,773.00	30.8%

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Mount Pleasant Fund

(Fund 202)

All Sources and All Uses

12/14/2020 14:26
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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 21202 2021 Budget - 202 Mount Pleasant

FOR PERIOD 99

ACCOUNTS FOR:

202-Mount Pleasant	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 202-Mount Pleasant	2,197.75	2,851.88	4,369.21	4,749.17	4,800.00	4,588.00	-4.4%
TOTAL REVENUE	-7,394.75	-9,388.12	-8,257.80	-7,888.83	-8,700.00	-8,912.00	2.4%
TOTAL EXPENSE	9,592.50	12,240.00	12,627.01	12,638.00	13,500.00	13,500.00	.0%
GRAND TOTAL	2,197.75	2,851.88	4,369.21	4,749.17	4,800.00	4,588.00	-4.4%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 21202 2021 Budget - 202 Mount Pleasant

FOR PERIOD 99

ACCOUNTS FOR:

202-Mount Pleasant	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-7,394.75	-9,388.12	-8,257.80	-7,888.83	-8,700.00	-8,912.00	2.4%
Unassigned	-7,394.75	-9,388.12	-8,257.80	-7,888.83	-8,700.00	-8,912.00	2.4%
30 Public Works							
Park Maintenance	9,592.50	12,240.00	12,627.01	12,638.00	13,500.00	13,500.00	.0%
Public Works	9,592.50	12,240.00	12,627.01	12,638.00	13,500.00	13,500.00	.0%
TOTAL 202-Mount Pleasant	2,197.75	2,851.88	4,369.21	4,749.17	4,800.00	4,588.00	-4.4%
TOTAL REVENUE	-7,394.75	-9,388.12	-8,257.80	-7,888.83	-8,700.00	-8,912.00	2.4%
TOTAL EXPENSE	9,592.50	12,240.00	12,627.01	12,638.00	13,500.00	13,500.00	.0%
GRAND TOTAL	2,197.75	2,851.88	4,369.21	4,749.17	4,800.00	4,588.00	-4.4%

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Chaska EDA Fund

(Fund 251)

All Sources and All Uses

12/14/2020 14:27
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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts
1

PROJECTION: 21251 2021 Budget - 251 EDA Fund

FOR PERIOD 99

ACCOUNTS FOR:

251-Chaska EDA	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 251-Chaska EDA	91,875.83	303,284.11	-88,768.65	43,765.56	.00	.00	.0%
TOTAL REVENUE	-1,388,437.87	-631,525.20	-839,788.51	-551,460.22	-316,647.00	-405,833.00	.0%
TOTAL EXPENSE	1,480,313.70	934,809.31	751,019.86	595,225.78	316,647.00	405,833.00	.0%
GRAND TOTAL	91,875.83	303,284.11	-88,768.65	43,765.56	.00	.00	.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnrpts

PROJECTION: 21251 2021 Budget - 251 EDA Fund

FOR PERIOD 99

ACCOUNTS FOR:

251-Chaska EDA	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-340,011.95	-209,198.76	-366,085.12	-250,011.28	-245,347.00	-333,633.00	36.0%
Unassigned	-340,011.95	-209,198.76	-366,085.12	-250,011.28	-245,347.00	-333,633.00	36.0%
65 Economic Development							
652 or 6520 Chaska EDA	1,018,763.16	259,785.69	184,992.59	208,907.56	239,065.00	328,652.00	37.5%
Brickyard Imp	.00	627.00	.00	.00	.00	.00	.0%
Peacock Inn	5,025.20	4,612.00	13,597.87	4,369.48	4,982.00	3,678.00	-26.2%
Special Service Distri	19,247.34	23,294.76	2,936.39	58,294.70	1,300.00	1,303.00	.2%
Economic Development	1,043,035.70	288,319.45	201,526.85	271,571.74	245,347.00	333,633.00	36.0%
66 Economic Opportunity							
City Square West	36,020.08	224,163.42	75,789.62	23,605.10	.00	.00	.0%
Economic Opportunity	36,020.08	224,163.42	75,789.62	23,605.10	.00	.00	.0%
TOTAL 251-Chaska EDA	739,043.83	303,284.11	-88,768.65	45,165.56	.00	.00	.0%
TOTAL REVENUE	-741,269.87	-631,525.20	-839,788.51	-551,460.22	-316,647.00	-405,833.00	.0%
TOTAL EXPENSE	1,480,313.70	934,809.31	751,019.86	596,625.78	316,647.00	405,833.00	.0%
GRAND TOTAL	739,043.83	303,284.11	-88,768.65	45,165.56	.00	.00	.0%

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Electric Fund

(Fund 601)

All Sources and All Uses

12/09/2020 15:12
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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts
1

PROJECTION: 21601 2021 Budget - 601 Electric Fund

FOR PERIOD 99

ACCOUNTS FOR:

601-Electric	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 601-Electric	-1,086,419.33	-2,114,760.20	-888,000.75	728,741.18	225,219.00	-475.00	-100.2%
TOTAL REVENUE	-38,304,981.09	-41,717,378.94	-42,106,535.52	-37,119,779.80	-41,960,500.00	-40,716,500.00	-3.0%
TOTAL EXPENSE	37,218,561.76	39,602,618.74	41,218,534.77	37,848,520.98	42,185,719.00	40,716,025.00	-3.5%
GRAND TOTAL	-1,086,419.33	-2,114,760.20	-888,000.75	728,741.18	225,219.00	-475.00	-100.2%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnrpts 1

PROJECTION: 21601 2021 Budget - 601 Electric Fund

FOR PERIOD 99

ACCOUNTS FOR:

601-Electric	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-37,185,996.62	-40,252,006.62	-36,126,195.70	-31,691,662.60	-36,176,500.00	-34,424,500.00	-4.8%
Unassigned	-37,185,996.62	-40,252,006.62	-36,126,195.70	-31,691,662.60	-36,176,500.00	-34,424,500.00	-4.8%
80 Enterprise							
Product/Production	26,415,969.86	28,654,422.55	28,292,977.43	24,337,540.26	28,300,000.00	25,901,000.00	-8.5%
Transmission/Distrib/C	2,020,612.64	1,669,811.89	2,066,853.10	3,680,177.62	3,043,979.00	3,073,276.00	1.0%
Load Conservation	493,681.06	546,879.71	561,624.07	326,716.51	663,974.00	669,919.00	.9%
Administration Sys	1,879,118.61	2,255,726.81	2,410,673.26	3,010,559.95	3,009,145.00	3,350,308.00	11.3%
Administration Billing	386,156.22	447,877.25	706,255.80	622,304.45	557,407.00	598,708.00	7.4%
Franchise Fee	3,521,540.00	3,820,670.00	.00	.00	.00	.00	.0%
Depreciation	1,013,192.72	1,131,126.07	1,180,169.36	.00	.00	.00	.0%
Capital Project Codes	112,604.90	804,508.39	644,081.64	27,495.21	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	485,103.98	.00	.00	.0%
TIF Admin Expenses	-115,459.23	-1,555,207.78	-963,455.71	2,436.35	.00	.00	.0%
Enterprise	35,727,416.78	37,775,814.89	34,899,178.95	32,492,334.33	35,574,505.00	33,593,211.00	-5.6%
90 Non Operating							
Non-Oprt Dbt Srv Propr	372,160.51	361,431.53	339,016.00	345,089.00	827,214.00	830,814.00	.4%
Non Operating	372,160.51	361,431.53	339,016.00	345,089.00	827,214.00	830,814.00	.4%
TOTAL 601-Electric	-1,086,419.33	-2,114,760.20	-888,000.75	1,145,760.73	225,219.00	-475.00	-100.2%
TOTAL REVENUE	-38,304,981.09	-41,717,378.94	-42,106,535.52	-37,127,171.12	-41,960,500.00	-40,716,500.00	-3.0%
TOTAL EXPENSE	37,218,561.76	39,602,618.74	41,218,534.77	38,272,931.85	42,185,719.00	40,716,025.00	-3.5%
GRAND TOTAL	-1,086,419.33	-2,114,760.20	-888,000.75	1,145,760.73	225,219.00	-475.00	-100.2%

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

Water Fund

(Fund 602)

All Sources and All Uses

12/09/2020 15:13
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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 21602 2021 Budget - 602 Water Fund

FOR PERIOD 99

ACCOUNTS FOR:

602-Water	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 602-Water	-504,808.94	-323,021.52	1,130,900.64	-627,290.42	-11,725.00	-77,383.00	560.0%
TOTAL REVENUE	-3,469,530.39	-3,406,968.80	-3,711,485.05	-3,522,500.64	-3,484,300.00	-3,930,840.00	12.8%
TOTAL EXPENSE	2,964,721.45	3,083,947.28	4,842,385.69	2,895,210.22	3,472,575.00	3,853,457.00	11.0%
GRAND TOTAL	-504,808.94	-323,021.52	1,130,900.64	-627,290.42	-11,725.00	-77,383.00	560.0%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnrpts 1

PROJECTION: 21602 2021 Budget - 602 Water Fund

FOR PERIOD 99

ACCOUNTS FOR:

602-Water	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-3,490,368.91	-3,311,357.31	-2,222,958.15	-3,411,648.20	-3,378,300.00	-3,783,240.00	12.0%
Unassigned	-3,490,368.91	-3,311,357.31	-2,222,958.15	-3,411,648.20	-3,378,300.00	-3,783,240.00	12.0%
80 Enterprise							
Pumping	356,238.59	220,813.85	201,675.36	313,581.03	365,137.00	511,970.00	40.2%
Water Treatment	274,698.95	294,743.66	292,878.83	322,924.15	269,812.00	322,742.00	19.6%
Transmission/Distrib/C	684,326.15	713,927.29	892,223.33	829,675.49	869,611.00	901,097.00	3.6%
Administration Sys	422,820.93	479,729.76	608,356.12	716,351.92	711,064.00	771,270.00	8.5%
Administration Billing	147,396.63	151,200.30	184,580.52	204,502.21	191,420.00	197,006.00	2.9%
815 or 8150 Bnd Cp Cst	-18,924.49	-28,577.49	-27,647.66	-26,496.85	-30,000.00	-28,700.00	-4.3%
Depreciation	753,759.65	791,339.92	819,732.92	.00	.00	.00	.0%
Enterprise	2,620,316.41	2,623,177.29	2,971,799.42	2,360,537.95	2,377,044.00	2,675,385.00	12.6%
90 Non Operating							
Non-Oprt Dbt Srv Propr	365,243.56	365,158.50	382,059.37	487,775.44	989,531.00	1,030,472.00	4.1%
Non Operating	365,243.56	365,158.50	382,059.37	487,775.44	989,531.00	1,030,472.00	4.1%
TOTAL 602-Water	-504,808.94	-323,021.52	1,130,900.64	-563,334.81	-11,725.00	-77,383.00	560.0%
TOTAL REVENUE	-3,469,530.39	-3,406,968.80	-3,711,485.05	-3,525,731.51	-3,484,300.00	-3,930,840.00	12.8%
TOTAL EXPENSE	2,964,721.45	3,083,947.28	4,842,385.69	2,962,396.70	3,472,575.00	3,853,457.00	11.0%
GRAND TOTAL	-504,808.94	-323,021.52	1,130,900.64	-563,334.81	-11,725.00	-77,383.00	560.0%

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Sewer Fund

(Fund 603)

All Sources and All Uses

12/09/2020 15:13
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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts 1

PROJECTION: 21603 2021 Budget - 603 Sewer Fund

FOR PERIOD 99

ACCOUNTS FOR:

603-Sewer	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 603-Sewer	-199,956.82	-81,369.82	1,199,464.12	958,933.00	358,398.00	95,356.00	-73.4%
TOTAL REVENUE	-3,822,009.84	-4,010,985.88	-4,397,142.72	-3,832,001.58	-4,328,252.00	-4,701,450.00	8.6%
TOTAL EXPENSE	3,622,053.02	3,929,616.06	5,596,606.84	4,790,934.58	4,686,650.00	4,796,806.00	2.4%
GRAND TOTAL	-199,956.82	-81,369.82	1,199,464.12	958,933.00	358,398.00	95,356.00	-73.4%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnrpts 1

PROJECTION: 21603 2021 Budget - 603 Sewer Fund

FOR PERIOD 99

ACCOUNTS FOR:

603-Sewer	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-3,870,888.38	-3,884,393.54	-2,752,123.84	-3,704,713.48	-4,212,252.00	-4,524,450.00	7.4%
Unassigned	-3,870,888.38	-3,884,393.54	-2,752,123.84	-3,704,713.48	-4,212,252.00	-4,524,450.00	7.4%
80 Enterprise							
Pumping	17,352.86	82,680.74	19,921.33	56,186.51	49,056.00	25,829.00	-47.3%
Water Treatment	2,181,822.36	2,308,938.00	2,433,857.16	2,675,539.20	2,675,539.00	2,713,317.00	1.4%
Transmission/Distrib/C	748,580.74	591,926.03	462,219.39	702,458.14	747,487.00	715,047.00	-4.3%
Administration Sys	416,666.29	475,091.70	598,960.93	702,946.77	693,181.00	757,098.00	9.2%
Administration Billing	147,638.22	151,789.97	189,988.47	194,765.06	186,351.00	192,402.00	3.2%
Depreciation	83,161.31	112,330.31	124,553.72	.00	.00	.00	.0%
Savanna Way Lift Stati	.00	.00	.00	20,459.86	.00	.00	.0%
Enterprise	3,595,221.78	3,722,756.75	3,829,501.00	4,352,355.54	4,351,614.00	4,403,693.00	1.2%
90 Non Operating							
Non-Opert Dbt Srv Propr	75,709.78	80,266.97	122,086.96	115,000.18	219,036.00	216,113.00	-1.3%
Non Operating	75,709.78	80,266.97	122,086.96	115,000.18	219,036.00	216,113.00	-1.3%
TOTAL 603-Sewer	-199,956.82	-81,369.82	1,199,464.12	762,642.24	358,398.00	95,356.00	-73.4%
TOTAL REVENUE	-3,822,009.84	-4,010,985.88	-4,397,142.72	-3,833,016.78	-4,328,252.00	-4,701,450.00	8.6%
TOTAL EXPENSE	3,622,053.02	3,929,616.06	5,596,606.84	4,595,659.02	4,686,650.00	4,796,806.00	2.4%
GRAND TOTAL	-199,956.82	-81,369.82	1,199,464.12	762,642.24	358,398.00	95,356.00	-73.4%

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Community Center Fund

(Fund 604)

All Sources and All Uses

12/16/2020 14:28
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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts 1

PROJECTION: 21604 2021 Budget - 604 Community Center Fund

FOR PERIOD 99

ACCOUNTS FOR:

604-Community Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 604-Community Center	1,003,324.44	1,249,951.28	1,048,918.24	1,807,740.91	1,543,950.00	.00	-100.0%
TOTAL REVENUE	-3,597,624.20	-3,510,986.37	-3,650,192.85	-2,389,173.17	-2,481,062.00	-4,086,920.00	64.7%
TOTAL EXPENSE	4,600,948.64	4,760,937.65	4,699,111.09	4,196,914.08	4,025,012.00	4,086,920.00	1.5%
GRAND TOTAL	1,003,324.44	1,249,951.28	1,048,918.24	1,807,740.91	1,543,950.00	.00	-100.0%

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

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnrpts 1

PROJECTION: 21604 2021 Budget - 604 Community Center Fund

FOR PERIOD 99

ACCOUNTS FOR:

604-Community Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-761,048.58	-423,573.11	-383,106.93	-541,359.55	-637,600.00	-465,100.00	-27.1%
Unassigned	-761,048.58	-423,573.11	-383,106.93	-541,359.55	-637,600.00	-465,100.00	-27.1%
20 Public Safety							
COVID-19 Coronavirus Public Safety	.00 .00	.00 .00	.00 .00	68,070.18 68,070.18	.00 .00	.00 .00	.0% .0%
80 Enterprise							
Administration Sys	-642,599.80	-753,243.06	-802,294.35	-136,561.84	-96,831.00	-1,223,272.00	1163.3%
Community Events	3,926.21	4,684.15	2,568.03	-111.65	2,872.00	1,396.00	-51.4%
Community Room	-33,897.62	-39,256.40	-62,451.93	-21,728.89	-20,000.00	-40,000.00	100.0%
Craft Rooms	-24,151.59	-22,247.70	-21,231.80	-4,876.53	-6,734.00	-21,154.00	214.1%
Wellness Add Water Aer	2,889.44	365.43	2,391.12	1,643.17	2,550.00	.00	-100.0%
Wellness Add Studio Ae	-75,257.96	-57,544.72	-55,103.85	12,722.81	-17,388.00	-89,149.00	412.7%
Front Desk	119,488.35	140,789.44	146,669.02	163,526.00	116,224.00	101,585.00	-12.6%
Rainbow Room	-4,030.38	-7,572.10	-4,583.32	-540.00	-577.00	.00	-100.0%
Wellness Add Programs	-22,017.26	-13,280.67	-10,470.34	-46.84	-8,156.00	-35,206.00	331.7%
Gym	-12,115.23	-12,674.98	-7,997.35	-14,067.33	-8,221.00	-35,115.00	327.1%
Gym Batting Cage	147.37	.00	-1,862.00	-966.00	-966.00	.00	-100.0%
Gym Gymnastics	-6,165.03	-9,233.82	-7,326.28	4,365.44	4,259.00	.00	-100.0%
Ice Arena	-430,874.17	-387,575.72	-507,590.53	-263,942.51	-245,983.00	-512,484.00	108.3%
Maintenance	1,123,667.96	1,179,062.57	1,207,720.23	1,142,811.21	1,110,134.00	1,296,992.00	16.8%
Wellness Add Cycling	119.91	40.00	.00	.00	.00	.00	.0%
Wellness Add Pers Trai	-3,454.23	721.27	15,790.02	11,381.35	11,726.00	-13,746.00	-217.2%
Wellness Add	113,462.73	118,483.05	123,376.26	121,853.05	127,594.00	126,573.00	-.8%
Play & Daycare Room	21,940.84	60,393.56	64,022.26	46,937.26	37,147.00	36,156.00	-2.7%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnrpts 2

PROJECTION: 21604 2021 Budget - 604 Community Center Fund

FOR PERIOD 99

ACCOUNTS FOR:

604-Community Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
Trek & Trails	-5,149.52	16,228.42	22,292.30	40,030.30	42,183.00	.00	-100.0%
Club Extreme	-27,463.53	-24,622.18	-13,155.12	30,838.43	37,022.00	.00	-100.0%
Racquetball	-11,600.78	-9,667.33	-9,075.43	-3,105.53	-4,846.00	.00	-100.0%
Swimming Pool	341,714.24	351,264.15	398,257.23	511,016.27	489,560.00	450,184.00	-8.0%
Swim Lessons	-89,931.21	-79,514.96	-65,622.51	-6,019.97	-48,565.00	-75,430.00	55.3%
Theater	-81,413.30	-88,687.59	-90,036.70	-77,249.15	-38,750.00	-97,123.00	150.6%
Lodge	49,069.51	47,845.06	67,745.02	188,182.85	197,306.00	170,886.00	-13.4%
Birthday Party	-32,963.96	-24,463.33	-34,086.52	-4,935.29	-9,889.00	-37,000.00	274.2%
Tot-Time Preschool	-94.67	-2,524.85	-3,213.54	-1,902.00	-2,356.00	.00	-100.0%
General Facility	403,688.06	278,076.82	98,345.41	91,437.11	27,000.00	62,000.00	129.6%
Adventure Prgm State G	114,864.44	117,106.26	99,937.33	3,107.41	-1,200.00	-1,350.00	12.5%
Before & After School	-146.29	-4,784.84	-2,793.91	272.40	3,655.00	-73,713.00	-2116.8%
Vending	-18,235.22	-23,297.32	-20,304.19	-8,346.23	-14,000.00	-30,000.00	114.3%
Depreciation	710,668.51	729,337.81	748,505.61	.00	.00	.00	.0%
Proj Code - Divn	7,844.20	.00	.00	.00	.00	.00	.0%
Enterprise	1,491,930.02	1,484,206.42	1,278,420.17	1,825,725.30	1,684,770.00	-38,970.00	-102.3%
90 Non Operating							
Proj Code-Divn	.00	.00	.00	149,858.00	.00	.00	.0%
CCC - Project - Activi	.00	.00	.00	.00	.00	.00	.0%
Non-Opert Dbt Srv Propr	272,443.00	189,317.97	153,605.00	305,446.98	496,780.00	504,070.00	1.5%
Non Operating	272,443.00	189,317.97	153,605.00	455,304.98	496,780.00	504,070.00	1.5%
TOTAL 604-Community Center	1,003,324.44	1,249,951.28	1,048,918.24	1,807,740.91	1,543,950.00	.00	-100.0%
TOTAL REVENUE	-3,597,624.20	-3,510,986.37	-3,650,192.85	-2,389,173.17	-2,481,062.00	-4,086,920.00	64.7%
TOTAL EXPENSE	4,600,948.64	4,760,937.65	4,699,111.09	4,196,914.08	4,025,012.00	4,086,920.00	1.5%
GRAND TOTAL	1,003,324.44	1,249,951.28	1,048,918.24	1,807,740.91	1,543,950.00	.00	-100.0%

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Town Course Fund

(Fund 606)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 21606 2021 Budget - 606 Town Course Fund

FOR PERIOD 99

ACCOUNTS FOR:

606-Chaska Town Course	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 606-Chaska Town Course	453,076.07	483,394.01	400,457.77	-385,340.11	-21,162.00	-140,067.00	561.9%
TOTAL REVENUE	-2,134,695.72	-1,972,955.31	-2,105,557.98	-2,557,647.39	-2,169,300.00	-2,330,700.00	7.4%
TOTAL EXPENSE	2,587,771.79	2,456,349.32	2,506,015.75	2,172,307.28	2,148,138.00	2,190,633.00	2.0%
GRAND TOTAL	453,076.07	483,394.01	400,457.77	-385,340.11	-21,162.00	-140,067.00	561.9%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnrpts 1

PROJECTION: 21606 2021 Budget - 606 Town Course Fund

FOR PERIOD 99

ACCOUNTS FOR:

606-Chaska Town Course	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-2,118,526.33	-1,712,208.82	-1,853,027.48	-2,316,087.60	-2,071,800.00	-2,080,700.00	.4%
Unassigned	-2,118,526.33	-1,712,208.82	-1,853,027.48	-2,316,087.60	-2,071,800.00	-2,080,700.00	.4%
20 Public Safety							
COVID-19 Coronavirus Public Safety	.00 .00	.00 .00	.00 .00	12,940.68 12,940.68	.00 .00	.00 .00	.0% .0%
80 Enterprise							
Maintenance	1,210,911.29	853,496.65	901,634.38	1,087,615.91	1,176,648.00	995,801.00	-15.4%
Administration/Clubhou	975,301.42	935,112.21	954,689.59	910,989.69	906,973.00	868,548.00	-4.2%
Merchandise	-76,088.85	-65,006.00	-73,860.00	-76,093.35	-141,083.00	-75,716.00	-46.3%
Depreciation	452,067.54	453,363.97	449,264.28	.00	.00	.00	.0%
Enterprise	2,562,191.40	2,176,966.83	2,231,728.25	1,922,512.25	1,942,538.00	1,788,633.00	-7.9%
90 Non Operating							
Non-Oprt Dbt Srv Propr	9,411.00	18,636.00	21,757.00	30,009.00	108,100.00	152,000.00	40.6%
Non Operating	9,411.00	18,636.00	21,757.00	30,009.00	108,100.00	152,000.00	40.6%
TOTAL 606-Chaska Town Course	453,076.07	483,394.01	400,457.77	-350,625.67	-21,162.00	-140,067.00	561.9%
TOTAL REVENUE	-2,134,695.72	-1,972,955.31	-2,105,557.98	-2,557,647.39	-2,169,300.00	-2,330,700.00	7.4%
TOTAL EXPENSE	2,587,771.79	2,456,349.32	2,506,015.75	2,207,021.72	2,148,138.00	2,190,633.00	2.0%
GRAND TOTAL	453,076.07	483,394.01	400,457.77	-350,625.67	-21,162.00	-140,067.00	561.9%

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Gas Turbine Fund

(Fund 607)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 21607 2021 Budget - 607 Gas Turbine Fund

FOR PERIOD 99

ACCOUNTS FOR:

607-PP#2 Turbine	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 607-PP#2 Turbine	-772,831.13	-751,636.46	-686,082.19	1,050,206.55	-121,308.00	-175,208.00	44.4%
TOTAL REVENUE	-1,792,502.22	-1,768,176.17	-1,709,947.09	-1,299,938.80	-2,590,403.00	-2,590,403.00	.0%
TOTAL EXPENSE	1,019,671.09	1,016,539.71	1,023,864.90	2,350,145.35	2,469,095.00	2,415,195.00	-2.2%
GRAND TOTAL	-772,831.13	-751,636.46	-686,082.19	1,050,206.55	-121,308.00	-175,208.00	44.4%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 21607 2021 Budget - 607 Gas Turbine Fund

FOR PERIOD 99

ACCOUNTS FOR:

607-PP#2 Turbine	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-1,791,283.22	-1,768,176.17	-1,709,947.09	-1,299,938.80	-2,590,403.00	-2,590,403.00	.0%
Unassigned	-1,791,283.22	-1,768,176.17	-1,709,947.09	-1,299,938.80	-2,590,403.00	-2,590,403.00	.0%
80 Enterprise							
Administration Sys	307,824.09	342,286.71	389,786.90	263,395.35	382,345.00	334,445.00	-12.5%
Enterprise	307,824.09	342,286.71	389,786.90	263,395.35	382,345.00	334,445.00	-12.5%
90 Non Operating							
Non-Oprt Dbt Srv Propr	710,628.00	674,253.00	634,078.00	2,086,750.00	2,086,750.00	2,080,750.00	-.3%
Non Operating	710,628.00	674,253.00	634,078.00	2,086,750.00	2,086,750.00	2,080,750.00	-.3%
TOTAL 607-PP#2 Turbine	-772,831.13	-751,636.46	-686,082.19	1,050,206.55	-121,308.00	-175,208.00	44.4%
TOTAL REVENUE	-1,792,502.22	-1,768,176.17	-1,709,947.09	-1,299,938.80	-2,590,403.00	-2,590,403.00	.0%
TOTAL EXPENSE	1,019,671.09	1,016,539.71	1,023,864.90	2,350,145.35	2,469,095.00	2,415,195.00	-2.2%
GRAND TOTAL	-772,831.13	-751,636.46	-686,082.19	1,050,206.55	-121,308.00	-175,208.00	44.4%

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Storm Water Fund

(Fund 609)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts
1

PROJECTION: 21609 2021 Budget - 609 Storm Water Fund

FOR PERIOD 99

ACCOUNTS FOR:

609-Storm Water	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 609-Storm Water	-273,222.03	-609,579.23	67,411.91	-740,213.83	-75,979.00	-70,110.00	-7.7%
TOTAL REVENUE	-1,478,539.99	-1,886,805.83	-2,032,763.87	-2,009,947.50	-1,961,386.00	-2,056,488.00	4.8%
TOTAL EXPENSE	1,205,317.96	1,277,226.60	2,100,175.78	1,269,733.67	1,885,407.00	1,986,378.00	5.4%
GRAND TOTAL	-273,222.03	-609,579.23	67,411.91	-740,213.83	-75,979.00	-70,110.00	-7.7%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 21609 2021 Budget - 609 Storm Water Fund

FOR PERIOD 99

ACCOUNTS FOR:

609-Storm Water	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-1,212,367.80	-1,605,757.01	-977,577.94	-1,749,792.02	-1,738,386.00	-1,799,103.00	3.5%
Unassigned	-1,212,367.80	-1,605,757.01	-977,577.94	-1,749,792.02	-1,738,386.00	-1,799,103.00	3.5%
80 Enterprise							
Transmission/Distrib/C	546,314.20	387,830.12	485,641.30	375,911.88	839,464.00	832,882.00	- .8%
Administration Sys	242,910.18	321,389.09	364,965.46	483,237.55	573,326.00	521,207.00	-9.1%
Administration Billing	43,962.02	49,773.88	60,549.70	55,360.75	23,420.00	63,500.00	171.1%
Depreciation	170,418.80	172,866.82	175,708.83	.00	30,000.00	30,000.00	.0%
Proj Code - Divn	-146,580.01	13,117.43	-110,400.00	-5,000.00	.00	.00	.0%
Proj Code - Divn	723.50	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	19,160.71	.00	100,000.00	.0%
Proj Code - Divn	.00	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	29,691.55	.00	.00	.00	.00	.00	.0%
Proj Code - Divn	.00	.00	.00	6,343.91	.00	.00	.0%
Enterprise	887,440.24	944,977.34	976,465.29	935,014.80	1,466,210.00	1,547,589.00	5.6%
90 Non Operating							
Proj Code - Divn	-11,385.67	-11,385.67	-11,385.67	-11,385.67	.00	-11,385.00	.0%
Proj Code - Divn	950.75	.00	.00	.00	.00	.00	.0%
Non-Oprt Dbt Srv Propr	62,140.45	62,586.11	79,910.23	77,342.94	196,197.00	192,789.00	-1.7%
Non Operating	51,705.53	51,200.44	68,524.56	65,957.27	196,197.00	181,404.00	-7.5%
TOTAL 609-Storm Water	-273,222.03	-609,579.23	67,411.91	-748,819.95	-75,979.00	-70,110.00	-7.7%
TOTAL REVENUE	-1,478,539.99	-1,886,805.83	-2,032,763.87	-2,043,535.72	-1,961,386.00	-2,056,488.00	4.8%
TOTAL EXPENSE	1,205,317.96	1,277,226.60	2,100,175.78	1,294,715.77	1,885,407.00	1,986,378.00	5.4%
GRAND TOTAL	-273,222.03	-609,579.23	67,411.91	-748,819.95	-75,979.00	-70,110.00	-7.7%

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

Curling Center Fund

(Fund 610)

All Sources and All Uses

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 21610 2021 Budget - 610 Curling & Event Center Fund

FOR PERIOD 99

ACCOUNTS FOR:

610-Curling and Event Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
TOTAL 610-Curling and Event	-485,410.03	-183,837.30	-310,228.39	-700,636.91	627,940.00	-5,307.00	-100.8%
TOTAL REVENUE	-2,707,968.62	-2,820,134.56	-2,724,389.59	-2,254,836.34	-2,160,874.00	-2,833,133.00	31.1%
TOTAL EXPENSE	2,222,558.59	2,636,297.26	2,414,161.20	1,554,199.43	2,788,814.00	2,827,826.00	1.4%
GRAND TOTAL	-485,410.03	-183,837.30	-310,228.39	-700,636.91	627,940.00	-5,307.00	-100.8%

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City of Chaska
NEXT YEAR BUDGET HISTORICAL COMPARISON

P
bgnyrpts 1

PROJECTION: 21610 2021 Budget - 610 Curling & Event Center Fund

FOR PERIOD 99

ACCOUNTS FOR:

610-Curling and Event Center	PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE
00 Unassigned							
Unassigned	-1,608,167.33	-1,520,855.12	-1,484,098.94	-1,597,877.50	-1,497,168.00	-1,573,947.00	5.1%
Unassigned	-1,608,167.33	-1,520,855.12	-1,484,098.94	-1,597,877.50	-1,497,168.00	-1,573,947.00	5.1%
80 Enterprise							
Administration Sys	546,624.05	782,617.29	610,309.56	645,641.42	691,769.00	725,250.00	4.8%
Curling Center Event C	26,472.79	8,595.18	-11,329.07	76,194.28	100,013.00	-3,840.00	-103.8%
Chaska Curling Center	-199,325.82	-235,627.65	-295,405.43	-198,418.37	-96,154.00	-391,274.00	306.9%
Crooked Pint Ale House	-414,686.15	-368,126.96	-248,273.45	-102,012.74	-164,597.00	-352,597.00	114.2%
NonRecurring Event	8,465.54	10,489.65	16.88	.00	.00	.00	.0%
Depreciation	628,089.64	628,587.56	628,587.56	.00	5,000.00	5,000.00	.0%
Enterprise	595,640.05	826,535.07	683,906.05	421,404.59	536,031.00	-17,461.00	-103.3%
90 Non Operating							
Non-Oprt Dbt Srv Propr	527,117.25	510,482.75	489,964.50	475,836.00	1,589,077.00	1,586,101.00	-.2%
Non Operating	527,117.25	510,482.75	489,964.50	475,836.00	1,589,077.00	1,586,101.00	-.2%
TOTAL 610-Curling and Event	-485,410.03	-183,837.30	-310,228.39	-700,636.91	627,940.00	-5,307.00	-100.8%
TOTAL REVENUE	-2,707,968.62	-2,820,134.56	-2,724,389.59	-2,254,836.34	-2,160,874.00	-2,833,133.00	31.1%
TOTAL EXPENSE	2,222,558.59	2,636,297.26	2,414,161.20	1,554,199.43	2,788,814.00	2,827,826.00	1.4%
GRAND TOTAL	-485,410.03	-183,837.30	-310,228.39	-700,636.91	627,940.00	-5,307.00	-100.8%

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

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/21/2020 **RESOLUTION NO.** 2020-98

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

**A Resolution Adopting 2021 Fund Budgets and
Property Tax Levies for Payable 2021**

WHEREAS, the City has conducted a public hearing on December 7, 2020, to receive comments from the public on a proposed 2021 Budget and tax levies recommended therein; and,

WHEREAS, the City must certify to the County Auditor on or before December 28, 2020, property tax levies for Assessed 2020 Payable 2021.

NOW, THEREFORE, BE IT RESOLVED, that the following Assessed 2020 Payable 2021 property tax levies be adopted consistent with the 2021 Budget:

Fund	Levy Amount
General Fund	\$ 7,732,413
Equipment Acquisition Fund	3,233,159
Mt Pleasant Cemetery Fund	<u>6,000</u>
Total All City Operating Levies	10,971,572
Abatement District Levy	<u>269,755</u>
Total All City Levies	<u>\$11,241,327</u>
 Total EDA Fund Levy, HRA Levy	 \$ <u>171,598</u>

FURTHER, BE IT RESOLVED, that the following levy supported and special revenue fund budgets for 2020 be adopted:

Fund	Revenue and Other Sources	Expenditures and Other Uses	Fund Balance Increase (Decrease)
General Fund	\$ 20,107,676	\$ 19,807,676	\$ 300,000
Fund Balance - Committed	\$ -	\$ 300,000	\$ (300,000)
Total General Fund Budget	\$ 20,107,676	\$ 20,107,676	\$ -
Equipment Acquisition	\$ 3,531,159	\$ 4,340,932	\$ (809,773)
Fund Balance Planned Uses	\$ 809,773	\$ -	\$ 809,773
Total Equip Acquisition Budget	\$ 4,340,932	\$ 4,340,932	\$ -
Mt. Pleasant Cemetery Fund	\$ 8,912	\$ 13,500	\$ (4,588)
Fund Balance Planned Uses	\$ 4,588	\$ -	\$ 4,588
Total Mt. Pleasant Budget	\$ 13,500	\$ 13,500	\$ -
Total City Funds	\$ 24,462,108	\$ 24,462,108	\$ -
EDA Fund	\$ 405,833	\$ 405,833	\$ -

FURTHER BE IT RESOLVED, that the following enterprise fund budgets for 2020 be adopted:

Fund	Revenues and Other Sources	Expenses and Other Uses	Net Position Increase (Decrease)
Electric	\$40,716,500	\$40,716,025	\$475
Water	3,930,840	3,853,457	77,383
Sanitary Sewer	4,701,450	4,796,806	(95,356)
Community Center	4,086,920	4,086,920	0
Town Course	2,330,700	2,190,633	140,067
Turbine	2,590,403	2,415,195	175,208
Storm Water Mgmt.	2,056,488	1,986,378	70,110
Curling Center	2,833,133	2,827,826	5,307

FURTHER BE IT RESOLVED, that the City Clerk is directed to file these approved levies with the Carver County Auditor on or before December 28, 2020.

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

Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/21/2020

Subject: Establish 2021 Utility Rates

Prepared By: Matt Podhradsky, City Administrator and
Noel Graczyk, Administrative Services Director
Wendy Hagen, Customer Relations Supervisor

Overview

Both the 2021-2025 Financial Forecast and the 2021 Budget include rate increases in each of the Electric, Water, Sewer, and Storm Water Utility Funds. In 2021 these proposed rate changes will increase a monthly utility bill for an average residential customer by 3.19%, or an increase of \$4.79 per month. Estimated billed amounts for each utility for an average customer are as follows.

Average Home Utility Fund	Units per Mo.					COS 2021 Revenue
		2020	2021	Increase	Percent Increase	Target Increase
Electric (kWh)	750	\$ 102.72	\$ 104.96	\$ 2.24	2.18%	2.25%
Water (Gal x1000)	4	14.72	15.20	0.48	3.26%	6.50%
Sewer (Gal x1000))	4	22.56	24.22	1.66	7.36%	5.00%
Storm Water (REF)	1	10.14	10.55	0.41	4.04%	n/a
Total		<u>\$ 150.14</u>	<u>\$ 154.93</u>	<u>\$ 4.79</u>	3.19%	

Proposed utility rates for 2021 are based on a Cost of Service (COS) Study and Rate Analysis that was completed in 2020 for each of three utilities: Electric, Water, and Sewer. The purpose of a COS Study is to ensure that rates billed to customers for utility services provided by the City are charging customers an equitable share of costs for access and use of the utility. Allocations of costs in a COS Study ensure that annual operational costs, capital equipment costs, and project costs for system replacement and expansions are fully funded as part of the rate setting process. Completed COS Studies identified the need for the City to increase monthly customer charges in each utility fund to better recover fixed operating costs and capital replacement costs. Proposed annual increases in monthly customer service charges are offset by smaller increase in unit charges as billed for consumption. Each COS Study identified revenue targets based on combining customer service charges and consumption charges. These combined COS revenue target increases for 2021 are 2.25% in the Electric Fund, 6.5% in the Water Fund and 5% in the Sewer Fund.

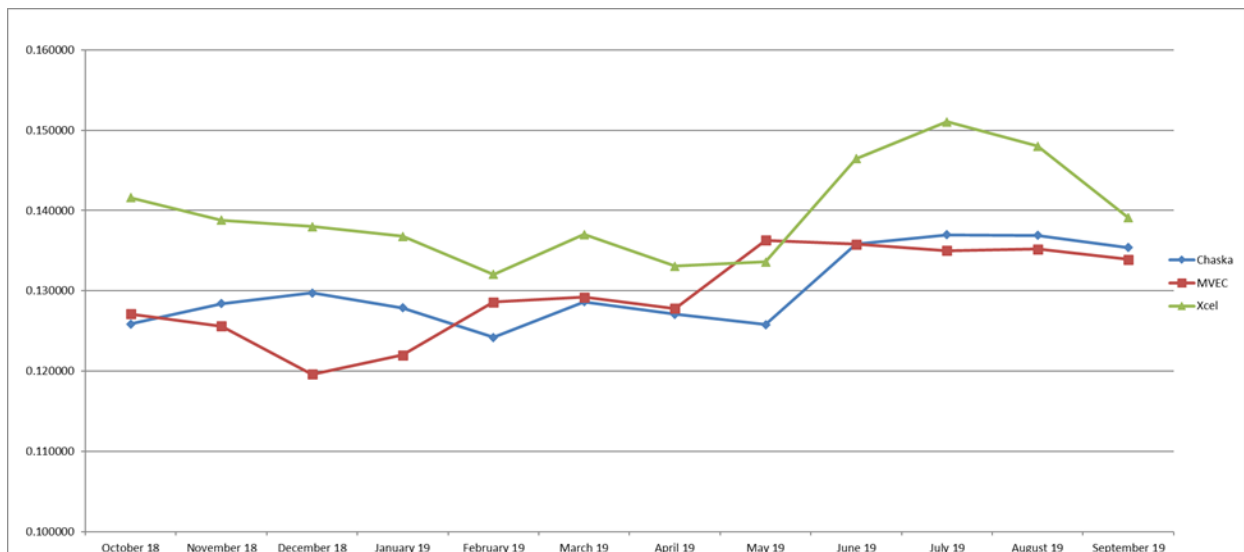
Electric Utility

The 2021 Budget for the electric utility anticipates an average residential customer will see a 2.18% increase. In addition to this increase, rates for 2021 address the following changes in electric rates as identified in the 2020 COS Study:

- A 2021 revenue target increase of 2.25% across all billing classifications.
- Year 1 of 5 years of increases to customer service charges across all customer classifications to fund fixed costs of the utility.
- Year 1 of 2 years converting the Senior Discount Rate from a 10% discount to a fixed \$6 reduction in the customer service charge (5% and \$3 discounts for 2021.)
- Year 1 of 8 years converting City facilities to regular classification rates.

The effective cost of purchase power to the City is expected to remain flat for 2021. Proposed rate increases address issues identified in the COS Study to ensure the City maintains minimum funding requirements for debt service coverage, annual net income, and cash balance requirements to ensure compliance with bond covenants. These rates also address funding for system improvements needed to maintain an expanding distribution system.

As you will see in the chart below, electric rates for Chaska electric customers remains very competitive compared to Xcel Energy for 2020, and with adjustments for 2021 will remain very competitive.



The chart above shows that the average total bill for a residential user is ~9% below what Xcel charged in 2020, and about the same as Minnesota Valley Electric Cooperative.

In 2020 Xcel implemented an interim rate increase after submitting in 2019 to the State Public Utilities Commission a request for a permanent rate increase. In 2021 and future years we expect to be competitive in each of our user categories (residential, commercial, and industrial) as Xcel continues to seek rate increases.

Water Utility

The 2021 Budget for the water utility anticipates an average residential customer will see a 3.26% increase. In addition to this increase, rates for 2021 address the following changes in water rates as identifies in the 2020 COS Study:

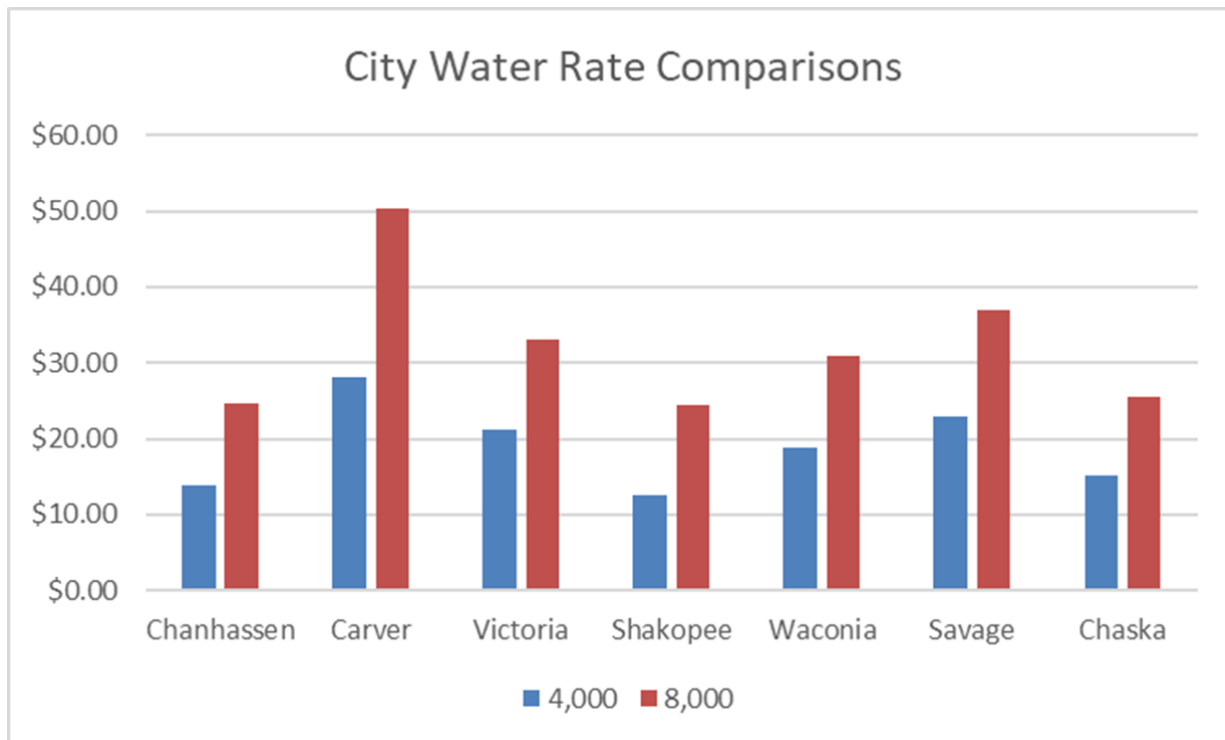
- A 2021 revenue target at 6.5% across all billing classifications.
- Year 1 of 5 years of increases to customer service charges across all customer classifications to fund fixed costs of the utility.
- A revised residential step-rate tier structure.
- Year 1 of 8 years converting City facilities to regular classification rates.

In 2009 the City adopted water rates for 2010 and 2011 based on a water rate study performed to evaluate the long-term operating and capital needs of the water utility. These water rates for 2010 and 2011 also implemented a tier rate schedules as required by the State to encourage water conservation efforts. As part of the 2020 COS Study, it was determined that the City needed to adjust this tier rate schedule to reflect both reduced water consumption by residential users over the past decade and to also ensure our rates structure is comparable to neighboring communities.

For 2021 the new structure of the step-rate tier table will have six instead of five blocks and the previous first block from 0-7000 Gallons will be allocated across three blocks. The rate on the first block will decrease from \$2.69 in 2020 to \$2.45 in 2021 per 1000-Gallons. As shown in the following chart, it is estimated that 78% of the residential customers will fall within these first three new blocks compared to 72% under the old tier rate schedule.

Current Structure (gallons)	Percent of bills ending in block	2021 Structure (gallons)	Group	Percent of bills ending in block
0 to 7,000	72%	0 to 2,000	Small home	8%
7,001 to 20,000	23%	2,001 to 5,000	Average home	42%
20,001 to 30,000	3%	5,001 to 8,000	Large home	28%
30,001 to 40,000	1%	8,001 to 12,000	Some sprinkling	10%
40,000 +	1%	12,001 to 40,000	More sprinkling	11%
		40,000 +	High use	1%

As part of the development of both the 2021-2025 Financial Forecasts and the 2021 Budget a 6.5% revenue target increase across all classifications in the water utility is anticipated to continue to fund the water utility operations and capital needs. Even with large percentage increases in our water rates, Chaska's total water rates are very competitive. The following chart shows that, while we have increased our water rates, we have been able to do so in a manner that keeps them very competitive with other surrounding municipalities. The following chart illustrates both winter and summer water usage of an average residential customer.



Sanitary Sewer Utility

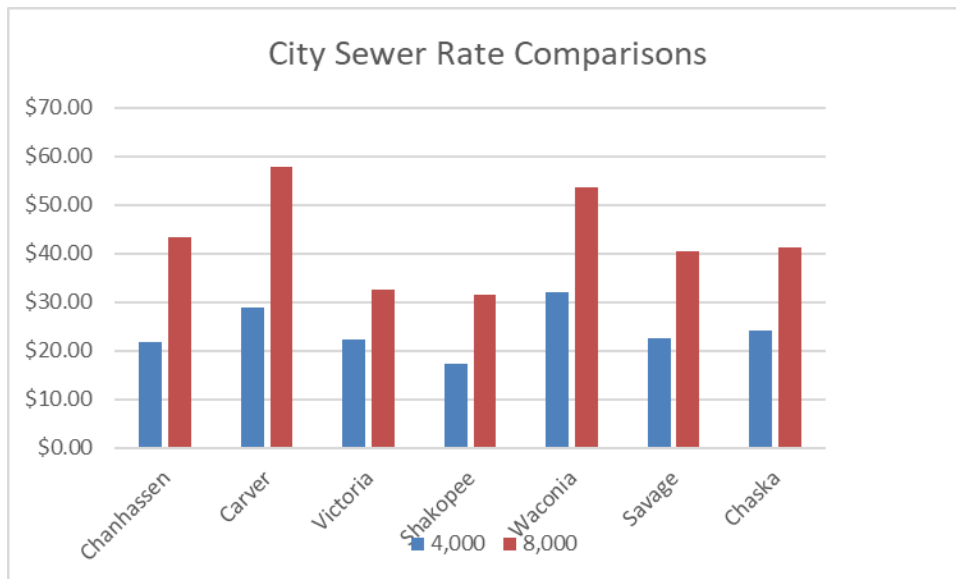
The 2021 Budget for the sewer utility anticipates an average residential customer will see a 7.36% increase. In addition to this increase, rates for 2021 address the following changes in sewer rates structures as identified in the 2020 COS Study:

- A 2021 revenue target at 5% across all billing classifications.
- Year 4 of 6 years of increases to customer service charges across all customer classifications to fund fixed costs of the utility.
- Provide a reduced customer charge for Industrial customers with a meter size of less than one and one-half inches.

As part of the development of both the 2021-2025 Financial Forecasts and the 2021 Budget a 5% revenue target increase across all classifications in the sewer utility is anticipated to continue to fund the sewer utility operations and capital needs. There will also be a \$1.10 increase in the residential Sewer Service Charge (SSC) from \$5 to \$6.10 which provides funding towards fixed costs and capital costs. Together these increases in the sewer rental rate and the SSC results in an overall 7.9% increase in billed sewer charges for the average residential customer.

For 2021, it is proposed that both the sewer rental fee and the monthly pumping fee for customers connected to the 201 Sanitary Sewer Project increase consistent with residential rates. The monthly sewer rental fee will increase to \$25.10, up from \$23.90 and the pumping fee will increase to \$8.15, up from \$7.75.

The following chart shows that, while we have increased and adjusted the allocation of our sewer rates, we have been able to do so in a manner that keeps them very competitive with other surrounding municipalities.



Proposed sewer rates for 2021 continue the fourth year of a multiple-year implementation to establish a flat rate SSC. A flat rate SSC is based on customer type and is set to recover fixed costs as incurred by the City in providing sewer service. By establishing a SSC in the Sewer Fund, fixed costs are being “unbundled” and billed separately from the sewer rental rate. Under a SSC billing method, costs incurred by the City to provide sewer services are shown on the utility bill not just as a single amount but as a billed amount for sewer rental along with a SSC for fixed costs. Adding a SSC to the Sewer Fund is consistent with the electric utility and the water utility which each bill a customer service charge.

For 2021 the residential flat rate SSC increases by \$1.10 from \$5 to \$6.10 per month. To offset effects from this increase, the minimum sewer rental bill for the residential customer class has been reduced from \$5.20 to \$2.15.

The SSC for industrial customers will remain unchanged in 2021 at \$50 per month. Industrial customers with a meter size less than one and one-half inches will see a reduction in the monthly SSC from \$50 in 2020 to \$26.95 in 2021. There is no minimum on industrial sewer rental charges, the SSC is the minimum charge.

Storm Water Utility

In 2008 the City established a storm water utility to account for services that support a City-wide storm-water system and to also account for capital items related to constructing and maintaining a storm water system. The City first billed for storm water utility services as a separate utility in December 2008 based on a rate of \$3.00 per Residential Equivalency Factor (REF).

Based on actual operations over the past eleven years and based on current maintenance and inspection needs the City needs to adjust the storm water REF to properly reflect the actual costs incurred by the utility to operate, maintain and improve the storm water system. As part of the development of both the 2021-2025 Financial Forecasts and the 2021 Budget, a rate increase of \$0.29 per REF is needed to continue to operate the Storm Water Utility Fund. This is a 3.1% increase setting the REF rate at \$9.79 per REF.

As shown in the following table of surrounding City's storm water utility rates from 2020 even after this change for 2021, Chaska will still be comparable to the 2020 area average:

Eden Prairie	\$16.30
Moorhead	\$10.21
Shakopee	\$8.04
Carver	\$9.54
Edina	\$12.53
Waconia	\$14.55
Eagan	\$8.80
Red Wing	\$11.50
Winona	\$5.81
Chaska	\$10.14
Average	\$10.81

Electric Franchise Fee Rate

The City of Chaska has a policy of transferring a portion of annual Electric Fund revenues to the General Fund as a Payment In Lieu of Taxes (PILOT). This annual PILOT payment to the General Fund helps to reduce General Fund property taxes and is based on a target of 10% of Electric Fund sales.

Since 1997 the City has also established an annual franchise fee rate for the purpose of charging customers this 10% amount on electric energy that may be sold or delivered to customers within the City's service territory by a utility other than Chaska Electric Utility. Since 1998, the franchise fee rate has been adjusted proportionately each year as the City has adjusted electric rates.

Historically, the City has not collected a PILOT payment based on the monthly Energy Adjustment Charge (EAC.) PILOT and franchise fee rates are applied only to base sales and exclude any energy adjustments. This ensures that energy adjustments, as billed to customers, neither increase nor decrease the amount of PILOIT or franchise fees paid to the General Fund.

The franchise fee rate was last set at \$0.01086 per kWh, effective January 2020. For 2021 a rate of \$0.01111 per kWh is needed to target 10% of electric sales. Enclosed for consideration by Council is a proposed resolution that establishes the Electric Franchise Fee Rate at \$0.01111 per kWh, effective January 2021.

Staff Recommendation

Staff recommends adoption of each of two proposed ordinances to establish 2021 rates for electric, water and sewer utilities. Staff also recommends adoption of each of two proposed resolutions establishing 2021 storm-water utility rates and a 2021 electric franchise fee rate.

CITY COUNCIL ACTION REQUESTED

(Note, a separate motion is needed to adopt each ordinance and resolution)

Motion to adopt Ordinance No. 2020-983 establishing 2021 Electric Utility Rates.

Motion to adopt Ordinance No. 2020-984 establishing 2021 Water and Sewer Utility Rates.

Motion to adopt Resolution No. 2020-99 establishing 2021 Storm Water Utility Rates.

Motion to adopt Resolution No. 2020-100 establishing 2021 Electric Franchise Fee Rate

CITY OF CHASKA
ORDINANCE MC 2020-983
ELECTRIC RATES AND CHARGES 2021

WHEREAS, the City of Chaska intends to establish electric rates for the year 2021.

NOW THEREFORE, be it resolved, that the electric rates be established for the year 2021.

SECTION 1: **AMENDMENT** "7.28.060 Residential Service" of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

7.28.060 Residential Service

- A. *Defined.* The residential classification shall include dwelling units used exclusively for residential purposes by or intended for single-family unit. Individual dwelling units in apartment buildings, condominiums, townhouses, cluster dwellings, etc., shall be classified as residential; and
- B. *Service provided.* A residential lighting service rate (RL) shall be available to a single-family private residence or a farm at 60 cycle, single-phase service at a nominal voltage of 120 volts or 120/240 volts, furnished through one (1) meter for domestic purpose only, including lighting, small domestic appliances, heating, refrigeration, cooling, and domestic power using single-phase motors 5 hp or less. A separate meter is required for each individual residence on multiple unit dwellings.
- C. *Rates—Residential service.*

Service Charge		\$10.30 per month
Energy Charge	October—May	\$0.10779 per kWh
Energy Charge	June—September	\$0.12196 per kWh

The minimum monthly bill shall be the service charge.

(Ord. No. 205, Sec. 3, 5/15/72; Ord. No. 221, Sec. 5, 3/31/75; Ord. No. 225, Sec. 5, 8/4/75; Ord. No. 243, Sec. 2, 1/3/77; Ord. No. 293, Sec. 3, 12/17/79; Ord. No. 316, Sec. 3, 11/20/81; Ord. No. 386, Sec. 1, 12/16/85; Ord. No. 431, Sec. 1, 4/11/88; Ord. No. 487, Sec. 1, 5/20/91; Ord. No. 517, Sec. 2, 12/21/92; Ord. No. 539, Sec. 1, 12/20/93; Ord. No. 168, Sec. 1, 3/17/97; Ord. No. 650, Sec. 3, 1/11/99; Ord. No. 700, Sec. 1, 2/5/01; Ord. No. 715, Sec. 2, 12/17/01; Ord. No. 715, Sec. 17(b) and (c), 12/16/02; Ord. No. 815, Sec. 17(c), 1/7/08; Ord. No. 826, Sec. 1, 12/15/08; Ord. No. 836, Sec. 1, 12/21/09; Ord. No. 844, Art. II, Sec. 17(c), 12/20/10; Ord. No. 862, Art. II, Sec. 17(c), 12/17/12; Ord. No. 877, Ch. 8, Art. II, Sec. 17c, 12/16/13; Ord. No. 895, Sec. 1, 12/15/14; Ord. No. 909, Sec. 1, 1/4/16; Ord. No. 926, Sec. 1, 12/19/16; Ord. No. 942, § 1, 1/8/18; Ord. No. 958, § 1, 12/17/18)

AFTER AMENDMENT

7.28.060 Residential Service

- A. *Defined.* The residential classification shall include dwelling units used exclusively for residential purposes by or intended for single-family unit. Individual dwelling units in apartment buildings, condominiums, townhouses, cluster dwellings, etc., shall be classified as residential; and
- B. *Service provided.* A residential lighting service rate (RL) shall be available to a single-family private residence or a farm at 60 cycle, single-phase service at a nominal voltage of 120 volts or 120/240 volts, furnished through one (1) meter for domestic purpose only, including lighting, small domestic appliances, heating, refrigeration, cooling, and domestic power using single-phase motors 5 hp or less. A separate meter is required for each individual residence on multiple unit dwellings.
- C. *Rates—Residential service.*

Service Charge		~~\$11.20~~ ~~10.30~~ per month
Energy Charge	October—May	~~\$0.109510~~ ~~10.779~~ per kWh
Energy Charge	June—September	~~\$0.123890~~ ~~12.196~~ per kWh

The minimum monthly bill shall be the service charge.

(Ord. No. 205, Sec. 3, 5/15/72; Ord. No. 221, Sec. 5, 3/31/75; Ord. No. 225, Sec. 5, 8/4/75; Ord. No. 243, Sec. 2, 1/3/77; Ord. No. 293, Sec. 3, 12/17/79; Ord. No. 316, Sec. 3, 11/20/81; Ord. No. 386, Sec. 1, 12/16/85; Ord. No. 431, Sec. 1, 4/11/88; Ord. No. 487, Sec. 1, 5/20/91; Ord. No. 517, Sec. 2, 12/21/92; Ord. No. 539, Sec. 1, 12/20/93; Ord. No. 168, Sec. 1, 3/17/97; Ord. No. 650, Sec. 3, 1/11/99; Ord. No. 700, Sec. 1, 2/5/01; Ord. No. 715, Sec. 2, 12/17/01; Ord. No. 715, Sec. 17(b) and (c), 12/16/02; Ord. No. 815, Sec. 17(c), 1/7/08; Ord. No. 826, Sec. 1, 12/15/08; Ord. No. 836, Sec. 1, 12/21/09; Ord. No. 844, Art. II, Sec. 17(c), 12/20/10; Ord. No. 862, Art. II, Sec. 17(c), 12/17/12; Ord. No. 877, Ch. 8, Art. II, Sec. 17c, 12/16/13; Ord. No. 895, Sec. 1, 12/15/14; Ord. No. 909, Sec. 1, 1/4/16; Ord. No. 926, Sec. 1, 12/19/16; Ord. No. 942, § 1, 1/8/18; Ord. No. 958, § 1, 12/17/18)

SECTION 2: **AMENDMENT** "7.28.070 Senior Citizen Residential Lighting Service" of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

7.28.070 Senior Citizen Residential Lighting Service

- A. *Defined.* Senior residential classification shall include dwelling units qualifying therefor under paragraph B.
- B. *Service provided.* A senior citizen residential lighting service rate (SCL) shall be available to a single-family private residence as 60 cycle, single-phase service, at a nominal voltage of 120 volts or 120/140 volts furnished through one meter for domestic purposes only, including lighting, small domestic appliances, heating, refrigeration, cooling and domestic power using single phase motors of 5 hp or less.
- C. *Rates—Senior citizen residential lighting service.*

Service Charge		\$9.25 per month
Energy Charge	October—May	\$0.09702 per kWh
Energy Charge	June—September	\$0.10977 per kWh

The minimum monthly bill shall be the service charge.

(Ord. No. 221, Sec. 6, 3/31/75; Ord. No. 225, Sec. 6, 8/4/75; Ord. No. 243, Sec. 3, 1/3/77; Ord. No. 293, Sec. 4, 12/17/79; Ord. No. 316, Sec. 4, 11/30/81; Ord. No. 386, Sec. 2, 12/16/85; Ord. No. 431, Sec. 2, 4/11/88; Ord. No. 487, Sec. 2, 5/20/91; Ord. No. 517, Sec. 3, 12/21/92; Ord. No. 539, Sec. 2, 12/20/93; Ord. No. 618, Sec. 2, 3/17/97; Ord. No. 650, Sec. 4, 1/11/99; Ord. No. 700, Sec. 2, 2/5/01; Ord. No. 715, Sec. 3, 12/17/01; Ord. No. 715, Sec. 17(c), 12/16/02; Ord. No. 815, Sec. 17(c), 1/7/08; Ord. No. 826, Sec. 2, 12/15/08; Ord. No. 836, Sec. 2, 12/21/09; Ord. No. 844, Art. II, Sec. 17(c), 12/20/10; Ord. No. 862, Art. II, Sec. 17(c), 12/17/13; Ord. No. 877, Chap. 8, Art. II, Sec. 17.1c, 12/16/13; Ord. No. 895, Sec. 2, 12/15/14; Ord. No. 909, Sec. 2, 1/4/16; Ord. No. 926, Sec. 2, 12/19/16; Ord. No. 942, § 2, 1/8/18; Ord. No. 958, § 2, 12/17/18)

AFTER AMENDMENT

7.28.070 Senior Citizen Residential Lighting Service

- A. *Defined.* Senior residential classification shall include dwelling units qualifying therefor under paragraph B.
- B. *Service provided.* A senior citizen residential lighting service rate (SCL) shall be available to a single-family private residence as 60 cycle, single-phase service, at a nominal voltage of 120 volts or 120/140 volts furnished through one meter for domestic purposes only, including lighting, small domestic appliances, heating, refrigeration, cooling and domestic power using single phase motors of 5 hp or less.
- C. *Rates—Senior citizen residential lighting service.*

Service Charge		~~\$8.20~~ ~~9.25~~ per month
Energy Charge	October—May	~~\$0.10404~~ ~~0.9702~~ per kWh
Energy Charge	June—September	~~\$0.11770~~ ~~1.0977~~ per kWh

The minimum monthly bill shall be the service charge.

(Ord. No. 221, Sec. 6, 3/31/75; Ord. No. 225, Sec. 6, 8/4/75; Ord. No. 243, Sec. 3, 1/3/77; Ord. No. 293, Sec. 4, 12/17/79; Ord. No. 316, Sec. 4, 11/30/81; Ord. No. 386, Sec. 2, 12/16/85; Ord. No. 431, Sec. 2, 4/11/88; Ord. No. 487, Sec. 2, 5/20/91; Ord. No. 517, Sec. 3, 12/21/92; Ord. No. 539, Sec. 2, 12/20/93; Ord. No. 618, Sec. 2, 3/17/97; Ord. No. 650, Sec. 4, 1/11/99; Ord. No. 700, Sec. 2, 2/5/01; Ord. No. 715, Sec. 3, 12/17/01; Ord. No. 715, Sec. 17(c), 12/16/02; Ord. No. 815, Sec. 17(c), 1/7/08; Ord. No. 826, Sec. 2, 12/15/08; Ord. No. 836, Sec. 2, 12/21/09; Ord. No. 844, Art. II, Sec. 17(c), 12/20/10; Ord. No. 862, Art. II, Sec. 17(c), 12/17/13; Ord. No. 877, Chap. 8, Art. II, Sec. 17.1c, 12/16/13; Ord. No. 895, Sec. 2, 12/15/14; Ord. No. 909, Sec. 2, 1/4/16; Ord. No. 926, Sec. 2, 12/19/16; Ord. No. 942, § 2, 1/8/18; Ord. No. 958, § 2, 12/17/18)

SECTION 3: AMENDMENT "7.28.090 Off-Peak Electric Heating/Cooling" of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

7.28.090 Off-Peak Electric Heating/Cooling

- A. *Defined.* The Off-Peak Electric Heating/Cooling classification shall include all Chaska electric customers with electric resistance heating and/or heat pumps (ground or air source) separately metered from all other electrical use.
- B. *Service provided.* An off-peak electrical service rate shall be available to all electrical customers for electric resistance heating or heat pumps only. On-peak hours: shall be defined as from 7:00 a.m. to 7:00 p.m. inclusive of Monday through Friday. Off-peak hours: shall be defined as all hours not defined as on-peak. Service shall be available through one (1) time-of-day electric meter. In place of a time-of-day meter the City may install one (1) standard single register meter and energy usage may be estimated to be 35% on-peak and 65% off-peak. All wiring shall be done by the customer's electrician at their expense and shall be installed as a separate electric service and not as a sub-meter.
- C. *Rates—On- and off-peak electric heating/cooling.*

Service Charge		\$6.20 per month
On-Peak Energy Charge	October—May	\$0.09553 per KWH
On-Peak Energy Charge	June—September	\$0.11007 per KWH
Off-Peak Energy Charge	October—May	\$0.07024 per KWH
Off-Peak Energy Charge	June—September	\$0.07491 per KWH

(Ord. No. 497, Sec. 1, 1/21/92; Ord. No. 517, Sec. 6, 12/21/92; Ord. No. 650, Sec. 7, 1/11/99; Ord. No. 700, Sec. 5, 2/5/01; Ord. No. 715, Sec. 5, 12/17/01; Ord. No. 715, Sec. 17.3(c), 12/16/02; Ord. No. 815, Sec. 71.3(c), 1/7/08; Ord. No. 826, Sec. 3, 12/15/08; Ord. No. 836, Sec. 3, 12/21/09; Ord. No. 844, Art. II, Sec. 17.3(c), 12/20/10; Ord. No. 862, Art. II, Sec. 17.3c, 12/17/12; Ord. No. 877, Chap. 8, Sec. 17.3c, 12/16/13; Ord. No. 895, Sec. 3, 12/15/14; Ord. No. 909, Sec. 3, 1/4/16; Ord. No. 926, Sec. 3, 12/19/16; Ord. No. 942, § 3, 1/8/18; Ord. No. 958, § 3, 12/17/18)

AFTER AMENDMENT

7.28.090 Off-Peak Electric Heating/Cooling

- A. *Defined.* The Off-Peak Electric Heating/Cooling classification shall include all Chaska electric customers with electric resistance heating and/or heat pumps (ground or air source) separately metered from all other electrical use.
- B. *Service provided.* An off-peak electrical service rate shall be available to all electrical customers for electric resistance heating or heat pumps only. On-peak hours: shall be defined as from 7:00 a.m. to 7:00 p.m. inclusive of Monday through Friday. Off-peak hours: shall be defined as all hours not defined as on-peak. Service shall be available through one (1) time-of-day electric meter. In place of a time-of-day meter the City may install one (1) standard single register meter and energy usage may be estimated to be 35% on-peak and 65% off-peak. All wiring shall be done by the customer's electrician at their expense and shall be installed as a separate electric service and not as a sub-meter.
- C. *Rates—On- and off-peak electric heating/cooling.*

Service Charge		~~\$6.74~~ ~~6.20~~ per month
On-Peak Energy Charge	October—May	~~\$0.09705~~ ~~0.09553~~ per KWH
On-Peak Energy Charge	June—September	~~\$0.11181~~ ~~0.11007~~ per KWH
Off-Peak Energy Charge	October—May	~~\$0.07136~~ ~~0.07024~~ per KWH
Off-Peak Energy Charge	June—September	~~\$0.07610~~ ~~0.07491~~ per KWH

(Ord. No. 497, Sec. 1, 1/21/92; Ord. No. 517, Sec. 6, 12/21/92; Ord. No. 650, Sec. 7, 1/11/99; Ord. No. 700, Sec. 5, 2/5/01; Ord. No. 715, Sec. 5, 12/17/01; Ord. No. 715, Sec. 17.3(c), 12/16/02; Ord. No. 815, Sec. 71.3(c), 1/7/08; Ord. No. 826, Sec. 3, 12/15/08; Ord. No. 836, Sec. 3, 12/21/09; Ord. No. 844, Art. II, Sec. 17.3(c), 12/20/10; Ord. No. 862, Art. II, Sec. 17.3c, 12/17/12; Ord. No. 877, Chap. 8, Sec. 17.3c, 12/16/13; Ord. No. 895, Sec. 3, 12/15/14; Ord. No. 909, Sec. 3, 1/4/16; Ord. No. 926, Sec. 3, 12/19/16; Ord. No. 942, § 3, 1/8/18; Ord. No. 958, § 3, 12/17/18)

SECTION 4: AMENDMENT "7.28.120 Rates - Security Lighting Service" of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

7.28.120 Rates - Security Lighting Service

50 watt	\$9.85 per month
100 watt	\$13.50 per month
150 watt	\$16.15 per month
200 watt	\$20.55 per month
250 watt	\$25.80 per month
400 watt	\$28.15 per month

The above charges include installation on existing pole with service available. Other installation charges shall be billed based on time and materials.

(Ord. No. 205, Sec. 5, 5/15/72; Ord. No. 221, Sec. 8, 3/31/75; Ord. No. 225, Sec. 8, 8/4/75; Ord. No. 243, Sec. 5, 1/3/77; Ord. No. 293, Sec. 6, 12/17/79; Ord. No. 316, Sec. 6, 11/30/81; Ord. No. 431, Sec. 4, 4/11/88; Ord. No. 487, Sec. 4, 5/20/91; Ord. No. 517, Sec. 8, 12/21/92; Ord. No. 650, Sec. 8, 1/11/99; Ord. No. 700, Sec. 6, 2/5/01; Ord. 715, Sec. 6, 12/17/01; Ord. No. 715, Sec. 4, 12/16/02; Ord. No. 815, Sec. 19, 1/7/08; Ord. No. 826, Sec. 4, 12/15/08; Ord. 836, Sec. 4, 12/29/09; Ord. No. 862, Art. II, Sec. 19, 12/17/12; Ord. No. 895, Sec. 4, 12/15/14; Ord. No. 909, Sec. 4, 1/4/16; Ord. No. 926, Sec. 4, 12/19/16; Ord. No. 942, § 4, 1/8/18; Ord. No. 958, § 4, 12/17/18)

AFTER AMENDMENT

7.28.120 Rates - Security Lighting Service

50 watt	~~\$10.01~~ ~~9.85~~ per month
100 watt	~~\$13.90~~ ~~13.50~~ per month
150 watt	~~\$16.60~~ ~~16.15~~ per month
200 watt	~~\$21.10~~ ~~20.55~~ per month
250 watt	~~\$26.50~~ ~~25.80~~ per month
400 watt	~~\$29.00~~ ~~28.15~~ per month

The above charges include installation on existing pole with service available. Other installation charges shall be billed based on time and materials.

(Ord. No. 205, Sec. 5, 5/15/72; Ord. No. 221, Sec. 8, 3/31/75; Ord. No. 225, Sec. 8, 8/4/75; Ord. No. 243, Sec. 5, 1/3/77; Ord. No. 293, Sec. 6, 12/17/79; Ord. No. 316, Sec. 6, 11/30/81; Ord. No. 431, Sec. 4, 4/11/88; Ord. No. 487, Sec. 4, 5/20/91; Ord. No. 517, Sec. 8, 12/21/92; Ord. No. 650, Sec. 8, 1/11/99; Ord. No. 700, Sec. 6, 2/5/01; Ord. 715, Sec. 6, 12/17/01; Ord. No. 715, Sec. 4, 12/16/02; Ord. No. 815, Sec. 19, 1/7/08; Ord. No. 826, Sec. 4, 12/15/08; Ord. 836, Sec. 4, 12/29/09; Ord. No. 862, Art. II, Sec. 19, 12/17/12; Ord. No. 895, Sec. 4, 12/15/14; Ord. No. 909, Sec. 4, 1/4/16; Ord. No. 926, Sec. 4, 12/19/16; Ord. No. 942, § 4, 1/8/18; Ord. No. 958, § 4, 12/17/18)

SECTION 5: AMENDMENT "7.28.130 General Service" of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

7.28.130 General Service

- A. *Defined.* All electrical service except as stated in paragraphs F through L and as stated in paragraph N, shall be classified as general service rate (GS).
- B. *Service provided.* The general service rate (GS) shall be available to any customer with less than 20 KW peak demand requirements, for general service at one location as 60 cycle, single-phase or three-phase service at the secondary voltage available at the customer's location. Individual metering is required on all multiple users within the same building or on the same electrical service. General Service—Below 20 KW demand, of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:
- C. *Rates—General service—Below 20 KW demand.* The rates for general service shall be as follows:

Service Charge		\$19.35 per month
Energy Charge	October—May	\$0.11120 per kWh
Energy Charge	June—September	\$0.12513 per kWh

The minimum monthly bill shall be the service charge.

1. *Determination of installed capacity.* The installed three-phase capacity shall be determined on the basis of nameplate rating or manufacturer's data; or, in the case of an incorrect or missing nameplate, the utility may fix the rating by test.
(Ord. No. 650, Sec. 9, 1/11/99; Ord. No. 700, Sec. 7, 2/5/01; Ord. No. 715, Sec. 8, 12/17/01; Ord. No. 715, Sec. 20.1(c), 12/16/02; Ord. No. 815, Sec. 5, 20(c), 1/7/08; Ord. No. 826, Sec. 5, 12/15/08; Ord. 836, Sec. 5, 12/21/09; Ord. No. 844, Sec. 20(c), 12/20/10; Ord. No. 862, Art. II, Sec. 20c, 12/17/12; Ord. No. 877, Art. II, Sec. 20c, 12/16/13; Ord. No. 895, Sec. 5, 12/15/14; Ord. No. 909, Sec. 5, 1/4/16; Ord. No. 926, Sec. 5, 12/19/16; Ord. No. 942, § 5, 1/8/18; Ord. No. 958, § 5, 12/17/18)

AFTER AMENDMENT

7.28.130 General Service

- A. *Defined.* All electrical service except as stated in paragraphs F through L and as stated in paragraph N, shall be classified as general service rate (GS).
B. *Service provided.* The general service rate (GS) shall be available to any customer with less than 20 KW peak demand requirements, for general service at one location as 60 cycle, single-phase or three-phase service at the secondary voltage available at the customer's location. Individual metering is required on all multiple users within the same building or on the same electrical service. General Service—Below 20 KW demand, of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:
C. *Rates—General service—Below 20 KW demand.* The rates for general service shall be as follows:

Service Charge		~~\$21.55~~ ~~+9.35~~ per month
Energy Charge	October—May	~~\$0.11252~~ ~~+4.20~~ per kWh
Energy Charge	June—September	~~\$0.12660~~ ~~+25.13~~ per kWh

The minimum monthly bill shall be the service charge.

1. *Determination of installed capacity.* The installed three-phase capacity shall be determined on the basis of nameplate rating or manufacturer's data; or, in the case of an incorrect or missing nameplate, the utility may fix the rating by test.
(Ord. No. 650, Sec. 9, 1/11/99; Ord. No. 700, Sec. 7, 2/5/01; Ord. No. 715, Sec. 8, 12/17/01; Ord. No. 715, Sec. 20.1(c), 12/16/02; Ord. No. 815, Sec. 5, 20(c), 1/7/08; Ord. No. 826, Sec. 5, 12/15/08; Ord. 836, Sec. 5, 12/21/09; Ord. No. 844, Sec. 20(c), 12/20/10; Ord. No. 862, Art. II, Sec. 20c, 12/17/12; Ord. No. 877, Art. II, Sec. 20c, 12/16/13; Ord. No. 895, Sec. 5, 12/15/14; Ord. No. 909, Sec. 5, 1/4/16; Ord. No. 926, Sec. 5, 12/19/16; Ord. No. 942, § 5, 1/8/18; Ord. No. 958, § 5, 12/17/18)

SECTION 6: AMENDMENT “7.28.140 Large General Service Rate” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

7.28.140 Large General Service Rate

- A. *Defined.* The large general service rate shall apply to all users with any monthly peak demand of twenty (20) KW or greater and new users with installed loads of twenty (20) KW or greater. After any user not classified hereunder shall record a peak demand of twenty (20) KW or greater in any one monthly period, such user, shall commencing with the next billing period, be classified as a large general user. Any user with any monthly peak demand of twenty (20) KW or greater which shall record a peak demand of twenty (20) KW or greater in any one monthly period shall continue to be classified as large general service for at least a twelve-month (12) period irrespective of such user's peak demand, no such user shall be reclassified unless said user has not recorded a peak demand of twenty (20) KW or greater during any monthly billing period during the preceding consecutive twelve-month period.
B. *Services provided.* A large general service rate shall be available to any customer for general service at one location as 60 cycle, single-phase or three-phase service where available, through one transformer only at the customer's location. Individual metering is required on all multiple users within the same building or on the same electrical service. Reduced current starting is required on all motors of 5 HP or more.
C. *Rates—Large general service—20 KW demand and above.* The monthly bill under the large general service classification shall be the sum of the demand and energy charges calculated according to the following schedule:

Service Charge		\$56.95 per month
Energy Charge	October—May	\$0.06451 per kWh
Energy Charge	June—September	\$0.07036 per kWh
Demand Charge	October—May	\$11.39 per kW
Demand Charge	June—September	\$14.55 per kW

The minimum monthly billing shall be the service charge.

- D. *Determination of billing demand.* A billing demand shall be the customer's greatest fifteen (15) minute demand, in kilowatts, incurred during the month for which the bill is rendered.
E. *Power factor clause.* The customer agrees to maintain an average power factor as close to one hundred percent (100%) as possible. If the average power factor for the billing period is less than ninety percent (90%) lagging, the billing demand shall be adjusted by multiplying the actual fifteen (15) minute demand measured during the month by the ratio of ninety percent (90%) divided by the customer's average monthly power factor expressed in percent. This calculation only applies to three phase customers with a demand greater than 50 kW.
F. *Primary voltage service.* If the customer is served at the primary voltage available at the customer's location and pays all costs incurred in the installation, ownership, operation and maintenance of transformers, substations, and metering equipment with service to be metered at the primary voltage, a discount of three percent (3%) will be allowed on the amount of the monthly kWh charges and six percent (6%) on the amount of the monthly KW demand charges. As of January 1, 2001 Primary Voltage Service shall be available to customers exceeding 2,000 KVA only.
G. *Primary metering.* At the option of the Electric Department, secondary service hereunder may be metered at the primary voltage, in which case a two percent (2%) discount will be allowed on the amount of the monthly bill.
(Ord. No. 650, Sec. 10, 1/9/99; Ord. No. 700, Sec. 10, 2/5/01; Ord. No. 715, Sec. 20.1(c), 12/16/02; Ord. No. 815, Sec. 20.1(c), 1/7/08; Ord. 826, Sec. 6, 12/15/08; Ord. No. 836, Sec. 6, 12/29/09; Ord. No. 844, Sec. 20.1(c), 12/20/10; Ord. No. 861, Art. II, Sec. 20.1(f), 12/17/12; Ord. No. 862, Art. II, Sec. 20.1c, 12/17/12; Ord. No. 877, Chap. 8, Sec. 20.1c, e, 12/16/13; Ord. No. 895, Sec. 6, 12/15/14; Ord. No. 909, Sec. 6, 1/4/16; Ord. No. 926, Sec. 6, 12/19/16; Ord. No. 942, § 6, 1/8/18; Ord. No. 958, § 6, 12/17/18)

AFTER AMENDMENT

7.28.140 Large General Service Rate

- A. *Defined.* The large general service rate shall apply to all users with any monthly peak demand of twenty (20) KW or greater and new users with installed loads of twenty (20) KW or greater. After any user not classified hereunder shall record a peak demand of twenty (20) KW or greater in any one monthly period, such user, shall commencing with the next billing period, be classified as a large general user. Any user with any monthly peak demand of twenty (20) KW or greater which shall record a peak demand of twenty (20) KW or greater in any one monthly period shall continue to be classified as large general service for at least a twelve-month (12) period irrespective of such user's peak demand, no such user shall be reclassified unless said user has not recorded a peak demand of twenty (20) KW or greater during any monthly billing period during the preceding consecutive twelve-month period.
B. *Services provided.* A large general service rate shall be available to any customer for general service at one location as 60 cycle, single-phase or three-phase service where available, through one transformer only at the customer's location. Individual metering is required on all multiple users within the same building or on the same electrical service. Reduced current starting is required on all motors of 5 HP or more.
C. *Rates—Large general service—20 KW demand and above.* The monthly bill under the large general service classification shall be the sum of the demand and energy charges calculated according to the following schedule:

Service Charge		~~\$24.75~~ ~~\$6.95~~ per month
Energy Charge	October—May	~~\$0.06713~~ ~~06451~~ per kWh
Energy Charge	June—September	~~\$0.07321~~ ~~07036~~ per kWh
Demand Charge	October—May	~~\$11.40~~ ~~11.39~~ per kW
Demand Charge	June—September	~~\$14.00~~ ~~14.55~~ per kW

The minimum monthly billing shall be the service charge.

- D. *Determination of billing demand.* A billing demand shall be the customer's greatest fifteen (15) minute demand, in kilowatts, incurred during the month for which the bill is rendered.
E. *Power factor clause.* The customer agrees to maintain an average power factor as close to one hundred percent (100%) as possible. If the average power factor for the billing period is less than ninety percent (90%) lagging, the billing demand shall be adjusted by multiplying the actual fifteen (15) minute demand measured during the month by the ratio of ninety percent (90%) divided by the customer's average monthly power factor expressed in percent. This calculation only applies to three phase customers with a demand greater than 50 kW.
F. *Primary voltage service.* If the customer is served at the primary voltage available at the customer's location and pays all costs incurred in the installation, ownership, operation and maintenance of transformers, substations, and metering equipment with service to be metered at the primary voltage, a discount of three percent (3%) will be allowed on the amount of the monthly kWh charges and six percent (6%) on the amount of the monthly KW demand charges. As of January 1, 2001 Primary Voltage Service shall be available to customers exceeding 2,000 KVA only.
G. *Primary metering.* At the option of the Electric Department, secondary service hereunder may be metered at the primary voltage, in which case a two percent (2%) discount will be allowed on the amount of the monthly bill.
(Ord. No. 650, Sec. 10, 1/9/99; Ord. No. 700, Sec. 10, 2/5/01; Ord. No. 715, Sec. 20.1(c), 12/16/02; Ord. No. 815, Sec. 20.1(c), 1/7/08; Ord. 826, Sec. 6, 12/15/08; Ord. No. 836, Sec. 6, 12/29/09; Ord. No. 844, Sec. 20.1(c), 12/20/10; Ord. No. 861, Art. II, Sec. 20.1(f), 12/17/12; Ord. No. 862, Art. II, Sec. 20.1c, 12/17/12; Ord. No. 877, Chap. 8, Sec. 20.1c, e, 12/16/13; Ord. No. 895, Sec. 6, 12/15/14; Ord. No. 909, Sec. 6, 1/4/16; Ord. No. 926, Sec. 6, 12/19/16; Ord. No. 942, § 6, 1/8/18; Ord. No. 958, § 6, 12/17/18)

SECTION 7: AMENDMENT “7.28.150 Rates - City Of Chaska Service Classification” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

7.28.150 Rates - City Of Chaska Service Classification

- A. *Defined.* City of Chaska Service Classification shall include all City owned or operated service connections for City buildings, street lighting, and water pumping.
B. *Service provided.* The City of Chaska Service Classification shall be applied to only service connections owned or operated by the City.
C. *Rates—City of Chaska Services.*

Service Charge		\$19.35 per month
Energy Charge	All Energy Used	\$0.08936 per kWh

. The minimum monthly bill shall be the service charge

(Ord. No. 316, Sec. 9, 11/30/81; Ord. No. 386, Sec. 6, 12/16/85; Ord. No. 431, Sec. 7, 04/11/88; Ord. No. 487, Sec. 7, 5/20/91; Ord. No. 517, Sec. 11, 12/21/92; Ord. No. 650, Sec. 11, 1/11/99; Ord. No. 700, Sec. 15, 2/5/01; Ord. 715, Sec. 10, 12/17/01; Ord. No. 715, Sec. 20.1.1(c), 12/16/02; Ord. No. 815, Sec. 20.1.1(c), 01/07/08; Ord. No. 826, Sec. 7, 12/15/08; Ord. No. 836, Sec. 7, 12/29/09; Ord. No. 844, Sec. 20.11(c), 12/20/10; Ord. No. 862, Art. II, Sec. 20.1.1c, 12/17/12; Ord. No. 877, Chap. 8, Sec. 20.1.1c, 12/16/13; Ord. No. 895, Sec. 7, 12/15/14; Ord. No. 909, Sec. 7, 1/4/16; Ord. No. 926, Sec. 7, 12/19/16; Ord. No. 942, § 7, 1/8/18; Ord. No. 958, § 7, 12/17/18)

AFTER AMENDMENT

7.28.150 Rates - City Of Chaska Service Classification

- A. *Defined.* City of Chaska Service Classification shall include all City owned or operated service connections for City buildings, street lighting, and water pumping.
B. *Service provided.* The City of Chaska Service Classification shall be applied to only service connections owned or operated by the City.
C. *Transition Rate.* The City of Chaska Service Classification shall be billed at regular classification rates with one-hundred percent (100%) of the difference between regular classification rates and the City of Chaska Service Classification rate to be transferred annually from the Electric Fund to the City fund that was billed at regular classification rates.
D. *Rates—City of Chaska Services.*

Service Charge		\$19.80 ~~19.35~~ per month
Energy Charge	All Energy Used	\$0.09160 ~~0.08936~~ per kWh

-The minimum monthly bill shall be the service charge.

(Ord. No. 316, Sec. 9, 11/30/81; Ord. No. 386, Sec. 6, 12/16/85; Ord. No. 431, Sec. 7, 04/11/88; Ord. No. 487, Sec. 7, 5/20/91; Ord. No. 517, Sec. 11, 12/21/92; Ord. No. 650, Sec. 11, 1/11/99; Ord. No. 700, Sec. 15, 2/5/01; Ord. 715, Sec. 10, 12/17/01; Ord. No. 715, Sec. 20.1.1(c), 12/16/02; Ord. No. 815, Sec. 20.1.1(c), 01/07/08; Ord. No. 826, Sec. 7, 12/15/08; Ord. No. 836, Sec. 7, 12/29/09; Ord. No. 844, Sec. 20.11(c), 12/20/10; Ord. No. 862, Art. II, Sec. 20.1.1c, 12/17/12; Ord. No. 877, Chap. 8, Sec. 20.1.1c, 12/16/13; Ord. No. 895, Sec. 7, 12/15/14; Ord. No. 909, Sec. 7, 1/4/16; Ord. No. 926, Sec. 7, 12/19/16; Ord. No. 942, § 7, 1/8/18; Ord. No. 958, § 7, 12/17/18)

SECTION 8: AMENDMENT “7.28.300 Residential Electric Vehicle Service” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

7.28.300 Residential Electric Vehicle Service

- A. 1. *Defined.* For the purposes of this section, the terms defined in this paragraph have the meanings given them.
- a) On-peak hours. “On-peak hours” means from 7:00 a.m. to 7:00 p.m., Monday through Friday.
- b) Off-peak hours. “Off-peak hours” means all hours not defined as “on-peak hours”, and additionally from 12:00 a.m. to 12:00 p.m. on the following holidays: New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving Day and Christmas Day.
- c) Customer. “Customer” means any person engaged in the purchase of electric energy from the City under this section.
2. *Rates-* On-peak and off-peak residential electric vehicle service
- | | | |
|------------------------|-----------------|-------------------|
| Service Charge | | \$6.20 per month |
| On-Peak Energy Charge | October-May | \$0.16253 per KWH |
| On-Peak Energy Charge | June-September | \$0.19530 per KWH |
| Off-Peak Energy Charge | October-May | \$0.06786 per KWH |
| Off-Peak Energy Charge | June- September | \$0.07237 per KWH |
3. Customer’s responsibilities. Electricity provided under this section shall only be used for the purpose of charging electric vehicles. A meter socket, separate service wiring, and any other equipment required by the City shall be installed by the Customer’s licensed electrician at the Customer’s expense and shall be installed as a separate electric service and not as a sub-meter. The Customer assumes any risk during installation and thereafter for operation of any equipment used to receive electricity. Neither Customers, equipment providers, nor any other persons may charge others a fee to utilize the electricity obtained pursuant to this section, and no right is or may be conveyed to any other person to use Customer’s electricity. The Customer must comply with any other reasonable requirement from the City for the purposes of acting pursuant to this section.
4. Requests to inspect. The City may request to see vehicle registration information from Customers to verify that electricity being used is for an electric vehicle, access Customer’s property to audit the meter, inspect any interconnected facilities to verify proper installation and otherwise verify compliance. Nothing herein prohibits the City from applying for an administrative warrant to enforce this or any other section.
5. Rate Cancellation. The city may revoke Customer’s rate immediately upon finding Customer has violated any part of this section, and specifically when Customer denies or fails to respond to requests under paragraph (d). Upon revocation the Customer’s rate shall revert to the rate the Customer would otherwise have had on their electric service not specifically for electric vehicles pursuant to this chapter. Nothing herein imposes additional restrictions on the cancellation of service pursuant to any other law.

HISTORY

Amended by Ord. 971 on 12/16/2019

Amended by Ord. 978 Rates And Charges - Electric Vehicles on 8/3/2020

AFTER AMENDMENT

7.28.300 Residential Electric Vehicle Service

- A. 1. *Defined.* For the purposes of this section, the terms defined in this paragraph have the meanings given them.
- a) On-peak hours. “On-peak hours” means from 7:00 a.m. to 7:00 p.m., Monday through Friday.
- b) Off-peak hours. “Off-peak hours” means all hours not defined as “on-peak hours”, and additionally from 12:00 a.m. to 12:00 p.m. on the following holidays: New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving Day and Christmas Day.
- c) Customer. “Customer” means any person engaged in the purchase of electric energy from the City under this section.
2. *Rates-* On-peak and off-peak residential electric vehicle service
- | | | |
|------------------------|-----------------|--------------------------------------|
| Service Charge | | \$6.746 ~~6.20~~ per month |
| On-Peak Energy Charge | October-May | \$0.16512 ~~0.16253~~ per KWH |
| On-Peak Energy Charge | June-September | \$0.19839 ~~0.19530~~ per KWH |
| Off-Peak Energy Charge | October-May | \$0.06894 ~~0.06786~~ per KWH |
| Off-Peak Energy Charge | June- September | \$0.07352 ~~0.07237~~ per KWH |
3. Customer’s responsibilities. Electricity provided under this section shall only be used for the purpose of charging electric vehicles. A meter socket, separate service wiring, and any other equipment required by the City shall be installed by the Customer’s licensed electrician at the Customer’s expense and shall be installed as a separate electric service and not as a sub-meter. The Customer assumes any risk during installation and thereafter for operation of any equipment used to receive electricity. Neither Customers, equipment providers, nor any other persons may charge others a fee to utilize the electricity obtained pursuant to this section, and no right is or may be conveyed to any other person to use Customer’s electricity. The Customer must comply with any other reasonable requirement from the City for the purposes of acting pursuant to this section.
4. Requests to inspect. The City may request to see vehicle registration information from Customers to verify that electricity being used is for an electric vehicle, access Customer’s property to audit the meter, inspect any interconnected facilities to verify proper installation and otherwise verify compliance. Nothing herein prohibits the City from applying for an administrative warrant to enforce this or any other section.
5. Rate Cancellation. The city may revoke Customer’s rate immediately upon finding Customer has violated any part of this section, and specifically when Customer denies or fails to respond to requests under paragraph (d). Upon revocation the Customer’s rate shall revert to the rate the Customer would otherwise have had on their electric service not specifically for electric vehicles pursuant to this chapter. Nothing herein imposes additional restrictions on the cancellation of service pursuant to any other law.

HISTORY

Amended by Ord. 971 on 12/16/2019

Amended by Ord. 978 Rates And Charges - Electric Vehicles on 8/3/2020

PASSED AND ADOPTED BY THE CITY OF CHASKA COUNCIL _____.

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

Presiding Officer

Attest

Mark Windschitl, Mayor, City of Chaska

Denise Beebe, Senior Clerk City of Chaska

**CITY OF CHASKA
ORDINANCE MC 2020-984**

WATER & SEWER RATES 2021

WHEREAS, the City of Chaska intends to establish water and sewer rates for the year 2021.

NOW THEREFORE, be it resolved, that the water and sewer rates be established for the year 2021.

SECTION 1: **AMENDMENT** “7.12.020 Rates And Charges” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

7.12.020 Rates And Charges

- A. *Alternate Metering System Fees.* The fee for alternate monthly meter readings shall be forty dollars and no cents (\$40.00) for each property.

(Ord. No. 211, Sec. 4, 4/16/73; Ord. No. 243, Sec. 22, 1/3/77; Ord. 871, 8/19/13; Ord. No. 883, Art. III, Div. 1, Sec. 55, 4/21/14)

- B. *Turning On Water After Service Has Been Terminated.* For turning on water where service has been turned off for nonpayment of water bill, failure to repair a leak, discontinuance of service or any other cause, a service charge of twenty-five dollars (\$25.00) will be made.

(Ord. No. 211, Sec. 7, 4/16/73; Ord. No. 243, Sec. 23, 1/3/77; Ord. No. 871, 8/19/13)

- C. *Adjustment Of Curb Box.* For raising or lowering curb box tops to correspond with ground level the charge to the property owner shall be the actual cost, with minimum charge of twenty-five dollars (\$25.00) will be made.

(Ord. No. 211, Sec. 4, 4/16/73; Ord. No. 243, Sec. 24, 1/3/77; Ord. 871, 8/19/13)

- D. *Basic Rates.* The rate due and payable to the City from each water user within the City for water taken during any month from the water supply system shall be as follows:

Basic Rates as of January 2020:

Residential:	
Billing Period Consumption:	January 2020
Per Thousand Gallons (PTG) at -	
0—7,000 gallons	\$2.69 PTG

	7,001 to 20,000 gallons	\$2.85 PTG
	20,001 to 30,000 gallons	\$3.20 PTG
	30,001 to 40,000 gallons	\$3.71 PTG
	Above 40,001 gallons	\$4.59 PTG
Commercial:		
Billing Period Consumption:		January 2020
Per Thousand Gallons (PTG) at -		
	0 to 20,000 gallons	\$2.29 PTG
	Above 20,001 gallons	\$2.54 PTG
Bulk Water (Hydrant)		\$6.72 PTG
Industrial:		
Billing Period Consumption:		January 2020
Per Thousand Gallons (PTG) at -		
	0 to 90,000 gallons	\$2.04 PTG
	Above 90,001 gallons	\$2.28 PTG
City of Chaska:		
Billing Period Consumption:		January 2020
Per Thousand Gallons (PTG) at -		
	0—7,000 gallons	\$1.75 PTG
	7,001 to 20,000 gallons	\$1.86 PTG
	20,001 to 30,000 gallons	\$2.08 PTG
	30,001 to 40,000 gallons	\$2.42 PTG
	Above 40,001 gallons	\$2.99 PTG
Irrigation Only Meters:		
Billing Period Consumption:		January 2020
Per Thousand Gallons (PTG) at -		
	0 to 20,000 gallons	\$2.98 PTG
	20,001 to 40,000 gallons	\$3.71 PTG
	Above 40,001 gallons	\$4.59 PTG

(Ord. No. 878, Chap. 25, Art. III, Div. 1, Sec. 58, 12/16/13; Ord. No. 896, Sec. 1,

12/15/14; Ord. No. 910, Sec. 1, 1/4/16; Ord. No. 927, Sec. 1, 12/19/16; Ord. No. 943, § 1, 1/8/18; Ord. No. 959, § 1, 12/17/18)

E. *Customer Charges, Minimum Charges And Minimum Flat-Rate Charges.*

Charges as of January 2019:

Notwithstanding the schedule of charges listed herein each water user shall pay a customer charge and a minimum flat rate charge for each monthly period during which water service is furnished as follows:

Meter Size	Monthly Flat Rate, Customer Charges (Per Occupancy Unit)	Monthly Flat-Rate, Charge for Safe Drinking Water (Per Service Connection)
5/8 to 3/4 inch	\$3.15	\$0.81
1 inch	\$4.30	\$0.81
1 1/2 inch	\$5.35	\$0.81
2 inch	\$8.60	\$0.81
3 inch	\$32.65	\$0.81
4 inch	\$41.65	\$0.81
6 inch and over	\$62.35	\$0.81

The above stated customer charge as applied to single-family dwellings, townhomes, condominiums, apartments and duplex homes shall be three dollars and fifteen cents (\$3.15) for each living unit contained therein.

(Ord. No. 780, Chap. 25, Art. III, Div. 1, Sec. 58, 12/19/05; Ord. No. 816, Art. III, Div. 1, Sec. 58, 1/7/08; Ord. No. 832, Art. III, Div. 1, Sec. 58 and 59, 8/31/09; Ord. No. 855, Art. III, Sec. 58 and 59, 12/19/11; Ord. No. 863, Art. III, Div. 1, Sec. 58 and 59, 12/17/12; Ord. No. 878, Chap. 25, Art. III, Div. 1, Sec. 59, 12/16/13; Ord. No. 896, Sec. 2, 12/15/14; Ord. No. 910, Sec. 2, 1/4/16; Ord. No. 927, Sec. 2, 12/19/16; Ord. No. 943, § 2, 1/8/18; Ord. No. 959, § 2, 12/17/18)

F. *Water Meter Testing Deposit.* Before making a test of any meter, the person requesting such test shall, at the time of filing such request with the City, make a deposit with the City Clerk for the amount charged for such test, subject to the conditions stated in this section, which are charges as follows:

Five-eighths (5/8) inch to one (1) inch \$60.00
One and one-half (1½) to two (2) inch \$90.00
Two (2) inch and larger Actual Cost

The deposit required for testing any meter over two (2) inch shall be the actual cost of removing, transporting, testing and reinstalling the meter as estimated by the company hired by the City performing the work.

(Ord. No. 211, Sec. 6, 4/16/73; Ord. No. 243, Sec. 28, 1/3/77; Ord. No. 294, Sec. 3, 12/17/79; Ord. No. 518, Sec. 3, 12/21/92; Ord. No. 567, Sec. 3, 12/19/94; Ord. No. 883, Art. III, Div. 1, Sec. 60, 4/21/14)

- G. *Water Bills*. Water bills shall be mailed to the customers monthly and shall specify the water consumed and the charges in accordance with the rates set out herein. Payment for water bills shall be made at the office of the City Clerk and shall be due on or before the fifteenth (15th) day of the month in which the bill is received by the customer. A five percent (5%) penalty shall be added to bills not paid by the close of the business day on the fifteenth (15th) day of the month.

(Ord. No. 211, Sec. 6, 4/16/73; Ord. No. 243, Sec. 28, 1/3/77; Ord. No. 294, Sec. 4, 12/17/79; Ord. No. 574, Sec. 1, 5/15/95)

- H. *Discontinuance Of Water For Nonpayment Of Bills*. All charges for water shall be due on the monthly due date specified by the City for the respective account. It shall be the duty of the City to endeavor to promptly collect delinquent accounts. In all cases where satisfactory arrangements for payment have not been made, and said amount is more than thirty (30) days delinquent, instructions shall be given to discontinue service by shutting off the water at the stop box. All delinquent accounts shall be certified to the City Clerk who shall prepare an assessment roll each year providing for assessments of the delinquent amounts against the respective parties served. This assessment roll shall be delivered to the Council for adoption on or before October 1st of each year, and may be certified to the County Auditor as taxes against any such property to be collected and paid over to the City along with other taxes. Such action may be optional or subsequent to taking legal action to collect delinquent accounts.

(Ord. No. 211, Sec. 7, 1/16/73; Ord. No. 243, Sec. 29, 1/3/77; Ord. No. 294, Sec. 5, 12/17/79)

- I. *Voluntary Discontinuance Of Water Service*. A user of water service, not delinquent in payment for water used, may request the City to connect or terminate service to his property and if said service is not reconnected until more than thirty (30) days after disconnect it shall be deemed a voluntary disconnect and service shall be reconnected upon payment of a reconnection charge in the amount of five dollars (\$5.00).

(Ord. No. 341, Sec. 2, 12/6/82)

AFTER AMENDMENT

7.12.020 Rates And Charges

- A. *Alternate Metering System Fees*. The fee for alternate monthly meter readings shall be forty dollars and no cents (\$40.00) for each property.

(Ord. No. 211, Sec. 4, 4/16/73; Ord. No. 243, Sec. 22, 1/3/77; Ord. 871, 8/19/13; Ord. No. 883, Art. III, Div. 1, Sec. 55, 4/21/14)

- B. *Turning On Water After Service Has Been Terminated.* For turning on water where service has been turned off for nonpayment of water bill, failure to repair a leak, discontinuance of service or any other cause, a service charge of twenty-five dollars (\$25.00) will be made.

(Ord. No. 211, Sec. 7, 4/16/73; Ord. No. 243, Sec. 23, 1/3/77; Ord. No. 871, 8/19/13)

- C. *Adjustment Of Curb Box.* For raising or lowering curb box tops to correspond with ground level the charge to the property owner shall be the actual cost, with minimum charge of twenty-five dollars (\$25.00) will be made.

(Ord. No. 211, Sec. 4, 4/16/73; Ord. No. 243, Sec. 24, 1/3/77; Ord. 871, 8/19/13)

- D. *Basic Rates.* The rate due and payable to the City from each water user within the City for water taken during any month from the water supply system shall be as follows:

~~Basic~~ Initial Bill Rates as of January ~~2021~~ 2020:

Residential:		
<u>Initial Bill Dated</u>	~~Billing Period Consumption:~~	January <u>2021</u> ~~2020~~
Per Thousand Gallons (PTG) at -		
	0— ~~27~~ ,000 gallons	\$2. ~~45~~ ⁶⁹ PTG
	<u>27</u> ,001 to ~~520~~ ,000 gallons	\$2. ~~62~~ ⁸⁵ PTG
	~~520~~ ,001 to ~~830~~ ,000 gallons	\$ ~~2.85~~ ^{3.20} PTG
	~~830~~ ,001 to ~~1240~~ ,000 gallons	\$ ~~3.17~~ ^{3.71} PTG
	<u>12,001 to 40,000 gallons</u>	<u>\$3.58 PTG</u>
	Above 40,001 gallons	\$4.59 PTG
Commercial:		
<u>Initial Bill Dated</u>	~~Billing Period Consumption:~~	January <u>2021</u> ~~2020~~
Per Thousand Gallons (PTG) at -		
	0 to 20,000 gallons	\$2. ~~40~~ ²⁹ PTG
	Above 20,001 gallons	\$2. ~~66~~ ⁵⁴ PTG
Bulk Water (Hydrant)		\$ ~~7.16~~ ^{6.72} PTG
Industrial:		
<u>Initial Bill Dated</u>	~~Billing Period Consumption:~~	January <u>2021</u> ~~2020~~
Per Thousand Gallons (PTG) at -		

0 to 90,000 gallons	\$2. ~~17~~ ⁰⁴ PTG
Above 90,001 gallons	\$2. ~~42~~ ²⁸ PTG
City of Chaska:	
<u>Initial Bill Dated</u> ~~Billing Period Consumption:~~	January ~~2021~~ ²⁰²⁰
Per Thousand Gallons (PTG) at -	
0— ~~27~~ ,000 gallons	\$1. ~~60~~ ⁷⁵ PTG
~~27~~ ,001 to ~~520~~ ,000 gallons	\$1. ~~71~~ ⁸⁶ PTG
~~520~~ ,001 to ~~830~~ ,000 gallons	\$1. ~~86~~ ^{2.08} PTG
~~830~~ ,001 to ~~1240~~ ,000 gallons	\$ ~~2.07~~ ^{2.42} PTG
<u>12,001 to 40,000 gallons</u>	<u>\$2.34 PTG</u>
Above 40,001 gallons	\$2.99 PTG
Irrigation Only Meters:	
<u>Initial Bill Dated</u> ~~Billing Period Consumption:~~	January ~~2021~~ ²⁰²⁰
Per Thousand Gallons (PTG) at -	
0 to 20,000 gallons	\$ ~~3.18~~ ^{2.98} PTG
20,001 to 40,000 gallons	\$3.71 PTG
Above 40,001 gallons	\$4.59 PTG

(Ord. No. 878, Chap. 25, Art. III, Div. 1, Sec. 58, 12/16/13; Ord. No. 896, Sec. 1, 12/15/14; Ord. No. 910, Sec. 1, 1/4/16; Ord. No. 927, Sec. 1, 12/19/16; Ord. No. 943, § 1, 1/8/18; Ord. No. 959, § 1, 12/17/18)

E. *Customer Charges, Minimum Charges And Minimum Flat-Rate Charges.*

Charges as of January 2019:

Notwithstanding the schedule of charges listed herein each water user shall pay a customer charge and a minimum flat rate charge for each monthly period during which water service is furnished as follows:

Meter Size	Monthly Flat Rate, Customer Charges (Per Occupancy Unit)	Monthly Flat-Rate, Charge for Safe Drinking Water (Per Service Connection)
5/8 to 3/4 inch	~~\$4.25~~ ~~3.15~~	\$0.81
1 inch	~~\$4.35~~ ~~4.30~~	\$0.81
1 1/2 inch	~~\$6.10~~ ~~5.35~~	\$0.81
2 inch	~~\$13.90~~ ~~8.60~~	\$0.81
3 inch	~~\$50.80~~ ~~32.65~~	\$0.81
4 inch	~~\$78.05~~ ~~41.65~~	\$0.81
6 inch and over	~~\$143.57~~ ~~62.35~~	\$0.81

The above stated customer charge as applied to single-family dwellings, townhomes, condominiums, apartments and duplex homes shall be three dollars and fifteen cents (~~\$4.25~~~~3.15~~) for each living unit contained therein.

(Ord. No. 780, Chap. 25, Art. III, Div. 1, Sec. 58, 12/19/05; Ord. No. 816, Art. III, Div. 1, Sec. 58, 1/7/08; Ord. No. 832, Art. III, Div. 1, Sec. 58 and 59, 8/31/09; Ord. No. 855, Art. III, Sec. 58 and 59, 12/19/11; Ord. No. 863, Art. III, Div. 1, Sec. 58 and 59, 12/17/12; Ord. No. 878, Chap. 25, Art. III, Div. 1, Sec. 59, 12/16/13; Ord. No. 896, Sec. 2, 12/15/14; Ord. No. 910, Sec. 2, 1/4/16; Ord. No. 927, Sec. 2, 12/19/16; Ord. No. 943, § 2, 1/8/18; Ord. No. 959, § 2, 12/17/18)

- F. *Water Meter Testing Deposit.* Before making a test of any meter, the person requesting such test shall, at the time of filing such request with the City, make a deposit with the City Clerk for the amount charged for such test, subject to the conditions stated in this section, which are charges as follows:

Five-eighths (5/8) inch to one (1) inch \$60.00
One and one-half (1½) to two (2) inch \$90.00
Two (2) inch and larger Actual Cost

The deposit required for testing any meter over two (2) inch shall be the actual cost of removing, transporting, testing and reinstalling the meter as estimated by the company hired by the City performing the work.

(Ord. No. 211, Sec. 6, 4/16/73; Ord. No. 243, Sec. 28, 1/3/77; Ord. No. 294, Sec. 3, 12/17/79; Ord. No. 518, Sec. 3, 12/21/92; Ord. No. 567, Sec. 3, 12/19/94; Ord. No. 883, Art. III, Div. 1, Sec. 60, 4/21/14)

- G. *Water Bills.* Water bills shall be mailed to the customers monthly and shall specify the water consumed and the charges in accordance with the rates set out herein. Payment for water bills shall be made at the office of the City Clerk and shall be due on or before

the fifteenth (15th) day of the month in which the bill is received by the customer. A five percent (5%) penalty shall be added to bills not paid by the close of the business day on the fifteenth (15th) day of the month.

(Ord. No. 211, Sec. 6, 4/16/73; Ord. No. 243, Sec. 28, 1/3/77; Ord. No. 294, Sec. 4, 12/17/79; Ord. No. 574, Sec. 1, 5/15/95)

- H. *Discontinuance Of Water For Nonpayment Of Bills.* All charges for water shall be due on the monthly due date specified by the City for the respective account. It shall be the duty of the City to endeavor to promptly collect delinquent accounts. In all cases where satisfactory arrangements for payment have not been made, and said amount is more than thirty (30) days delinquent, instructions shall be given to discontinue service by shutting off the water at the stop box. All delinquent accounts shall be certified to the City Clerk who shall prepare an assessment roll each year providing for assessments of the delinquent amounts against the respective parties served. This assessment roll shall be delivered to the Council for adoption on or before October 1st of each year, and may be certified to the County Auditor as taxes against any such property to be collected and paid over to the City along with other taxes. Such action may be optional or subsequent to taking legal action to collect delinquent accounts.

(Ord. No. 211, Sec. 7, 1/16/73; Ord. No. 243, Sec. 29, 1/3/77; Ord. No. 294, Sec. 5, 12/17/79)

- I. *Voluntary Discontinuance Of Water Service.* A user of water service, not delinquent in payment for water used, may request the City to connect or terminate service to his property and if said service is not reconnected until more than thirty (30) days after disconnect it shall be deemed a voluntary disconnect and service shall be reconnected upon payment of a reconnection charge in the amount of five dollars (\$5.00).

(Ord. No. 341, Sec. 2, 12/6/82)

SECTION 2: **AMENDMENT** “7.08.070 Rates And Charges” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

7.08.070 Rates And Charges

- A. *Sewer Rental Charges Authorized.* For the purpose of providing funds to meet the cost of maintenance and operation of the sanitary sewers, the costs of construction, maintenance and operation of a sewage disposal plant, payment of capital charges represented by bonds, certificates of indebtedness, or otherwise, and the payment of reasonable requirements for replacement and obsolescence thereof, there is hereby levied and assessed upon each lot, parcel of land, building or premises presently or hereafter having any connection, directly or indirectly, with the public sanitary sewer

system of the City, a sewer rental charge determined as provided in this article.

(Ord. No. 168, Sec. 9, 10/5/64)

- B. *Authority To Classify Users Of System.* The City Council shall have the power to classify the sewage discharged into the sanitary sewerage system based upon its quantity, concentration, pollution, qualities in general and the costs of its disposal, to fix reasonable and equitable sewer rental charges therefor according to such classification, and shall have the power, by resolution, to modify from time to time any classification or sewer rental charge provided in this article as may be, in the exercise of its discretion, reasonably required.

(Ord. No. 168, Sec. 9, 10/5/64)

- C. *Classifications.* For the purpose of this article the following classifications of property according to the use of the sewerage system are hereby established:

Class 1. Residential: This classification shall include property used exclusively for residential purposes by a single-family unit, but does not include multiple residential buildings served by one (1) meter. Residential quarters constituting a single-family unit in buildings where a portion thereof is used for other than residential purposes shall be included in this classification, if the water used in such residential quarters shall be separately metered. A "single-family unit" is hereby defined to include the following:

1. A single person occupying residential quarters having either a private bath or toilet or kitchen facilities.
2. Two (2) or more persons occupying residential quarters as a common residential unit and having either a private bath or toilet or kitchen facilities; and
3. Two (2) or more persons occupying separate residential quarters, but having in common with other such persons living separately the use of either the same private bath or the same toilet or the same kitchen facilities.

Class 2. Commercial: This classification shall include any property used by a single unit for any purposes not properly included in Classes 1 and 3, and which also include any multiple residential building served by one meter. A "single-unit" shall include:

1. Each establishment or office having a separate toilet or other water-using facilities; and
2. Two (2) or more establishments or offices occupied separately, but having in common with such other establishments or offices the use of the same toilet or other water-using facilities.

Notwithstanding anything to the contrary in this paragraph, a "single-family unit" or "single-unit" as used in this classification shall be defined as any such unit having not more than ten (10) "fixtures" as defined in the State of Minnesota Plumbing Code. Each unit having more than ten (10) such fixtures shall, for the purposes of sewer rents, rates and charges be considered a separate "single" unit for each ten (10) fixtures or fraction thereof located within said unit.

Class 3. Industrial: This classification shall include any property used by any establishment where any sewage or waste discharged into the public sewers therefrom

has:

1. A five-day twenty (20) degrees centigrade BOD greater than four hundred (400) milligrams per liter; or
2. A suspended solids content greater than four hundred (400) milligrams per liter; or
3. A chlorine demand greater than twenty (20) milligrams per liter in any fifteen-minute time period; or
4. An average daily flow greater than two percent (2%) of the average daily sewage flow at the sewage treatment works; or
5. Any toxic substance; or
6. Any wastes which are considered by the Engineer to offer possibilities of harm to structures, processes or the operation of the plant.

(Ord. No. 168, Sec. 9, 10/5/64; Ord. No. 217, Secs. 1, 2, 1/21/74)

D. City Clerk To Compute Amount Due And Render Statements.

1. Effective for the month commencing January 1 1980, and each month thereafter, the City Clerk shall compute the amount due the City for sewer rents and charges in accordance with this article and shall render to the sewer system user's statements therefor monthly at the same time as the City water statements for the same month are rendered by him. Both charges shall be separately itemized and included in one (1) bill where both are properly chargeable by the City. Such statements shall be made for each water meter (or its equivalent if water is not supplied by the City), and shall include the sewer rental charges for all units whether classified as residential, commercial, industrial or any combination of such classifications, on each single meter. Such sewer rentals shall be due and shall become delinquent, respectively, at the same time as the City water charges for the same period.
2. In addition to the sewer rental rates and charges in a. above, a surcharge as provided in CMCO 7.08.090 paragraph C, shall be charged.

(Ord. No. 168, Sec. 9, 10/5/64; Ord. No. 295, Sec. 1, 12/17/79; Ord. No. 801, Art. VI, Sec. 204 subd. (a), (b), 4/2/07)

E. Statements To Be A Charge Against Owner, Lessee And Occupant. Prior to the furnishing of any sanitary sewer service to any user or property, a deposit or other security, as provided in CMCO 7.24.020 paragraph D, shall be provided.

(Ord. No. 168, Sec. 9, 10/5/64, Ord. No. 388, Sec. 3, 12/16/85)

F. Recovery Of Unpaid Bills. Any unpaid and delinquent sewer rental charges may be recovered from the occupant of the premises billed therefor in a civil action by the City in any court of competent jurisdiction or, in the discretion of the City Council, may be certified to the County Auditor as taxes against any such property to be collected and paid over to the City along with other taxes. Either or both of such methods of collection thereof may be pursued by the City until payment in full has been made, and the initiation of one (1) such method of collection shall not be deemed to be an election stopping the City from thereafter using the other method of collection until paid in full.

Payment of delinquent sewer rentals collected shall be credited to the same fund hereinafter provided for current sewer rentals, deducting therefrom any costs of collection accruing to the City therefor.

(Ord. No. 168, Sec. 9, 10/5/64; Ord. No. 388, Sec. 4, 2/16/85)

- G. *Charges Collected To Be Placed In Separate Fund.* The sewer rentals provided for in this section shall be placed and deposited in a separate general sewer fund to be known as the sewage disposal fund of the City, and shall be disbursed only for the purpose specified in CMCO 7.08.110 paragraph D,1.

(Ord. No. 168, Sec. 9, 10/5/64)

H. *Rental Charges.*

1. *Imposed.* The sewer rates, charges and rentals to be charged against property shall be based upon the quantity of water used thereon and the quality of sewage generated therefrom and shall be determined as follows:
 - a. The charges each calendar month shall be based on the amount of water used on said property measured as provided in CMCO 7.08.110 paragraph F,2 and are hereby established as follows: Four dollars and sixteen cents (\$4.39) per thousand (1,000) gallons per calendar month.
 - b. The charges each calendar month for residential properties located on Co Rd 10 within the City of Chaska and those units in that portion of Planning Area 9-B/9-C located in Chaska Township involved in the 201 Sanitary Sewer Project, and elect to choose a flat sewer user fee for on-site wastewater treatment systems are hereby established as follows:

Sewer Rental Fee, Per Month \$23.90

Pumping Fee, Per Month \$7.75

(Ord. No. 772, Chap. 19, Art. VI, Div. 2, Sec. 221, 1/3/05; Ord. No. 817, Sec. 221, 1/7/08; Ord. No. 845, Art. VI, Div. 2, Sec. 221(b), 12/20/10; Ord. No. 864, Art. VI, Div. 2, Sec. 221, 12/17/12; Ord. No. 879, Chap. 19, Art. VI, Div. 2, Sec. 221 a and b, 12/16/13; Ord. No. 897, Sec. 1, 12/15/14; Ord. No. 911, Sec. 1, 1/4/16; Ord. No. 928, Sec. 1, 12/19/16; Ord. No. 930, Sec. 1, 1/9/17; Ord. No. 944, § 1, 1/8/18; Ord. No. 960, § 1, 12/17/18)

2. *Minimum Charges.* Notwithstanding anything to the contrary otherwise appearing in this section the minimum sewer rental charge, according to classification of property use as provided by the section shall be as follows:

		Minimum Charges	
		Sewer Rental Charge	Service Charge
Class 1	Residential, per month	\$5.20	\$5.00
Class 2	Commercial, per month	\$5.20	\$5.00
Class 3	Industrial, per month	\$0	\$50.00
Class 4	Sewer Rental Fee, per month	\$23.90	n/a
Class 5	Sewer Pumping Fee, per month	\$7.75	n/a

The above stated minimum service charge as applied to single-family dwelling townhouses, condominiums, apartments and duplex homes shall be five dollars and zero cents (\$5.00) for each living unit contained therein.

(Ord. No. 845, Art. VI, Div. 2, Sec. 222, 12/20/10; Ord. No. 864, Art. VI, Div. 2 Sec. 222, 12/17/12; Ord. No. 879, Chap. 19, Art. VI, Div. 2, Section 222, 12/16/13./; Ord. No. 897, Sec. 2, 12/15/14; Ord. No. 911, Sec. 2, 1/4/16; Ord. No. 928, Sec. 2, 12/19/16; Ord. No. 930, Sec. 2, 1/9/17; Ord. No. 944, § 2, 1/8/18; Ord. No. 960, § 2, 12/17/18)

3. *Determining Amount Of Water Used.* The measure of volume of sewage waste for purposes of determining the rates and charges provided for in paragraph H,2 shall be based on the amount of water used on said premises and determined as follows:

- a. In the event water used on any such property is supplied fully by the City water system, the number of gallons of water supplied to such premises by the City water system as measured by the City water meter therein in use shall be the gallonage figure used in determining the sewer use and charges as hereinbefore provided, except that where such property is classified as residential, the charge each month shall be based upon the number of gallons of water supplied thereto by the City water system, except that the monthly charge for the months of May through and including November of any year shall be based upon the less of:
 - (1) The number of gallons of water supplied thereto by the City water system; or
 - (2) The average number of gallons of water supplied thereto for the monthly charge of the previous December, through and including April adjusted to 105% of average.
- b. In the event water used on any such property is supplied in whole or in

part with water not obtained from the City water system, the number of gallons used on said premises, as if wholly supplied by the City water system as measured by a water meter(s) metering the source of all water used on such property, shall be the gallonage figure used in determining the sewer use and charges as hereinbefore provided, except that where such property is classified as residential the charge each month shall be based upon the number of gallons of water used on said premises, except that the monthly charge for the months of May through and including November of any year shall be based upon the less of:

(1) The number of gallons of water supplied thereto by the City water system; or

(2) The average number of gallons of water supplied thereto for the monthly charge of the previous December, through and including April adjusted to 105% of average.

It shall be the duty of any such owner, lessee or occupant thereof, and all of them to have installed by them, at no expense to the City, the necessary metering equipment as approved by the Utility Superintendent to measure the total amount of water used on said premises.

Until such time such owner, lessee or occupant installs the necessary metering equipment to measure the total amount of water used thereon, or where it is not practical to measure the same by metering equipment, the Utility Superintendent shall cause to be determined in such manner and by such methods as he shall reasonably determine, considering conditions and attendant circumstances in each case, the estimated total amount of water used thereon, and such estimate shall be used in lieu of the meter volume of water to determine the sewer rental charges thereon; except that where such property is classified as residential the charge each month shall be based upon the estimated number of gallons of water used on said premises, except that the monthly charge for the months of May through and including November of any year shall be based upon the less of:

- a. The estimated number of gallons of water supplied thereto by the City water system; or
- b. The estimated average number of gallons of water supplied thereto for the monthly charge of the previous December, through and including April adjusted to 105% of average.

Any person using the sewerage works of the City may install, at no expense to the City, a meter of a style and type approved by the Utility Superintendent to meter actual sewage volume discharged from such property, and in that event, that gallonage figure shall be used in determining the sewer use for such property. Such metering equipment shall be maintained to provide accurate measurement of the sewer use and shall be tested and calibrated at the Utility Superintendent's request or at least annually with test results and maintenance records submitted to the Utility Superintendent for his review and approval.

This shall be done by a competent metering contractor approved by the Utility Superintendent and at no expense to the City. If the above maintenance and testing is not done as required, the City shall hire an approved contractor to perform this work and the cost thereof shall be added to the customer's sewer charges.

(Ord. No. 168, Sec. 9, 10/5/64; Ord. No. 279, Sec. 1, 3/5/79; Ord. No. 287, Sec. 1, 9/17/79; Ord. No. 295, Sec. 4, 12/17/79; Ord. No. 495, Sec. 3, 12/16/91; Ord. No. 519, Sec. 4, 12/21/92)

4. *Determination Of BOD.* The BOD or suspended solids concentration in anyone (1) calendar quarter shall be determined from an average of three (3) standard tests for such concentrations taken by the Superintendent or his representative any time during said calendar quarter. Such test shall be taken and the analysis determined as provided in CMCO 7.08.090 paragraph H.

(Ord. No. 168, Sec. 9, 10/5/64)

5. *Payment For Sewer Services.* Payment for sewer services billed shall be made to the office of the City Clerk and shall be due on or before the fifteenth (15th) day of the month in which the bill is received by the customer. A five percent (5%) penalty shall be added to bills not paid by the close of the business day on the fifteenth (15th) day of the month.

(Ord. No. 243, Sec. 16, 1/3/77; Ord. No. 295, Sec. 5, 12/17/79)

6. *Industrial User's Strength Charges.*

- a. *Establishment of strength charges.* For the purpose of paying the costs allocated to the City of Chaska each year by the Metropolitan Waste Control Commission that are based upon the strength of discharge of all industrial user's receiving waste treatment services within or served by the City, there is hereby established, in addition to the sewer charge based upon volume of discharge as hereinbefore provided, a sewer charge upon each company or corporation receiving waste treatment services within or served by the City, based upon strength of industrial waste discharged into the sewer system by the City called the "strength charge."
- b. *Establishment of strength charge formula.* For the purpose of computation of the strength charge established by paragraph H,6,a, there is hereby established a strength charge formula as designated in Resolution No. 76-172 adopted by the governing body of the Metropolitan Waste Control Commission on June 15, 1976, which is hereby made a part of this paragraph H,6 as if fully set forth herein, such formula being based upon pollution quality and difficulty of disposal of the sewage produced through an evaluation of pollution qualities and quantities in excess of an annual average base and the proportionate cost of operation and maintenance of waste treatment services provided by the Metropolitan Waste Control Commission.

- c. *Strength charge payment.* It is hereby determined that the strength charge established by paragraph H,6,a shall be paid by each industrial user receiving waste treatment services and subject thereto before the twentieth (20th) day next succeeding the date of billing thereof to such user by or on behalf of the City and such payment thereof shall be deemed to be delinquent if not so paid to the billing entity before such date. Furthermore, it is hereby established that if such payment is not paid before such date an industrial user shall pay interest compounded monthly at the rate of two-thirds of one percent ($\frac{2}{3}$ of 1%) on the unpaid balance due.
- d. *Establishment of tax lien.* As provided by Minn. Stat. § 444.075 Subd. 3, it is hereby determined that if payment of the strength charge as established by paragraph H,6,a is not paid before the sixtieth (60th) day next succeeding the date of billing thereof to the industrial user by or on behalf of the City, said delinquent sewer strength charge, plus accrued interest established pursuant to paragraph H,6,c, shall be deemed to be a charge against the owner, lessee or occupant of the property served and the City or its agents shall certify such unpaid delinquent balance to the County Auditor as taxes against the property served for collection as other taxes are collected; provided, however, that such certification shall not preclude the City or its agents from recovery of such delinquent sewer strength charge and interest thereon under any other available remedy.

(Ord. No. 143, Sec. 17, 1/3/77)

I. *Connection Charges.*

1. *Purpose And Intent.*

- a. For the purpose of paying for the establishment, obtainment, construction, reconstruction, repair, replacement, depreciation, enlargement, and improvement of the total municipal sewer system including but not limited to the cost of collection and conveyance; it is hereby determined by the City Council of the City that charges, in accordance with the schedules provided, shall be paid to the City as set forth by resolution for every lot, piece, or parcel of land connecting to the municipal sanitary sewer system, or additional use causing excessive discharge of sewage or additional living units constructed upon land already connected to the system. Said charges are reviewed and, if necessary, revised each November, effective January first of the following year.
- b. It is hereby determined to be the policy of the City that the benefit to any lot, piece, or parcel of land developed within the drainage district hereinafter defined and within the classifications set forth in this paragraph, for sanitary sewer interceptor, trunk or subtrunk service or availability is similar and that payment for said service or availability

should be collected on as fair, reasonable and equitable basis as possible. It is further determined that the charges as set forth by resolution and determined fairly and reasonably represent a benefit to said land in addition in any amount previously assessed for sanitary sewer interceptor, trunk or subtrunk service or availability or any amount paid for any permit fee and charges paid for inspection of said connection pursuant to any other ordinance of the City or any other governmental entity or agency.

(Ord. No. 208, Sec. 1, 1/23/73)

2. *Definitions.* As used in this paragraph the following terms shall have the meanings given:

Acreage availability charges is the amount of dollars per acre as determined and set forth by resolution. The acreage used in computation of the acreage availability charge shall be the net developable land area exclusive of lakes, major parks, major recreational areas, major greenways and major thoroughfares and external collector streets as shown on the appropriate comprehensive guide plans of the City, or amendments thereof.

Basic Equivalent Unit (BEU) for the purpose of this paragraph the classification of property, and the computation of the number of BEUs applicable for each connection to the municipal sewerage system, shall be in accordance with the classification and computation of the Metropolitan Council Environmental Services procedures for classification and computation of its service availability charge as more particularly set forth in that document identified as Service Availability Charge Procedures Manual, January 1998.

Basic equivalent unit charge is the amount of dollars per Basic Equivalent Unit as set forth by resolution.

Connection to sewer system: For purpose of this division every lot, piece or parcel of land is considered to be connected to the sanitary sewer system at the time a sewer connection permit is issued. Where a sanitary sewer is available the sewer connection permit shall be applied for at the time of application for a building permit.

Drainage district shall mean the area of land within the City within the East Creek Drainage area is more particularly shown on the sewer map, identified as Figure 4, as amended, of the Comprehensive Sewer Report dated 1972 as transmitted February 14, 1972, which map is marked "Exhibit A", attached hereto and made a part hereof.

Sanitary sewer charge shall mean the total amount of charges against a lot, piece or parcel of land to be paid to the City for sanitary sewer interceptor, trunk

or subtrunk service or availability, exclusive of sanitary sewer laterals, service connections and use charges, and that said total sanitary sewer charge shall be a combination of the acreage availability charge (AAC) and basic equivalent unit (BEU) charge.

(Ord. No. 208, Sec. 2, 1/23/72; Ord. No. 326, Sec. 1 5/3/82)

3. *Establishment Of Charges.* In order to accomplish the purpose and intent of this paragraph there is hereby established a sanitary sewer charge against every lot, piece or parcel of land within the drainage district, which charge shall be collected as follows:

At the appropriate time the City Clerk, or his duly authorized representative, shall compute the total acreage availability charge and the basic equivalent charge against the land to be subdivided, to be developed or for which a building permit is requested, or which is to be connected to the municipal sanitary sewer system. The sum total of the above two (2) charges shall constitute the sanitary sewer charge for said land. From the sanitary sewer charge shall be deducted the principal amount of any sanitary interceptor, trunk or subtrunk assessments previously levied against said land pursuant to Minn. Stat. Ch. 429 together with interest paid on the total amount of any such assessment principal in excess of eight hundred eighty four dollars (\$884.00) per acre, as determined from the respective assessment rolls and adjusted to net developable acres, to December 31 of the year in which connection is made to the municipal sanitary sewer system. The remaining balance shall constitute the amount of the sanitary sewer charge to be paid prior to the issuance of a sewer permit.

(Ord. No. 208, Sec. 3, 1/23/73; Ord. No. 277, Sec. 1, 3/19/79; Ord. No. 417, Sec. 1, 8/3/87, Policy 08-01-94)

4. *Continued Payment Of Assessment Levied.* A property owner may continue to make assessment payments as provided in the original assessment roll. In that event an amount equal to the total principal assessed together with interest on any such assessment principal in excess of eight hundred eighty four dollars (\$884.00) per acre, to December 31 of the year in which the property is connected to the municipal sanitary sewer system shall be deducted from the sanitary sewer charge and the difference shall be paid in cash prior to the issuance of a sewer permit pursuant to this article, unless paid as so permitted in CMCO 7.08.110 paragraph H,7.

(Ord. No. 208, Sec. 3, 1/23/73; Ord. No. 277, Sec. 2, 3/19/79, Policy 08-01-94)

5. *Credits Against Future Assessment Payments.* A property owner may in the event that more than eight hundred eighty four dollars (\$884.00) per acre, as adjusted to net developable acres, is assessed against the land which is to be connected to the municipal sanitary sewer system, have the total amount

assessed in excess of eight hundred eighty four dollars (\$884.00) per acre together with the interest paid on such excess amount credited against future payments of assessments already levied against other property of the owner.

(Ord. No. 208, Sec. 3, 1-23-73; Ord. No. 277, Sec. 2, 3/19/79, Policy 08-01-94)

6. *Payment For Additional Living Units.* Prior to the issuance of a building permit for construction of additional living units on any land already connected to the municipal sanitary sewer system an amount equal to the basic equivalent unit charge for each of such additional living units to be constructed thereon shall be paid to the City.

(Ord. No. 208, Sec. 3, 11/23/73)

7. *Payment For Excessive Sewage.* In the event that the discharge of sewage from any land already connected to the sanitary sewer system within the classification as set forth in CMCO 7.08.110 paragraph H,1 shall exceed two hundred thousand (200,000) gallons per acre per year, the City Clerk shall recalculate the basic equivalent unit charge based upon such increased discharge. From the basic equivalent unit charge as so determined shall be deducted any basic equivalent unit charges theretofore paid and the remaining balance shall be the additional basic equivalent unit charge to be paid to the City for such excessive discharge.

(Ord. No. 208, Sec. 3, 11/23/73)

8. *Rates.* The sanitary sewer charge established as of January 1997 and thereafter, or until changed, as hereinafter set forth is the sum total of the following:

Acreage availability charge	\$884.00 per acre
Basic equivalent unit charge	\$520.00 per BEU

Because of the added tax base, the addition of new jobs and employment opportunities. it is in the best interest of the City to encourage the subdivision of land in accordance with the Subdivision Ordinance of the City, business, commercial and industrial development within the City, and in connection therewith it is hereby determined that the basic equivalent unit (BEU) charge for any land subdivided or for any development within the classification as defined in CMCO 7.08.110 paragraph H,1 shall be paid in cash, or assessed if requested of the owner or developer, at the time the land is subdivided or developed, whichever occurs first, and if assessed, be paid over a period of years not to exceed ten (10) years within the guidelines hereinafter set forth:

- a. If the BEU charge is assessed the City Council shall, by resolution, after taking into consideration the amount of the charge, the results of the latest fiscal analysis as set forth in paragraph I,9 and any other factors they deem necessary and advisable, determine the number of

years over which the assessment is to be spread.

- b. The City Council in said resolution shall determine the number of years said charge shall be spread and the amount of interest to be charged thereon. Said payments may be spread over a period of not less than three (3) nor more than ten (10) years at an interest rate dependent upon the municipal investment market at that time.
- c. Prior to said charges being paid over a period of years, the land owner and/or Developer shall execute an agreement with the City whereby the land owner and/or Developer agrees that said charges shall be spread on the same basis as, and shall be considered as assessments against the land developed; and that said charges be a first and prior lien against the property in question and on a parity with other assessments levied pursuant to Minn. Stat. Ch. 429, if any.

The Acreage Availability Charge (AAC) if not paid in cash, shall be assessed as provided above time of development or subdivision of land, whichever occurs first. The Basic Equivalent Unit (BEU) charge, if not paid in cash or assessed as above provided, shall be collected at time of obtaining a building permit.

(Ord. No. 208, Sec. 4, 1/23/73; Ord. No. 277, Sec. 4, 3/19/79; Ord. No. 417, Sec. 2, 8/3/87)

9. *Annual Review Of Charges.* A complete fiscal analysis and review of current and projected revenue capital expansion and projected growth shall be made prior to each major interceptor, trunk or subtrunk capital improvement project or at least annually by the City Administrator, together with such other persons as he deems necessary and advisable, and it shall be reported to the City Council on or before January 1 of each year.

Such analysis shall include and take into account changes in the estimated capital costs resulting from inflation or deflation, engineering design, technology, location and alignment of sewer lines; increase or decrease in lateral benefits from the interceptors, trunks or subtrunks, amendments to the comprehensive sewer layout, new materials, governmental grants, State and Federal regulations, and any other items or considerations which will have an affect upon the total cost of the municipal sanitary sewer system. Changes or potential changes in land use, zoning, density, rate of growth, interest earned on sinking funds and prepayments, or any other financial considerations or other factors affecting projected revenue of the system shall also be considered.

The acreage availability charge and/or basic equivalent unit connection charge may be adjusted to reflect any changes shown to be necessary by said fiscal review.

(Ord. No. 208, Sec. 5, 1/23/73)

10. *Separate Account.* All charges collected under this paragraph not specifically pledged to the repayment of a past or future bond issue shall be placed in a

separate account. Revenues from time to time received in excess of amounts so pledged may be pledged by resolution of the governing body, or may be used, though not so pledged, for the payment of principal and interest on obligations issued pursuant to Minn. Stat. Ch. 444 or 475 for sanitary sewer interceptors, trunks and subtrunks or for any other purpose permitted under Minn. Stat. Ch. 444.

(Ord. No. 208, Sec. 6, 1/23/73)

J. *Reserve Capacity Charges.*

1. *Recitals.* The Metropolitan Sewer Board has determined to reserve unused capacity in the metropolitan disposal system each year commencing in 1973 for local government units in which new buildings will be connected, and new connections will be made, to that system during such year and to allocate that debt service costs of such unused capacity for the year among such local government units. In order for the City to pay such costs allocated to it each year, it will be necessary to establish sewer service availability and connection charges for all buildings constructed or connected to the metropolitan disposal system on or after January 1, 1973.

(Ord. No. 207, Sec. 1, 12/18/72)

2. *Establishment Of Charges And Amount Of Charges.*

- a. For the purpose of paying the costs of reserve capacity allocated to the City each year by the Metropolitan Sewer Board, there is hereby established a charge for:
 - (1) The availability of treatment works and interceptors comprising the metropolitan disposal system; and
 - (2) Connections, direct and indirect, to the metropolitan disposal system.

The charge is hereby imposed on each building in the City, and on each connection to the metropolitan disposal system directly or through the City's system, which is within any sewer area established by the Metropolitan Sewer Board, construction of which building is commenced, or which connection is made, on or after January 1, 1973. The charge shall be payable at the time of, and as conditioned to, the issuance of a building permit or a connection permit, as the case may be, but no charge shall be due upon the issuance of a connection permit if a charge was paid upon issuance of a building permit.

The charge for each building shall be equal to the number of units of sewage volume which it will discharge, multiplied by the effective rate determined by the Metropolitan Wastewater Services. The charge after 1977 shall be as the City Council, by ordinance, may determine. A unit of sewage volume shall be one hundred thousand (100,000) gallons per year and shall be assigned as follows:

- (1) Single-family dwellings and each living unit within any

- townhouse development, duplex and mobile homes greater than fourteen (14) feet in width shall comprise one unit;
- (2) Each living unit within condominiums for residential use and apartments and mobile homes fourteen (14) feet in width or less shall each comprise eighty percent (80%) of a unit;
 - (3) All other buildings shall be assigned one (1) unit for each one hundred thousand (100,000) gallons of flow or part thereof which the City estimates they will discharge;
 - (4) Buildings for residential use and existing or for which building permits were issued prior to January 1, 1973, shall be counted as one-half (½) the unit equivalent for that type of residential building if connected to the metropolitan disposal system prior to January 1, 1974, and shall be counted at the full rate thereafter.

(Ord. No. 207, Sec. 2, 12/18/72)

- 3. *Administration.* The City Administrator, or his duly authorized representative, shall prepare or revise building permits and sewage connection permit application forms to provide information necessary for the computation of the number of units assignable to the building in question. The Administrator shall make such information available to the Metropolitan Sewer Board upon request.

(Ord. No. 207, Sec. 2, 2/18/72)

- 4. *Council May Change Charges.* The City Council may by ordinance increase, diminish, or change the amount and basis of the charges herein established, from time to time.

(Ord. No. 207, Sec. 2, 12/18/72)

- 5. *Charges To Be In Addition To Other Charges.* The charges herein established shall be in addition to, and not in lieu of, all other charges imposed from time to time by the City for building permits, sewer connection permits and sewer rental charges.

(Ord. No. 207, Sec. 2, 12/18/72)

AFTER AMENDMENT

7.08.070 Rates And Charges

- A. *Sewer Rental Charges Authorized.* For the purpose of providing funds to meet the cost of maintenance and operation of the sanitary sewers, the costs of construction, maintenance and operation of a sewage disposal plant, payment of capital charges represented by bonds, certificates of indebtedness, or otherwise, and the payment of reasonable requirements for replacement and obsolescence thereof, there is hereby levied and assessed upon each lot, parcel of land, building or premises presently or

hereafter having any connection, directly or indirectly, with the public sanitary sewer system of the City, a sewer rental charge determined as provided in this article.

(Ord. No. 168, Sec. 9, 10/5/64)

- B. *Authority To Classify Users Of System.* The City Council shall have the power to classify the sewage discharged into the sanitary sewerage system based upon its quantity, concentration, pollution, qualities in general and the costs of its disposal, to fix reasonable and equitable sewer rental charges therefor according to such classification, and shall have the power, by resolution, to modify from time to time any classification or sewer rental charge provided in this article as may be, in the exercise of its discretion, reasonably required.

(Ord. No. 168, Sec. 9, 10/5/64)

- C. *Classifications.* For the purpose of this article the following classifications of property according to the use of the sewerage system are hereby established:

Class 1. Residential: This classification shall include property used exclusively for residential purposes by a single-family unit, but does not include multiple residential buildings served by one (1) meter. Residential quarters constituting a single-family unit in buildings where a portion thereof is used for other than residential purposes shall be included in this classification, if the water used in such residential quarters shall be separately metered. A "single-family unit" is hereby defined to include the following:

1. A single person occupying residential quarters having either a private bath or toilet or kitchen facilities.
2. Two (2) or more persons occupying residential quarters as a common residential unit and having either a private bath or toilet or kitchen facilities; and
3. Two (2) or more persons occupying separate residential quarters, but having in common with other such persons living separately the use of either the same private bath or the same toilet or the same kitchen facilities.

Class 2. Commercial: This classification shall include any property used by a single unit for any purposes not properly included in Classes 1 and 3, and which also include any multiple residential building served by one meter. A "single-unit" shall include:

1. Each establishment or office having a separate toilet or other water-using facilities; and
2. Two (2) or more establishments or offices occupied separately, but having in common with such other establishments or offices the use of the same toilet or other water-using facilities.

Notwithstanding anything to the contrary in this paragraph, a "single-family unit" or single-unit" as used in this classification shall be defined as any such unit having not more than ten (10) "fixtures" as defined in the State of Minnesota Plumbing Code. Each unit having more than ten (10) such fixtures shall, for the purposes of sewer rents, rates and charges be considered a separate "single" unit for each ten (10) fixtures or fraction thereof located within said unit.

Class 3. Industrial: This classification shall include any property used by any

establishment where any sewage or waste discharged into the public sewers therefrom has:

1. A five-day twenty (20) degrees centigrade BOD greater than four hundred (400) milligrams per liter; or
2. A suspended solids content greater than four hundred (400) milligrams per liter; or
3. A chlorine demand greater than twenty (20) milligrams per liter in any fifteen-minute time period; or
4. An average daily flow greater than two percent (2%) of the average daily sewage flow at the sewage treatment works; or
5. Any toxic substance; or
6. Any wastes which are considered by the Engineer to offer possibilities of harm to structures, processes or the operation of the plant.

(Ord. No. 168, Sec. 9, 10/5/64; Ord. No. 217, Secs. 1, 2, 1/21/74)

D. City Clerk To Compute Amount Due And Render Statements.

1. Effective for the month commencing January 1 1980, and each month thereafter, the City Clerk shall compute the amount due the City for sewer rents and charges in accordance with this article and shall render to the sewer system user's statements therefor monthly at the same time as the City water statements for the same month are rendered by him. Both charges shall be separately itemized and included in one (1) bill where both are properly chargeable by the City. Such statements shall be made for each water meter (or its equivalent if water is not supplied by the City), and shall include the sewer rental charges for all units whether classified as residential, commercial, industrial or any combination of such classifications, on each single meter. Such sewer rentals shall be due and shall become delinquent, respectively, at the same time as the City water charges for the same period.
2. In addition to the sewer rental rates and charges in a. above, a surcharge as provided in CMCO 7.08.090 paragraph C, shall be charged.

(Ord. No. 168, Sec. 9, 10/5/64; Ord. No. 295, Sec. 1, 12/17/79; Ord. No. 801, Art. VI, Sec. 204 subd. (a), (b), 4/2/07)

E. Statements To Be A Charge Against Owner, Lessee And Occupant. Prior to the furnishing of any sanitary sewer service to any user or property, a deposit or other security, as provided in CMCO 7.24.020 paragraph D, shall be provided.

(Ord. No. 168, Sec. 9, 10/5/64, Ord. No. 388, Sec. 3, 12/16/85)

F. Recovery Of Unpaid Bills. Any unpaid and delinquent sewer rental charges may be recovered from the occupant of the premises billed therefor in a civil action by the City in any court of competent jurisdiction or, in the discretion of the City Council, may be certified to the County Auditor as taxes against any such property to be collected and paid over to the City along with other taxes. Either or both of such methods of collection thereof may be pursued by the City until payment in full has been made, and the initiation of one (1) such method of collection shall not be deemed to be an election

stopping the City from thereafter using the other method of collection until paid in full. Payment of delinquent sewer rentals collected shall be credited to the same fund hereinafter provided for current sewer rentals, deducting therefrom any costs of collection accruing to the City therefor.

(Ord. No. 168, Sec. 9, 10/5/64; Ord. No. 388, Sec. 4, 2/16/85)

- G. *Charges Collected To Be Placed In Separate Fund.* The sewer rentals provided for in this section shall be placed and deposited in a separate general sewer fund to be known as the sewage disposal fund of the City, and shall be disbursed only for the purpose specified in CMCO 7.08.110 paragraph D,1.

(Ord. No. 168, Sec. 9, 10/5/64)

H. *Rental Charges.*

1. *Imposed.* The sewer rates, charges and rentals to be charged against property shall be based upon the quantity of water used thereon and the quality of sewage generated therefrom and shall be determined as follows:
 - a. The charges each calendar month shall be based on the amount of water used on said property measured as provided in CMCO 7.08.110 paragraph F,2 and are hereby established as follows: Four dollars and sixteen cents (\$4.39) per thousand (1,000) gallons per calendar month.
 - b. The charges each calendar month for residential properties located on Co Rd 10 within the City of Chaska and those units in that portion of Planning Area 9-B/9-C located in Chaska Township involved in the 201 Sanitary Sewer Project, and elect to choose a flat sewer user fee for on-site wastewater treatment systems are hereby established as follows:

Sewer Rental Fee, Per Month ~~\$23.90~~ \$25.10

Pumping Fee, Per Month ~~\$7.75~~ \$8.15

(Ord. No. 772, Chap. 19, Art. VI, Div. 2, Sec. 221, 1/3/05; Ord. No. 817, Sec. 221, 1/7/08; Ord. No. 845, Art. VI, Div. 2, Sec. 221(b), 12/20/10; Ord. No. 864, Art. VI, Div. 2, Sec. 221, 12/17/12; Ord. No. 879, Chap. 19, Art. VI, Div. 2, Sec. 221 a and b, 12/16/13; Ord. No. 897, Sec. 1, 12/15/14; Ord. No. 911, Sec. 1, 1/4/16; Ord. No. 928, Sec. 1, 12/19/16; Ord. No. 930, Sec. 1, 1/9/17; Ord. No. 944, § 1, 1/8/18; Ord. No. 960, § 1, 12/17/18)

2. *Minimum Charges.* Notwithstanding anything to the contrary otherwise appearing in this section the minimum sewer rental charge, according to classification of property use as provided by the section shall be as follows:

		Minimum Charges	
		Sewer Rental Charge	Service Charge
Class 1	Residential, per month	~~\$2.15~~ ~~5.20~~	~~\$6.10~~ ~~5.00~~
Class 2	Commercial, per month	~~\$7.10~~ ~~5.20~~	~~\$8.55~~ ~~5.00~~
Class 3	Industrial, per month <u>for meter sizes less than 1.5"</u>	\$0	~~\$26.95~~ ~~50.00~~
<u>Class 3</u>	<u>Industrial, per month for meter sizes equal to or greater than 1.5"</u>	<u>\$0</u>	<u>\$50.00</u>
Class 4	Sewer Rental Fee, per month	~~\$25.10~~ ~~23.90~~	n/a
Class 5	Sewer Pumping Fee, per month	~~\$8.15~~ ~~7.75~~	n/a

The above stated minimum service charge as applied to single-family dwelling townhouses, condominiums, apartments and duplex homes shall be five dollars and zero cents (~~\$6.10~~~~5.00~~) for each living unit contained therein.

(Ord. No. 845, Art. VI, Div. 2, Sec. 222, 12/20/10; Ord. No. 864, Art. VI, Div. 2 Sec. 222, 12/17/12; Ord. No. 879, Chap. 19, Art. VI, Div. 2, Section 222, 12/16/13.; Ord. No. 897, Sec. 2, 12/15/14; Ord. No. 911, Sec. 2, 1/4/16; Ord. No. 928, Sec. 2, 12/19/16; Ord. No. 930, Sec. 2, 1/9/17; Ord. No. 944, § 2, 1/8/18; Ord. No. 960, § 2, 12/17/18)

3. *Determining Amount Of Water Used.* The measure of volume of sewage waste for purposes of determining the rates and charges provided for in paragraph H,2 shall be based on the amount of water used on said premises and determined as follows:

- a. In the event water used on any such property is supplied fully by the City water system, the number of gallons of water supplied to such premises by the City water system as measured by the City water meter therein in use shall be the gallonage figure used in determining the sewer use and charges as hereinbefore provided, except that where such property is classified as residential, the charge each month shall be based upon the number of gallons of water supplied thereto by the City water system, except that the monthly charge for the months of May through and including November of any year shall be based upon the less of:

- (1) The number of gallons of water supplied thereto by the City water system; or

(2) The average number of gallons of water supplied thereto for the monthly charge of the previous December, through and including April adjusted to 105% of average.

b. In the event water used on any such property is supplied in whole or in part with water not obtained from the City water system, the number of gallons used on said premises, as if wholly supplied by the City water system as measured by a water meter(s) metering the source of all water used on such property, shall be the gallonage figure used in determining the sewer use and charges as hereinbefore provided, except that where such property is classified as residential the charge each month shall be based upon the number of gallons of water used on said premises, except that the monthly charge for the months of May through and including November of any year shall be based upon the less of:

(1) The number of gallons of water supplied thereto by the City water system; or

(2) The average number of gallons of water supplied thereto for the monthly charge of the previous December, through and including April adjusted to 105% of average.

It shall be the duty of any such owner, lessee or occupant thereof, and all of them to have installed by them, at no expense to the City, the necessary metering equipment as approved by the Utility Superintendent to measure the total amount of water used on said premises.

Until such time such owner, lessee or occupant installs the necessary metering equipment to measure the total amount of water used thereon, or where it is not practical to measure the same by metering equipment, the Utility Superintendent shall cause to be determined in such manner and by such methods as he shall reasonably determine, considering conditions and attendant circumstances in each case, the estimated total amount of water used thereon, and such estimate shall be used in lieu of the meter volume of water to determine the sewer rental charges thereon; except that where such property is classified as residential the charge each month shall be based upon the estimated number of gallons of water used on said premises, except that the monthly charge for the months of May through and including November of any year shall be based upon the less of:

a. The estimated number of gallons of water supplied thereto by the City water system; or

b. The estimated average number of gallons of water supplied thereto for the monthly charge of the previous December, through and including April adjusted to 105% of average.

Any person using the sewerage works of the City may install, at no expense to the City, a meter of a style and type approved by the Utility Superintendent to meter actual sewage volume discharged from such property, and in that event, that gallonage figure shall be used in determining the sewer use for such

property. Such metering equipment shall be maintained to provide accurate measurement of the sewer use and shall be tested and calibrated at the Utility Superintendent's request or at least annually with test results and maintenance records submitted to the Utility Superintendent for his review and approval. This shall be done by a competent metering contractor approved by the Utility Superintendent and at no expense to the City. If the above maintenance and testing is not done as required, the City shall hire an approved contractor to perform this work and the cost thereof shall be added to the customer's sewer charges.

(Ord. No. 168, Sec. 9, 10/5/64; Ord. No. 279, Sec. 1, 3/5/79; Ord. No. 287, Sec. 1, 9/17/79; Ord. No. 295, Sec. 4, 12/17/79; Ord. No. 495, Sec. 3, 12/16/91; Ord. No. 519, Sec. 4, 12/21/92)

4. *Determination Of BOD.* The BOD or suspended solids concentration in anyone (1) calendar quarter shall be determined from an average of three (3) standard tests for such concentrations taken by the Superintendent or his representative any time during said calendar quarter. Such test shall be taken and the analysis determined as provided in CMCO 7.08.090 paragraph H.

(Ord. No. 168, Sec. 9, 10/5/64)

5. *Payment For Sewer Services.* Payment for sewer services billed shall be made to the office of the City Clerk and shall be due on or before the fifteenth (15th) day of the month in which the bill is received by the customer. A five percent (5%) penalty shall be added to bills not paid by the close of the business day on the fifteenth (15th) day of the month.

(Ord. No. 243, Sec. 16, 1/3/77; Ord. No. 295, Sec. 5, 12/17/79)

6. *Industrial User's Strength Charges.*
 - a. *Establishment of strength charges.* For the purpose of paying the costs allocated to the City of Chaska each year by the Metropolitan Waste Control Commission that are based upon the strength of discharge of all industrial user's receiving waste treatment services within or served by the City, there is hereby established, in addition to the sewer charge based upon volume of discharge as hereinbefore provided, a sewer charge upon each company or corporation receiving waste treatment services within or served by the City, based upon strength of industrial waste discharged into the sewer system by the City called the "strength charge."
 - b. *Establishment of strength charge formula.* For the purpose of computation of the strength charge established by paragraph H,6,a, there is hereby established a strength charge formula as designated in Resolution No. 76-172 adopted by the governing body of the Metropolitan Waste Control Commission on June 15, 1976, which is hereby made a part of this paragraph H,6 as if fully set forth herein, such formula being based upon pollution quality and difficulty of

disposal of the sewage produced through an evaluation of pollution qualities and quantities in excess of an annual average base and the proportionate cost of operation and maintenance of waste treatment services provided by the Metropolitan Waste Control Commission.

- c. *Strength charge payment.* It is hereby determined that the strength charge established by paragraph H,6,a shall be paid by each industrial user receiving waste treatment services and subject thereto before the twentieth (20th) day next succeeding the date of billing thereof to such user by or on behalf of the City and such payment thereof shall be deemed to be delinquent if not so paid to the billing entity before such date. Furthermore, it is hereby established that if such payment is not paid before such date an industrial user shall pay interest compounded monthly at the rate of two-thirds of one percent ($\frac{2}{3}$ of 1%) on the unpaid balance due.
- d. *Establishment of tax lien.* As provided by Minn. Stat. § 444.075 Subd. 3, it is hereby determined that if payment of the strength charge as established by paragraph H,6,a is not paid before the sixtieth (60th) day next succeeding the date of billing thereof to the industrial user by or on behalf of the City, said delinquent sewer strength charge, plus accrued interest established pursuant to paragraph H,6,c, shall be deemed to be a charge against the owner, lessee or occupant of the property served and the City or its agents shall certify such unpaid delinquent balance to the County Auditor as taxes against the property served for collection as other taxes are collected; provided, however, that such certification shall not preclude the City or its agents from recovery of such delinquent sewer strength charge and interest thereon under any other available remedy.

(Ord. No. 143, Sec. 17, 1/3/77)

I. *Connection Charges.*

1. *Purpose And Intent.*

- a. For the purpose of paying for the establishment, obtainment, construction, reconstruction, repair, replacement, depreciation, enlargement, and improvement of the total municipal sewer system including but not limited to the cost of collection and conveyance; it is hereby determined by the City Council of the City that charges, in accordance with the schedules provided, shall be paid to the City as set forth by resolution for every lot, piece, or parcel of land connecting to the municipal sanitary sewer system, or additional use causing excessive discharge of sewage or additional living units constructed upon land already connected to the system. Said charges are reviewed and, if necessary, revised each November, effective January first of the following year.
- b. It is hereby determined to be the policy of the City that the benefit to any lot, piece, or parcel of land developed within the drainage district

hereinafter defined and within the classifications set forth in this paragraph, for sanitary sewer interceptor, trunk or subtrunk service or availability is similar and that payment for said service or availability should be collected on as fair, reasonable and equitable basis as possible. It is further determined that the charges as set forth by resolution and determined fairly and reasonably represent a benefit to said land in addition in any amount previously assessed for sanitary sewer interceptor, trunk or subtrunk service or availability or any amount paid for any permit fee and charges paid for inspection of said connection pursuant to any other ordinance of the City or any other governmental entity or agency.

(Ord. No. 208, Sec. 1, 1/23/73)

2. *Definitions.* As used in this paragraph the following terms shall have the meanings given:

Acreage availability charges is the amount of dollars per acre as determined and set forth by resolution. The acreage used in computation of the acreage availability charge shall be the net developable land area exclusive of lakes, major parks, major recreational areas, major greenways and major thoroughfares and external collector streets as shown on the appropriate comprehensive guide plans of the City, or amendments thereof.

Basic Equivalent Unit (BEU) for the purpose of this paragraph the classification of property, and the computation of the number of BEUs applicable for each connection to the municipal sewerage system, shall be in accordance with the classification and computation of the Metropolitan Council Environmental Services procedures for classification and computation of its service availability charge as more particularly set forth in that document identified as Service Availability Charge Procedures Manual, January 1998.

Basic equivalent unit charge is the amount of dollars per Basic Equivalent Unit as set forth by resolution.

Connection to sewer system: For purpose of this division every lot, piece or parcel of land is considered to be connected to the sanitary sewer system at the time a sewer connection permit is issued. Where a sanitary sewer is available the sewer connection permit shall be applied for at the time of application for a building permit.

Drainage district shall mean the area of land within the City within the East Creek Drainage area is more particularly shown on the sewer map, identified as Figure 4, as amended, of the Comprehensive Sewer Report dated 1972 as transmitted February 14, 1972, which map is marked "Exhibit A", attached

hereto and made a part hereof.

Sanitary sewer charge shall mean the total amount of charges against a lot, piece or parcel of land to be paid to the City for sanitary sewer interceptor, trunk or subtrunk service or availability, exclusive of sanitary sewer laterals, service connections and use charges, and that said total sanitary sewer charge shall be a combination of the acreage availability charge (AAC) and basic equivalent unit (BEU) charge.

(Ord. No. 208, Sec. 2, 1/23/72; Ord. No. 326, Sec. 1 5/3/82)

3. *Establishment Of Charges.* In order to accomplish the purpose and intent of this paragraph there is hereby established a sanitary sewer charge against every lot, piece or parcel of land within the drainage district, which charge shall be collected as follows:

At the appropriate time the City Clerk, or his duly authorized representative, shall compute the total acreage availability charge and the basic equivalent charge against the land to be subdivided, to be developed or for which a building permit is requested, or which is to be connected to the municipal sanitary sewer system. The sum total of the above two (2) charges shall constitute the sanitary sewer charge for said land. From the sanitary sewer charge shall be deducted the principal amount of any sanitary interceptor, trunk or subtrunk assessments previously levied against said land pursuant to Minn. Stat. Ch. 429 together with interest paid on the total amount of any such assessment principal in excess of eight hundred eighty four dollars (\$884.00) per acre, as determined from the respective assessment rolls and adjusted to net developable acres, to December 31 of the year in which connection is made to the municipal sanitary sewer system. The remaining balance shall constitute the amount of the sanitary sewer charge to be paid prior to the issuance of a sewer permit.

(Ord. No. 208, Sec. 3, 1/23/73; Ord. No. 277, Sec. 1, 3/19/79; Ord. No. 417, Sec. 1, 8/3/87, Policy 08-01-94)

4. *Continued Payment Of Assessment Levied.* A property owner may continue to make assessment payments as provided in the original assessment roll. In that event an amount equal to the total principal assessed together with interest on any such assessment principal in excess of eight hundred eighty four dollars (\$884.00) per acre, to December 31 of the year in which the property is connected to the municipal sanitary sewer system shall be deducted from the sanitary sewer charge and the difference shall be paid in cash prior to the issuance of a sewer permit pursuant to this article, unless paid as so permitted in CMCO 7.08.110 paragraph H,7.

(Ord. No. 208, Sec. 3, 1/23/73; Ord. No. 277, Sec. 2, 3/19/79, Policy 08-01-94)

5. *Credits Against Future Assessment Payments.* A property owner may in the

event that more than eight hundred eighty four dollars (\$884.00) per acre, as adjusted to net developable acres, is assessed against the land which is to be connected to the municipal sanitary sewer system, have the total amount assessed in excess of eight hundred eighty four dollars (\$884.00) per acre together with the interest paid on such excess amount credited against future payments of assessments already levied against other property of the owner.

(Ord. No. 208, Sec. 3, 1-23-73; Ord. No. 277, Sec. 2, 3/19/79, Policy 08-01-94)

6. *Payment For Additional Living Units.* Prior to the issuance of a building permit for construction of additional living units on any land already connected to the municipal sanitary sewer system an amount equal to the basic equivalent unit charge for each of such additional living units to be constructed thereon shall be paid to the City.

(Ord. No. 208, Sec. 3, 11/23/73)

7. *Payment For Excessive Sewage.* In the event that the discharge of sewage from any land already connected to the sanitary sewer system within the classification as set forth in CMCO 7.08.110 paragraph H,1 shall exceed two hundred thousand (200,000) gallons per acre per year, the City Clerk shall recalculate the basic equivalent unit charge based upon such increased discharge. From the basic equivalent unit charge as so determined shall be deducted any basic equivalent unit charges theretofore paid and the remaining balance shall be the additional basic equivalent unit charge to be paid to the City for such excessive discharge.

(Ord. No. 208, Sec. 3, 11/23/73)

8. *Rates.* The sanitary sewer charge established as of January 1997 and thereafter, or until changed, as hereinafter set forth is the sum total of the following:

Acreage availability charge	\$884.00 per acre
Basic equivalent unit charge	\$520.00 per BEU

Because of the added tax base, the addition of new jobs and employment opportunities. it is in the best interest of the City to encourage the subdivision of land in accordance with the Subdivision Ordinance of the City, business, commercial and industrial development within the City, and in connection therewith it is hereby determined that the basic equivalent unit (BEU) charge for any land subdivided or for any development within the classification as defined in CMCO 7.08.110 paragraph H,1 shall be paid in cash, or assessed if requested of the owner or developer, at the time the land is subdivided or developed, whichever occurs first, and if assessed, be paid over a period of years not to exceed ten (10) years within the guidelines hereinafter set forth:

- a. If the BEU charge is assessed the City Council shall, by resolution, after taking into consideration the amount of the charge, the results of the latest fiscal analysis as set forth in paragraph I,9 and any other factors they deem necessary and advisable, determine the number of years over which the assessment is to be spread.
- b. The City Council in said resolution shall determine the number of years said charge shall be spread and the amount of interest to be charged thereon. Said payments may be spread over a period of not less than three (3) nor more than ten (10) years at an interest rate dependent upon the municipal investment market at that time.
- c. Prior to said charges being paid over a period of years, the land owner and/or Developer shall execute an agreement with the City whereby the land owner and/or Developer agrees that said charges shall be spread on the same basis as, and shall be considered as assessments against the land developed; and that said charges be a first and prior lien against the property in question and on a parity with other assessments levied pursuant to Minn. Stat. Ch. 429, if any.

The Acreage Availability Charge (AAC) if not paid in cash, shall be assessed as provided above time of development or subdivision of land, whichever occurs first. The Basic Equivalent Unit (BEU) charge, if not paid in cash or assessed as above provided, shall be collected at time of obtaining a building permit.

(Ord. No. 208, Sec. 4, 1/23/73; Ord. No. 277, Sec. 4, 3/19/79; Ord. No. 417, Sec. 2, 8/3/87)

9. *Annual Review Of Charges.* A complete fiscal analysis and review of current and projected revenue capital expansion and projected growth shall be made prior to each major interceptor, trunk or subtrunk capital improvement project or at least annually by the City Administrator, together with such other persons as he deems necessary and advisable, and it shall be reported to the City Council on or before January 1 of each year.

Such analysis shall include and take into account changes in the estimated capital costs resulting from inflation or deflation, engineering design, technology, location and alignment of sewer lines; increase or decrease in lateral benefits from the interceptors, trunks or subtrunks, amendments to the comprehensive sewer layout, new materials, governmental grants, State and Federal regulations, and any other items or considerations which will have an affect upon the total cost of the municipal sanitary sewer system. Changes or potential changes in land use, zoning, density, rate of growth, interest earned on sinking funds and prepayments, or any other financial considerations or other factors affecting projected revenue of the system shall also be considered.

The acreage availability charge and/or basic equivalent unit connection charge may be adjusted to reflect any changes shown to be necessary by said fiscal review.

(Ord. No. 208, Sec. 5, 1/23/73)

10. *Separate Account.* All charges collected under this paragraph not specifically pledged to the repayment of a past or future bond issue shall be placed in a separate account. Revenues from time to time received in excess of amounts so pledged may be pledged by resolution of the governing body, or may be used, though not so pledged, for the payment of principal and interest on obligations issued pursuant to Minn. Stat. Ch. 444 or 475 for sanitary sewer interceptors, trunks and subtrunks or for any other purpose permitted under Minn. Stat. Ch. 444.

(Ord. No. 208, Sec. 6, 1/23/73)

J. Reserve Capacity Charges.

1. *Recitals.* The Metropolitan Sewer Board has determined to reserve unused capacity in the metropolitan disposal system each year commencing in 1973 for local government units in which new buildings will be connected, and new connections will be made, to that system during such year and to allocate that debt service costs of such unused capacity for the year among such local government units. In order for the City to pay such costs allocated to it each year, it will be necessary to establish sewer service availability and connection charges for all buildings constructed or connected to the metropolitan disposal system on or after January 1, 1973.

(Ord. No. 207, Sec. 1, 12/18/72)

2. Establishment Of Charges And Amount Of Charges.

- a. For the purpose of paying the costs of reserve capacity allocated to the City each year by the Metropolitan Sewer Board, there is hereby established a charge for:
 - (1) The availability of treatment works and interceptors comprising the metropolitan disposal system; and
 - (2) Connections, direct and indirect, to the metropolitan disposal system.

The charge is hereby imposed on each building in the City, and on each connection to the metropolitan disposal system directly or through the City's system, which is within any sewer area established by the Metropolitan Sewer Board, construction of which building is commenced, or which connection is made, on or after January 1, 1973. The charge shall be payable at the time of, and as conditioned to, the issuance of a building permit or a connection permit, as the case may be, but no charge shall be due upon the issuance of a connection permit if a charge was paid upon issuance of a building permit.

The charge for each building shall be equal to the number of units of sewage volume which it will discharge, multiplied by the effective rate

determined by the Metropolitan Wastewater Services. The charge after 1977 shall be as the City Council, by ordinance, may determine. A unit of sewage volume shall be one hundred thousand (100,000) gallons per year and shall be assigned as follows:

- (1) Single-family dwellings and each living unit within any townhouse development, duplex and mobile homes greater than fourteen (14) feet in width shall comprise one unit;
- (2) Each living unit within condominiums for residential use and apartments and mobile homes fourteen (14) feet in width or less shall each comprise eighty percent (80%) of a unit;
- (3) All other buildings shall be assigned one (1) unit for each one hundred thousand (100,000) gallons of flow or part thereof which the City estimates they will discharge;
- (4) Buildings for residential use and existing or for which building permits were issued prior to January 1, 1973, shall be counted as one-half (½) the unit equivalent for that type of residential building if connected to the metropolitan disposal system prior to January 1, 1974, and shall be counted at the full rate thereafter.

(Ord. No. 207, Sec. 2, 12/18/72)

3. *Administration.* The City Administrator, or his duly authorized representative, shall prepare or revise building permits and sewage connection permit application forms to provide information necessary for the computation of the number of units assignable to the building in question. The Administrator shall make such information available to the Metropolitan Sewer Board upon request.

(Ord. No. 207, Sec. 2, 2/18/72)

4. *Council May Change Charges.* The City Council may by ordinance increase, diminish, or change the amount and basis of the charges herein established, from time to time.

(Ord. No. 207, Sec. 2, 12/18/72)

5. *Charges To Be In Addition To Other Charges.* The charges herein established shall be in addition to, and not in lieu of, all other charges imposed from time to time by the City for building permits, sewer connection permits and sewer rental charges.

(Ord. No. 207, Sec. 2, 12/18/72)

PASSED AND ADOPTED BY THE CITY OF CHASKA COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Councilmember Grau	_____	_____	_____	_____
Councilmember Hatfield	_____	_____	_____	_____
Councilmember Huang	_____	_____	_____	_____
Councilmember Hubbard	_____	_____	_____	_____
Mayor Windschitl	_____	_____	_____	_____
Presiding Officer		Attest		

Mark Windschitl, Mayor, City of
Chaska

Denise Beebe, Senior Clerk City of
Chaska

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/21/2020 **RESOLUTION NO.** 2020-99

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

A Resolution Adopting a Storm Water Utility Residential Equivalency Factor

WHEREAS, the City Council on September 12, 2011 adopted Ordinance No. 853 amending Chapter 22 of the Code of Ordinances of the City of Chaska relating to a storm water utility; and,

WHEREAS, Item (b), Section 09, Article 2, Chapter 22 of the Code of Ordinances as amended by Ordinance No. 853 states "The storm water management fee for single-family residential property shall be calculated by dividing the storm water management budget by the total number of REFs (Residential Equivalency Factor). The monthly storm water utility fee shall be set annually by the City Council."; and,

WHEREAS, the City Council on December 21, 2021 approved a 2021 Budget for the Storm Water Utility Fund based on \$1,986,378 in total expenses and 188,282 in total REFs for a REF rate of \$10.55 per REF.

NOW, THEREFORE, BE IT RESOLVED, that a rate of Ten Dollars and Fifty-Five Cents (\$10.55) per REF be established for the Storm Water Utility.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 21st day of December 2020.

Mark Windschitl, Mayor

Attest: _____
Deputy Clerk

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/21/2020 **RESOLUTION NO.** 2020-100

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

A Resolution to Establish Electric Franchise Fee Rates

WHEREAS, the Chaska City Code requires electric utilities operating in the City of Chaska to execute a Franchise Agreement with the City; and,

WHEREAS, City of Chaska Ordinance 611 requires the City Council to establish a per kilowatt-hour Electric Franchise Fee Rate; and,

WHEREAS, City of Chaska Ordinance 611 further provides that Chaska Public Electric Utility (Chaska Electric Fund) would pay an Electric Franchise Fee equal to the specific charges per kilowatt-hour as established by City of Chaska resolution; and,

WHEREAS, both the adopted 2021 Chaska Electric Fund Budget and adopted electric rates for 2021 increase the 2021 Electric Franchise Fee Rate based on a \$0.00025 per kilowatt-hour increase in the Franchise Fee Rate from \$0.01086 to \$0.01111 per kilowatt-hour.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Chaska, that Electric Franchise Fee Rates for 2021 be established as follows:

\$0.01111 per kilowatt-hour of electric energy transmitted, furnished, delivered, or received effective January 1, 2020.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 21st day of December 2020.

Mark Windschitl, Chaska Mayor

Attest _____
Deputy Clerk

CLAIMS ROSTER REPORT

FOR COUNCIL MEETING:

December 21, 2020

Paid and Unpaid Invoices:

Check #'s 336017-336366

\$479,796.53

Paid Electronic Invoices:

Wire #'s 2582-2594

\$5,306,903.66

Amount for Approval-Council Meeting:

December 21, 2020

\$5,786,700.19

Checks

12/17/2020 15:21 8482mrob		City of Chaska VENDOR INVOICE LIST		munis a hyler erp solution		P apinvlst		1	
INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
103825 ACUSHNET COMPANY									
909927729		12/01/2020	122220	336022	278.89	12/31/2020	INV	PD	RESALE
CHECK DATE: 12/22/2020									
909948669		12/04/2020	122220	336022	45.24	01/03/2021	INV	PD	RESALE
CHECK DATE: 12/22/2020									
909963840		12/07/2020	122220	336022	26.62	01/06/2021	INV	PD	RESALE
CHECK DATE: 12/22/2020									
909999123		12/09/2020	122220	336022	44.26	01/08/2021	INV	PD	RESALE
CHECK DATE: 12/22/2020									
					395.01				
109348 ADIB, MOURAD									
2009010.002		11/23/2020	122220	336160	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP
CHECK DATE: 12/22/2020									PAYEE: ADIB, MOURAD
108949 ADVANTAGE COLLECTION PROFESSIONALS LLC									
5519 120120		12/01/2020	122220	336023	70.88	12/31/2020	INV	PD	Nov Collection Commission
CHECK DATE: 12/22/2020									
100049 AIR COMPRESSORS PLUS									
200889		11/10/2020	122220	336024	3,835.75	12/10/2020	INV	PD	FIRE STATION AIR COMPRESS
CHECK DATE: 12/22/2020									
109367 ALLFORD, LISA									
2009220.002		11/23/2020	122220	336161	7.66	12/23/2020	INV	PD	RFD NOV MEMBERSHIP
CHECK DATE: 12/22/2020									PAYEE: ALLFORD, LISA
108061 ERNST ENTERPRISES INC									
0001		11/24/2020	122220	336025	1,324.00	12/24/2020	INV	PD	CH WEST ROOF REPLACEMENT
CHECK DATE: 12/22/2020									
84713		11/30/2020	122220	336025	29,336.00	12/30/2020	INV	PD	CH NORTH & WEST ROOF REPL
CHECK DATE: 12/22/2020									
					30,660.00				
109349 ALRICK, JOSEPH									
2009036.002		11/23/2020	122220	336162	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP
CHECK DATE: 12/22/2020									PAYEE: ALRICK, JOSEPH



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City of Chaska
VENDOR INVOICE LIST

P 2
apinvlst

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109576 AMBRODAY, AUTUMN									
2009943.002 CHECK DATE: 12/22/2020		12/07/2020	122220	336163	400.00	01/07/2021	INV PD		RFD-WOMENS CURLING LEAGUE PAYEE: AMBRODAY, AUTUMN
109350 AMBROZ, DAN									
2009044.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336164	16.45	12/23/2020	INV PD		RFD NOV MEMBERSHIP PAYEE: AMBROZ, DAN
109351 ANDERSON, CHRIS									
2009056.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336165	16.45	12/23/2020	INV PD		RFD NOV MEMBERSHIP PAYEE: ANDERSON, CHRIS
100106 DANIEL ANDERSON									
912575 CHECK DATE: 12/22/2020		12/08/2020	122220	336026	6,500.00	01/08/2021	INV PD		FD FLOORING INSTALLATION
109353 ANDERSON, REBECCA									
2009070.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336166	16.45	12/23/2020	INV PD		RFD NOV MEMBERSHIP PAYEE: ANDERSON, REBECCA
104606 ANNALA, JAY									
2009082.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336167	16.45	12/23/2020	INV PD		RFD NOV MEMBERSHIP
100119 SHAKOPEE VALLEY FORD									
281592FOW CHECK DATE: 12/22/2020		11/16/2020	122220	336027	55.47	12/16/2020	INV PD		Squad 1191 window switch
281786FOW CHECK DATE: 12/22/2020		11/17/2020	122220	336027	568.41	12/17/2020	INV PD		Squad 1142 brake parts
281837FOW CHECK DATE: 12/22/2020		11/18/2020	122220	336027	71.56	12/18/2020	INV PD		Squad 1142 bracket
282975FOW CHECK DATE: 12/22/2020		12/04/2020	122220	336027	190.94	01/04/2021	INV PD		Squad 1161 bracket, end
282976FOW CHECK DATE: 12/22/2020		12/05/2020	122220	336027	90.16	01/05/2021	INV PD		Squad 1172 bracket, V-bel



12/17/2020 15:21
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City of Chaska
VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
283647 FOW CHECK DATE: 12/22/2020		12/15/2020	122220	336027	147.32	01/15/2021	INV	PD	#901 MIRROR BLDG INSP CAR
CM277867 CHECK DATE: 12/22/2020		10/01/2020	122220	336027	-300.00	12/11/2020	CRM	PD	#706 SERVICE CREDIT RADIO
					823.86				
100146 ASPEN MILLS INC 265638 CHECK DATE: 12/22/2020		12/09/2020	122220	336028	160.43	01/08/2021	INV	PD	FF UNIFORM-Z BONNEMA
109354 ATKINSON, KAREN 2009104.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336168	16.45	12/25/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: ATKINSON, KAREN
109356 BAHE, CHERRI 2009122.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336169	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: BAHE, CHERRI
104425 BAKKELUND TREE AND LANDSCAPE SERVICE LLC 3076 CHECK DATE: 12/22/2020		12/07/2020	122220	336029	7,000.00	01/06/2021	INV	PD	REMOVAL HAZARDOUS TREE RI
109359 BANZZINI, JOSE 2009144.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336170	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: BANZZINI, JOSE
109371 BECKERING, LAURA 2009225.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336171	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: BECKERING, LAURA
109534 BEDOW, BRENNEN M 163164 CHECK DATE: 12/22/2020		11/13/2020	122220	336030	164.82	01/04/2021	INV	PD	REPLACE PAYROLL CHECK 163 PAYEE: BEDOW, BRENNEN M
109441 BERQUIST, LOIS 2009539.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336172	7.66	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: BERQUIST, LOIS



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109462 BIGLER JONES, JOANNA									
2009714.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336173	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: BIGLER JONES, JOANNA
109592 BISEK, SHAWN									
34598 CHECK DATE: 12/22/2020		12/14/2020	122220	336031	104.67	01/14/2021	INV PD		METER DEPOSIT REFUND-111
109373 BLAHOSKI, TERESA									
2009235.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336174	16.45	12/23/2020	INV PD		RFD NOV MEMBERSHIP PAYEE: BLAHOSKI, TERESA
109581 BONDARENKO, LIDIYA									
10012851 CHECK DATE: 12/22/2020		12/14/2020	122220	336032	25.67	01/14/2021	INV PD		METER DEPOSIT REFUND-133
109442 BORAK, PAT									
2009545.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336175	7.66	12/23/2020	INV PD		RFD NOV MEMBERSHIP PAYEE: BORAK, PAT
100214 BORDER STATES INDUSTRIES INC									
921195153 CHECK DATE: 12/22/2020	200226	12/09/2020	122220	336033	639.15	01/25/2021	INV PD		(100) PHOTO EYE 1000W 105
921220608 CHECK DATE: 12/22/2020	200233	12/14/2020	122220	336033	188.77	01/25/2021	INV PD		(11) CLAMP PARALLEL GROOV
921220609 CHECK DATE: 12/22/2020	200232	12/14/2020	122220	336033	193.99	01/25/2021	INV PD		(10) STRAIN GLADD INSUL 1
					1,021.91				
109377 BORN, GINA									
2009343.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336176	16.45	12/23/2020	INV PD		RFD NOV MEMBERSHIP PAYEE: BORN, GINA
109587 BRODERIUS, ADAM									
34310 CHECK DATE: 12/22/2020		12/14/2020	122220	336034	39.20	01/14/2021	INV PD		METER DEPOSIT REFUND-3422



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100254 BRYAN ROCK PRODUCTS INC									
45440 CHECK DATE: 12/22/2020		11/30/2020	122220	336035	3,332.99	12/30/2020	INV	PD	GRAVEL FOR DT ALLEYS, 82N
100275 CALLAWAY GOLF									
932311603 CHECK DATE: 12/22/2020		11/27/2020	122220	336036	184.50	01/26/2021	INV	PD	RESALE
109586 CAMPBELL, ISABEL									
34292 CHECK DATE: 12/22/2020		12/14/2020	122220	336037	14.66	01/14/2021	INV	PD	METER DEPOSIT REFUND-2492
100302 CARVER COUNTY									
2618 CHECK DATE: 12/22/2020		12/09/2020	122220	336038	6,873.86	12/31/2020	INV	PD	Election-PollPad, Ballot
2637 CHECK DATE: 12/22/2020		12/04/2020	122220	336039	8,623.74	01/03/2021	INV	PD	PAY 2020 TNT BILLING
					15,497.60				
100285 CARVER COUNTY									
84754 CHECK DATE: 12/22/2020		12/04/2020	122220	336040	881.41	12/22/2020	INV	PD	Forfeiture Payout ICR#18.
84755 CHECK DATE: 12/22/2020		12/04/2020	122220	336040	1,008.08	12/22/2020	INV	PD	Forfeiture Payout ICR#16.
					1,889.49				
100314 CARVER COUNTY IS/GIS DEPT									
2690 CHECK DATE: 12/22/2020		12/10/2020	122220	336041	265.00	01/10/2021	INV	PD	DEC INTERNET SERVICE
107854 CASTLE, ANDREW									
85036 CHECK DATE: 12/22/2020		12/08/2020	122220	336042	83.38	12/31/2020	INV	PD	TC MILEAGE-2020 SEASON (1
100337 QWEST CORPORATION									
313692512/DEC20 CHECK DATE: 12/17/2020		12/01/2020	121720	336359	262.68	12/28/2020	INV	PD	DEC TC CLUBHS LOC PHN SVC



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
313773369/DEC20 CHECK DATE: 12/17/2020		12/01/2020	121720	336359	91.23	12/28/2020	INV	PD	DEC CCC BURGLAR ALARM
					353.91				
100374 CHANHASSEN, CITY OF									
84733 CHECK DATE: 12/22/2020		11/30/2020	122220	336043	15.63	12/30/2020	INV	PD	STORMWATER 9/1/20-11/30/2
NOVEMBER 2020 CHECK DATE: 12/22/2020		12/08/2020	122220	336043	32.37	12/31/2020	INV	PD	NOV HWY 41/82ND ST SIGNAL
					48.00				
102038 ULTIMATE SAFETY CONCEPTS INC									
191960 CHECK DATE: 12/22/2020		11/23/2020	122220	336044	825.00	12/23/2020	INV	PD	AIR COMPRESSOR SERVICE
100418 CLEARSOFT INC									
134-322 CHECK DATE: 12/17/2020		12/01/2020	121720	336360	75.00	01/01/2021	INV	PD	DEC FD WATER SOFTENER REN
100416 ROGER CLEVELAND GOLF CO INC									
6166083 NO CHECK DATE: 12/22/2020		11/10/2020	122220	336045	-80.60	12/10/2020	CRM	PD	CREDIT-RESALE ITEMS
6173596 SO CHECK DATE: 12/22/2020		11/17/2020	122220	336045	253.00	01/17/2021	INV	PD	RESALE
					172.40				
104831 PACIFIC RIM VENTURES INC									
1224132-00 CHECK DATE: 12/22/2020		12/10/2020	122220	336046	181.00	01/10/2021	INV	PD	RESALE
100768 CODE 4 SERVICES INC									
5916 CHECK DATE: 12/22/2020		11/22/2020	122220	336047	4,807.13	12/09/2020	INV	PD	Chiefs Squad 1211 Set up
109524 COLLING, MATTHEW									
2009314.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336177	21.98	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: COLLING, MATTHEW



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109590 COLLINGS, SHANE									
34377 CHECK DATE: 12/22/2020		12/14/2020	122220	336048	68.49	01/14/2021	INV	PD	METER DEPOSIT REFUND-3000
100436 COMCAST CORPORATION									
0033141Dec20CCC CHECK DATE: 12/17/2020		11/25/2020	121720	336361	42.00	12/20/2020	INV	PD	CCC cable
109579 COMPASS MINERALS AMERICA INC									
719427 CHECK DATE: 12/22/2020		12/03/2020	122220	336050	8,195.35	01/03/2021	INV	PD	ROAD SALT
720184 CHECK DATE: 12/22/2020		12/04/2020	122220	336049	1,525.33	01/04/2021	INV	PD	ROAD SALT
					9,720.68				
105466 COMPUTER INTEGRATION TECHNOLOGIES INC									
301435 CHECK DATE: 12/22/2020		11/19/2020	122220	336051	146.25	12/19/2020	INV	PD	PROJECT MGMT
100450 COOL AIR MECHANICAL									
99452 CHECK DATE: 12/22/2020		12/05/2020	122220	336052	10,487.50	01/15/2021	INV	PD	3 Therma Stor Units (Ice
104325 COOPER POWER SYSTEMS LLC									
941666964 CHECK DATE: 12/22/2020	200104	11/19/2020	122220	336053	34,965.00	12/19/2020	INV	PD	(1) SW CAB 3 PHS 10-T
100429 COORDINATED BUSINESS SYSTEMS LTD									
INV122358 CHECK DATE: 12/22/2020		12/03/2020	122220	336054	110.64	12/13/2020	INV	PD	HP Color M452DW
INV122359 CHECK DATE: 12/22/2020		12/03/2020	122220	336054	185.82	12/13/2020	INV	PD	HP M404DN
INV122365 CHECK DATE: 12/22/2020		12/03/2020	122220	336057	1.81	01/02/2021	INV	PD	NOV ADMIN PRINTER USAGE
INV122367 CHECK DATE: 12/22/2020		12/03/2020	122220	336056	637.24	12/13/2020	INV	PD	Contract Invoice



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INV122368 CHECK DATE: 12/22/2020		12/03/2020	122220	336055	25.93	12/13/2020	INV	PD	COPIER CONTRACT
					961.44				
109603 CRUSSEL, ROBYN									
2009944.002 CHECK DATE: 12/22/2020		12/07/2020	122220	336178	33.25	01/07/2021	INV	PD	REFUND ACCOUNT BALANCE-UN PAYEE: CRUSSEL, ROBYN
100479 CULLIGAN-METRO BROOKLYN PARK									
114-01594506-5-NOV20 CHECK DATE: 12/17/2020		11/30/2020	121720	336362	41.54	12/20/2020	INV	PD	NOV COOLER RENT/WATER-TC
109452 CURRIMBOY, FARAZ									
2009579.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336179	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: CURRIMBOY, FARAZ
109454 CVETNIC, ERIN									
2009580.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336180	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: CVETNIC, ERIN
100555 D R HORTON INC									
1409 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1413 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1414 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1417 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1418 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1421 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1422 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1425 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1426 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1429 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1434 SAGEWOOD CT CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1441 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1454 SAGEWOOD CT CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
1465 CLOVER PRSRV LN CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
2644 CLOVER FIELD CR CHECK DATE: 12/22/2020		12/11/2020	122220	336058	1,500.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
2650 CLOVER FIELD CR CHECK DATE: 12/22/2020		12/11/2020	122220	336058	750.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
2656 CLOVER FIELD CR CHECK DATE: 12/22/2020		12/11/2020	122220	336058	750.00	01/11/2021	INV	PD	BUILDERS DEPOSIT REFUND
					24,000.00				
109444 DAHLKE, TIMOTHY									
2009560.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336181	7.66	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: DAHLKE, TIMOTHY
109445 DAHMES, PATRICIA									
2009561.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336182	7.66	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: DAHMES, PATRICIA
100488 DAKOTA COUNTY TECHNICAL COLLEGE									
745531 CHECK DATE: 12/22/2020		11/19/2020	122220	336059	500.00	12/19/2020	INV	PD	Pursuit refresher #416/40
747787 CHECK DATE: 12/22/2020		11/29/2020	122220	336059	1,050.00	12/29/2020	INV	PD	Pursuit training #414/421
					1,550.00				
109446 DANIEL, CHRISTINE									
2009562.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336183	7.66	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: DANIEL, CHRISTINE



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109460 DAS, ARUNAVA									
2009587.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336184	16.45	12/23/2020	INV PD	RFD NOV	MEMBERSHIP PAYEE: DAS, ARUNAVA
109463 DAS, DANICA									
2009589.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336185	16.45	12/23/2020	INV PD	RFD NOV	MEMBERSHIP PAYEE: DAS, DANICA
109484 DASCALOS, ALEXANDER									
2009590.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336186	16.45	12/23/2020	INV PD	RFD NOV	MEMBERSHIP PAYEE: DASCALOS, ALEXANDER
109497 DEKKER, JAYSON									
2009168.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336187	10.42	12/23/2020	INV PD	RFD-ADULT	SGL MONTHLY MEM PAYEE: DEKKER, JAYSON
109447 DEVRIES, CRAIG									
2009569.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336188	7.66	12/23/2020	INV PD	RFD NOV	MEMBERSHIP PAYEE: DEVRIES, CRAIG
109580 DOROSZ, ALEXANDER									
10011628 CHECK DATE: 12/22/2020		12/14/2020	122220	336060	150.72	01/14/2021	INV PD	METER DEPOSIT	REFUND-2494
109456 DREYER, ALEXANDER									
2009582.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336189	7.66	12/23/2020	INV PD	RFD YOUTH <18	SGL MONTHLY PAYEE: DREYER, ALEXANDER
105629 DICKS SANITATION SERVICE INC									
DT0003647663 CHECK DATE: 12/22/2020		11/30/2020	122220	336061	1,044.10	12/30/2020	INV PD	MSB	
DT0003647664 CHECK DATE: 12/22/2020		11/30/2020	122220	336061	178.32	12/30/2020	INV PD	FIRE STATION	
DT0003647665 CHECK DATE: 12/22/2020		11/30/2020	122220	336061	488.21	12/30/2020	INV PD	CITY HALL	



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
DT0003647666 CHECK DATE: 12/22/2020		11/30/2020	122220	336061	144.73	12/30/2020	INV	PD	VETERAN'S PARK
					1,855.36				
109467 DUININCK, TRACY									
2009731.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336190	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: DUININCK, TRACY
109449 EIDEM, TOM									
2009683.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336191	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: EIDEM, TOM
109451 ELIASON, PAUL									
2009688.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336192	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: ELIASON, PAUL
109472 ENRIQUEZ, GONZALO									
2009764.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336193	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: ENRIQUEZ, GONZALO
100653 FERGUSON ENTERPRISES INC									
8018713 CHECK DATE: 12/22/2020		11/19/2020	122220	336062	17.40	12/19/2020	INV	PD	MSB SEWER CLEANOUT SUPPLI
8018713-1 CHECK DATE: 12/22/2020		11/24/2020	122220	336062	13.07	12/24/2020	INV	PD	MSB SEWER CLEANOUT PLUG
8022254 CHECK DATE: 12/22/2020		11/24/2020	122220	336062	1,017.00	12/24/2020	INV	PD	DRINKING FOUNTAIN REPLACE
					1,047.47				
100655 FERRELLGAS 7780961									
1113693293 CHECK DATE: 12/22/2020		12/02/2020	122220	336063	51.95	12/30/2020	INV	PD	PROPANE FORKLIFT
109475 FIELDS, JENNIFER									
2009776.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336194	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: FIELDS, JENNIFER
100660 FINANCE & COMMERCE									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
744896272 CHECK DATE: 12/22/2020		11/25/2020	122220	336064	173.54	12/25/2020	INV	PD	LAKE GRACE TRAIL BRIDGE A
109488 FLEMING, THOMAS									
2009627.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336195	7.66	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: FLEMING, THOMAS
109352 FOLKINS, ERIC									
2009063.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336196	14.89	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: FOLKINS, ERIC
109481 FONTAINE, JAMIE									
2009798.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336197	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: FONTAINE, JAMIE
105055 FORTERRA CONCRETE PRODUCTS INC									
ST00023996 CHECK DATE: 12/22/2020		12/08/2020	122220	336065	2,160.00	01/08/2021	INV	PD	PAR 30-STORM SEWER SUPPLI
109485 FOSSEN, MATTHEW									
2009807.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336198	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: FOSSEN, MATTHEW
109490 FREDERICK, JEFF									
2009652.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336199	7.66	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: FREDERICK, JEFF
109591 FREED, MEGAN									
34559 CHECK DATE: 12/22/2020		12/14/2020	122220	336066	59.64	01/14/2021	INV	PD	METER DEPOSIT REFUND-3000
109492 FUDGE, JOAN									
2009664.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336200	7.66	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: FUDGE, JOAN
100699 PLAYCORE WISCONSIN INC									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
PJI-0149905 CHECK DATE: 12/22/2020		11/19/2020	122220	336067	4,976.48	12/19/2020	INV	PD	PLAYGROUND PARTS FOR PION
109474 GARCIA, MIGUEL									
2009775.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336201	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: GARCIA, MIGUEL
109477 GASTERLAND, WENDY									
2009781.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336202	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: GASTERLAND, WENDY
104426 GENERAL SPRINKLER CORP									
35088 CHECK DATE: 12/22/2020		11/29/2020	122220	336068	370.00	12/29/2020	INV	PD	WELL #7 FIRE SUPPRESSION
108043 GRIKE, MONA									
2009668.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336203	7.66	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: GRIKE, MONA
109493 GILLIES, LYNN									
2009674.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336204	7.66	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: GILLIES, LYNN
109480 GISEL, ERICA									
2009797.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336205	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: GISEL, ERICA
106394 GOLIATH HYDRO-VAC INC									
30357 CHECK DATE: 12/22/2020		09/15/2020	122220	336069	2,921.25	12/03/2020	INV	PD	VACING CITY STORM SEPTORS
30382 CHECK DATE: 12/22/2020		09/14/2020	122220	336069	3,277.50	12/03/2020	INV	PD	VACING CITY STORM SEPTORS
					6,198.75				
109482 GONZALES MCGAHEY, CA									
2009800.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336206	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: GONZALES MCGAHEY, CARMEN



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109483 GOULD, GARY									
2009806.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336207	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: GOULD, GARY
100759 GRAINGER									
9707600699 CHECK DATE: 12/22/2020		11/05/2020	122220	336070	1,438.08	12/05/2020	INV PD		EXHAUST FANS TEAM ROOMS-C
9719624737 CHECK DATE: 12/22/2020		11/17/2020	122220	336070	171.49	12/17/2020	INV PD		AIR REGULATOR & PRESSURE
9726323471 CHECK DATE: 12/22/2020		11/23/2020	122220	336070	96.72	12/23/2020	INV PD		FILTERS FOR WTP
9727198906 CHECK DATE: 12/22/2020		11/24/2020	122220	336070	48.99	12/24/2020	INV PD		HVAC BELTS-TC MAINT SHOP
					1,755.28				
109494 GRITTNER, KERRY									
2009685.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336208	7.66	12/23/2020	INV PD		RFD NOV MEMBERSHIP PAYEE: GRITTNER, KERRY
109491 GRUBISCH, MIKE									
2009824.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336209	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: GRUBISCH, MIKE
109495 GRUNST, LISA									
2009691.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336210	7.66	12/23/2020	INV PD		RFD NOV MEMBERSHIP PAYEE: GRUNST, LISA
109374 GUILLEN, MAYRA									
2009139.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336211	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: GUILLEN, MAYRA
109496 GUNDERSON, BRIAN									
2009828.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336212	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: GUNDERSON, BRIAN
109536 HAERING, LISA									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2009694.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336213	7.66	12/23/2020	INV PD		RFD-AOA SGL MONTHLY MEMBE PAYEE: HAERING, LISA
109471 HAGELSTROM, RYAN									
2009763.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336214	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: HAGELSTROM, RYAN
109473 HAGEN, RANDALL									
2009769.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336215	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: HAGEN, RANDALL
109476 HALL, DAVID									
2009778.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336216	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: HALL, DAVID
109537 HAMMER, GREG									
2009719.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336217	7.66	12/23/2020	INV PD		RFD-NOV AOA SGL MONTHLY M PAYEE: HAMMER, GREG
109478 HANSEN, KIMBERLY									
2009785.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336218	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: HANSEN, KIMBERLY
109479 HARRIS, PAUL									
2009793.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336219	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: HARRIS, PAUL
100810 HAWKINS INC									
4837558 CHECK DATE: 12/22/2020		11/23/2020	122220	336071	3,427.32	12/23/2020	INV PD		WTP CHEMICALS
109509 HEALY, MATTHEW									
2009239.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336220	10.42	12/23/2020	INV PD		RFD-ADULT SGL MONTHLY MEM PAYEE: HEALY, MATTHEW
109511 HELGET, CONNIE									
2009242.002		11/23/2020	122220	336221	10.42	12/23/2020	INV PD		RFD-ADULT SGL MONTHLY MEM



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/22/2020			PAYEE: HELGET, CONNIE						
100830 HELSTROM, DEREK									
85037		12/08/2020	122220	336072	136.28	12/31/2020	INV	PD	TC MILEAGE-2020 SEASON (1
CHECK DATE: 12/22/2020									
109487 HENRY, HEIDE									
2009813.002		11/23/2020	122220	336222	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020			PAYEE: HENRY, HEIDE						
109489 HERGET, RANDY									
2009816.002		11/23/2020	122220	336223	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020			PAYEE: HERGET, RANDY						
100841 HERMANS LANDSCAPE SUPPLIES									
038741		04/10/2020	122220	336073	102.00	12/31/2020	INV	PD	SNOW PLOW SOD DAMAGE REPA
CHECK DATE: 12/22/2020									
109512 HERNANDEZ, HILARIO									
2009243.002		11/23/2020	122220	336224	10.42	12/23/2020	INV	PD	RFD-ADULT SGL MONTHLY MEM
CHECK DATE: 12/22/2020			PAYEE: HERNANDEZ, HILARIO						
108716 HERZOG, MARK									
2009941.002		12/03/2020	122220	336225	10.74	01/03/2021	INV	PD	RFD-FREE THROW CONTEST-EL
CHECK DATE: 12/22/2020			PAYEE: HERZOG, MARK						
2009942.002		12/03/2020	122220	336225	10.74	12/23/2020	INV	PD	RFD-3-PT CONTEST WITHDRAW
CHECK DATE: 12/22/2020			PAYEE: HERZOG, MARK						
					21.48				
100848 HIGH TECH CLEANING INC									
16255		11/23/2020	122220	336074	3,896.43	12/23/2020	INV	PD	Contract Cleaning-CCC
CHECK DATE: 12/22/2020									
16256		11/24/2020	122220	336074	325.00	12/24/2020	INV	PD	CITY HALL CARPET CLEANING
CHECK DATE: 12/22/2020									
16260		11/24/2020	122220	336074	722.28	12/24/2020	INV	PD	CITY HALL CLEANING SUPPLI
CHECK DATE: 12/22/2020									
16261		11/24/2020	122220	336074	484.89	12/24/2020	INV	PD	FIRE STATION CLEANING SUP



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/22/2020									
16269		11/24/2020	122220	336074	584.92	12/24/2020	INV	PD	MSB CLEANING SUPPLIES
CHECK DATE: 12/22/2020									
16274		12/01/2020	122220	336074	3,092.25	12/30/2020	INV	PD	CITY HALL
CHECK DATE: 12/22/2020									
16275		12/01/2020	122220	336074	485.16	12/30/2020	INV	PD	COMMUNITY ROOM - CLOVER R
CHECK DATE: 12/22/2020									
16276		12/01/2020	122220	336074	1,495.91	12/30/2020	INV	PD	FIRE STATION
CHECK DATE: 12/22/2020									
16277		12/01/2020	122220	336074	1,140.83	12/30/2020	INV	PD	HISTORY CENTER
CHECK DATE: 12/22/2020									
16278		12/01/2020	122220	336074	202.15	12/30/2020	INV	PD	IT DEPARTMENT
CHECK DATE: 12/22/2020									
16279		12/01/2020	122220	336074	1,971.55	12/30/2020	INV	PD	MSB
CHECK DATE: 12/22/2020									
16280		12/01/2020	122220	336074	161.72	12/30/2020	INV	PD	STANTEC BUILDING
CHECK DATE: 12/22/2020									
16281		12/01/2020	122220	336074	625.00	12/30/2020	INV	PD	WTP
CHECK DATE: 12/22/2020									
16319		12/08/2020	122220	336074	83.18	01/08/2021	INV	PD	GARBAGE/RECYCLE CANS (CIT
CHECK DATE: 12/22/2020									
					15,271.27				
109325 HIGHLAND MANAGEMENT GROUP									
9725-REIMBURSE		07/20/2020	122220	336075	2,280.00	12/31/2020	INV	PD	BROKEN DOOR-HAZELTINE SHO
CHECK DATE: 12/22/2020									PAYEE: HIGHLAND MANAGEMENT GROUP
109394 HOLLOWAY, ANDREW									
2009647.002		11/23/2020	122220	336226	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: HOLLOWAY, ANDREW
109395 HOUSELOG, JEFFREY									
2009653.002		11/23/2020	122220	336227	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: HOUSELOG, JEFFREY
100878 HUEBSCH									
84176/NOV2020		11/30/2020	122220	336076	862.97	12/10/2020	INV	PD	NOV RUG/MAT SVC

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/22/2020									
106626 HUFFMAN, GRETCHEN									
2008668.002		11/12/2020	122220	336228	54.85	01/03/2021	INV	PD	RFD NOV MEMBERSHIP
CHECK DATE: 12/22/2020									
2008669.002		11/12/2020	122220	336228	54.85	01/03/2021	INV	PD	RFD OCT MEMBERSHIP
CHECK DATE: 12/22/2020									
2008670.002		11/12/2020	122220	336228	54.85	01/03/2021	INV	PD	RFD SEP MEMBERSHIP
CHECK DATE: 12/22/2020									
					164.55				
100889 INTERNATIONAL CITY MGMT ASSN RETIREMENT CORP									
2020/1204-ICMA		12/04/2020	120420	336017	4,967.97	12/04/2020	INV	PD	12/04/20 Payroll 457 & Ro
CHECK DATE: 12/04/2020									
109515 ILLIES, JARROD									
2009254.002		11/23/2020	122220	336229	10.42	12/23/2020	INV	PD	RFD-ADULT SGL MONTHLY MEM
CHECK DATE: 12/22/2020 PAYEE: ILLIES, JARROD									
104751 IMPACT MAILING OF MINNESOTA INC									
150539		12/03/2020	122220	336077	1,103.63	01/03/2021	INV	PD	Nov Reminder Notices
CHECK DATE: 12/22/2020									
150540		12/03/2020	122220	336077	275.41	01/03/2021	INV	PD	Nov Final Bills
CHECK DATE: 12/22/2020									
150646		12/09/2020	122220	336077	8,481.58	01/09/2021	INV	PD	Nov Bills
CHECK DATE: 12/22/2020									
					9,860.62				
107970 PATRICK HAWKINS									
9568		12/02/2020	122220	336078	8,357.83	01/01/2021	INV	PD	REPLACEMENT EDGES UNITS #
CHECK DATE: 12/22/2020									
109516 ISRAELSON, ADAM									
2009257.002		11/23/2020	122220	336230	10.42	12/23/2020	INV	PD	RFD-ADULT SGL MONTHLY MEM
CHECK DATE: 12/22/2020 PAYEE: ISRAELSON, ADAM									
109358 ITTEL, CHRISTY									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2009123.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336231	14.89	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: ITTEL, CHRISTY
100943 JEFFERSON FIRE & SAFETY INC									
IN123865 CHECK DATE: 12/22/2020		11/20/2020	122220	336079	56.53	12/20/2020	INV	PD	NAME CHANGE ON GEAR
IN124174 CHECK DATE: 12/22/2020		11/30/2020	122220	336079	224.80	12/30/2020	INV	PD	WATER RESCUE ROPE BAGS
					281.33				
109557 JENSEN, DEBRA									
2009875.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336232	7.66	12/23/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M PAYEE: JENSEN, DEBRA
109453 JEVNE, JENNIFER									
2009701.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336233	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: JEVNE, JENNIFER
109455 JOHNSON, BETH									
2009707.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336234	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: JOHNSON, BETH
109595 JOHNSON, JENNA									
2008652.002 CHECK DATE: 12/22/2020		11/05/2020	122220	336235	54.85	01/15/2021	INV	PD	RFD-NOV MEMBERSHIP PAYEE: JOHNSON, JENNA
109457 JOHNSON, PAUL B									
2009711.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336236	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: JOHNSON, PAUL B
109459 JOHNSON, PAUL B									
2009712.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336237	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: JOHNSON, PAUL B
109558 JOHNSTON, TIM									
2009876.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336238	7.66	12/23/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M PAYEE: JOHNSTON, TIM

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
108948 AUDRANN INC									
1285874 CHECK DATE: 12/22/2020		12/04/2020	122220	336080	8.88	01/18/2021	INV	PD	SHIPPING FOR TOOL REPAIR
1286082 CHECK DATE: 12/22/2020		11/23/2020	122220	336080	37.80	01/07/2021	INV	PD	BELTS-CCC ICE ARENA
1286345 CHECK DATE: 12/22/2020		11/24/2020	122220	336080	11.51	01/08/2021	INV	PD	BELTS-TC MAINT EXHAUST FA
1286345-01 CHECK DATE: 12/22/2020		11/25/2020	122220	336080	39.76	01/09/2021	INV	PD	BELTS-TC MAINT SHOP HVAC
1288750 CHECK DATE: 12/22/2020		12/10/2020	122220	336080	5.00	01/10/2021	INV	PD	LOCKER ROOM BATH FAN REPA
					102.95				
109526 JONCKOWSKI, BRENDA									
2009345.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336239	21.98	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: JONCKOWSKI, BRENDA
109464 JONES, MIKEL									
2009715.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336240	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: JONES, MIKEL
109465 JURIASINGANI, RAJESH									
2009718.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336241	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: JURIASINGANI, RAJESH
109466 KABITZ, KARLA									
2009720.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336242	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: KABITZ, KARLA
109387 KELLY, KATHY									
2009603.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336243	10.42	12/23/2020	INV	PD	RFD-ADULT SGL MONTHLY MEM PAYEE: KELLY, KATHY
109578 KENNEDY, MATTHEW A									
163342 CHECK DATE: 12/22/2020		11/09/2020	122220	336081	14.33	01/10/2021	INV	PD	REPLACE LOST PAYROLL CHEC PAYEE: KENNEDY, MATTHEW A

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
163720		11/09/2020	122220	336081	515.57	01/10/2021	INV PD		REPLACE LOST PAYROLL CHEC
CHECK DATE: 12/22/2020									PAYEE: KENNEDY, MATTHEW A
					529.90				
108982 KEYSTONE ELECTRICAL MANUFACTURING CO									
23763-PO200138	200138	10/30/2020	122220	336082	20,852.56	12/03/2020	INV PD		MRS - PANEL #8
CHECK DATE: 12/22/2020									
23763-PO200154	200154	10/30/2020	122220	336082	390.00	12/03/2020	INV PD		MN RIVER SUBSTATION BREAK
CHECK DATE: 12/22/2020									
					21,242.56				
109527 KHARYTOVICH, OLYA									
2009353.002		11/23/2020	122220	336244	21.98	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: KHARYTOVICH, OLYA
109559 KHWICE, DIANE									
2009880.002		11/23/2020	122220	336245	7.66	12/23/2020	INV PD		RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020									PAYEE: KHWICE, DIANE
109560 KING, DON									
2009881.002		11/23/2020	122220	336246	7.66	12/23/2020	INV PD		RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020									PAYEE: KING, DON
109585 KOEHN, ANA									
33916		12/14/2020	122220	336083	83.82	01/14/2021	INV PD		METER DEPOSIT REFUND-3000
CHECK DATE: 12/22/2020									
109561 KRAEMER, MIKE									
2009884.002		11/23/2020	122220	336247	7.66	12/23/2020	INV PD		RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020									PAYEE: KRAEMER, MIKE
109468 KRAUSE, JASON									
2009737.002		11/23/2020	122220	336248	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: KRAUSE, JASON
109520 LAKE, ANTHONY									
2009280.002		11/23/2020	122220	336249	10.42	12/23/2020	INV PD		RFD-ADULT SGL MONTHLY MEM
CHECK DATE: 12/22/2020									PAYEE: LAKE, ANTHONY



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101043 LANO EQUIPMENT INC									
01-799251		12/03/2020	122220	336084	24.02	01/03/2021	INV	PD	CHAIN SAW CHAIN
CHECK DATE: 12/22/2020									
01-799379		12/03/2020	122220	336084	200.00	01/03/2021	INV	PD	BRUSH MOWER ATTACHMENT RE
CHECK DATE: 12/22/2020									
01-800177		12/08/2020	122220	336084	57.33	01/08/2021	INV	PD	BOBCAT BRUSH MOWER (OIL S
CHECK DATE: 12/22/2020									
					281.35				
109469 LARSON, MARY									
2009748.002		11/23/2020	122220	336250	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: LARSON, MARY
109530 LAUWAGIE, BETH									
2009364.002		11/23/2020	122220	336251	21.98	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: LAUWAGIE, BETH
101050 LAW ENFORCEMENT LABOR SERVICES INC									
December 2020		12/04/2020	120420	336018	1,488.00	12/04/2020	INV	PD	December 2020 Police Unio
CHECK DATE: 12/04/2020									
101071 LENZEN CHEVROLET BUICK INC									
81987		11/18/2020	122220	336085	126.95	12/18/2020	INV	PD	#1092 DOOR LOCK SWITCH
CHECK DATE: 12/22/2020									
107698 LTR INTERMEDIATE HOLDINGS INC									
1944492		11/28/2020	122220	336086	734.50	12/28/2020	INV	PD	TIRE RECYCLING (8)
CHECK DATE: 12/22/2020									
109531 LIND, LISA									
2009367.002		11/23/2020	122220	336252	21.98	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: LIND, LISA
101097 LOCATORS & SUPPLIES INC									
0289169-IN		12/10/2020	122220	336087	95.58	01/10/2021	INV	PD	WINTER GLOVES
CHECK DATE: 12/22/2020									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
103842	LOCAL GOVERNMENT INFORMATION SYSTEMS								
49595		12/01/2020	122220	336088	752.00	12/31/2020	INV	PD	DEC SA SUPPORT
CHECK DATE:	12/22/2020								
101115	LUTHYS SANDBLASTING & PAINTING INC								
2554		11/28/2020	122220	336089	150.00	12/28/2020	INV	PD	SAND BLASTING LIGHT COVER
CHECK DATE:	12/22/2020								
2555		11/30/2020	122220	336089	685.00	12/30/2020	INV	PD	DRAIN PAINTING - MSB
CHECK DATE:	12/22/2020								
					835.00				
105710	MACQUEEN EMERGENCY GROUP								
P04390		11/25/2020	122220	336090	129.75	12/25/2020	INV	PD	E11 INTAKE VALVE REPAIR
CHECK DATE:	12/22/2020								
103449	MADDEN GALANTER HANSEN LLP								
84939		12/11/2020	122220	336091	1,080.00	01/11/2021	INV	PD	NOV HR LEGAL
CHECK DATE:	12/22/2020								
109355	MAGER, ADRIANNE								
2009085.002		11/23/2020	122220	336253	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE:	12/22/2020								PAYEE: MAGER, ADRIANNE
109562	MAHONEY, MARY								
2009891.002		11/24/2020	122220	336254	7.66	12/24/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M
CHECK DATE:	12/22/2020								PAYEE: MAHONEY, MARY
109363	MALUCHNIK, RANDY								
2009097.002		11/23/2020	122220	336255	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE:	12/22/2020								PAYEE: MALUCHNIK, RANDY
103176	MANSFIELD OIL COMPANY								
179518		12/04/2020	122220	336092	5,850.90	01/03/2021	INV	PD	UNLEADED FUEL
CHECK DATE:	12/22/2020								
179519		12/04/2020	122220	336092	3,517.90	01/03/2021	INV	PD	COLDPRO ADDITIVE FOR DIES
CHECK DATE:	12/22/2020								



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
179521 CHECK DATE: 12/22/2020		12/04/2020	122220	336092	1,703.27	01/03/2021	INV	PD	DYED DIESEL
					11,072.07				
109366 MARTIN, MICHAEL									
2009101.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336256	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: MARTIN, MICHAEL
109563 MCCAULEY, JACK									
2009893.002 CHECK DATE: 12/22/2020		11/24/2020	122220	336257	7.66	12/24/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M PAYEE: MCCAULEY, JACK
109564 MCCOLLAM, KRISTAL									
2009894.002 CHECK DATE: 12/22/2020		11/24/2020	122220	336258	7.66	12/24/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M PAYEE: MCCOLLAM, KRISTAL
109369 MCGINNIS, SCOTT									
2009114.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336259	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: MCGINNIS, SCOTT
109565 MCKINNEY, WILLIAM									
2009896.002 CHECK DATE: 12/22/2020		11/24/2020	122220	336260	7.66	12/24/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M PAYEE: MCKINNEY, WILLIAM
109379 MCPHERSON, THOMAS									
2009372.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336261	21.98	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: MCPHERSON, THOMAS
109521 MEEKS, BRENDA									
2009293.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336262	10.42	12/23/2020	INV	PD	RFD-ADULT SGL MONTHLY MEM PAYEE: MEEKS, BRENDA
101187 METRO SALES INC									
INV1707019 CHECK DATE: 12/22/2020		11/24/2020	122220	336093	159.00	12/24/2020	INV	PD	DEC FD COPIER
INV1714495 CHECK DATE: 12/22/2020		12/07/2020	122220	336093	197.00	01/06/2021	INV	PD	Contract Invoice



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					356.00				
109375 MIDDENDORF, AMBER									
2009143.002		11/23/2020	122220	336263	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: MIDDENDORF, AMBER
105998 MILBANK WINWATER WORKS									
168820 02	200225	11/25/2020	122220	336094	21,900.00	12/25/2020	INV	PD	ULTRASONIC METERS & WALL
CHECK DATE: 12/22/2020									
109566 MILLER, TOM									
2009899.002		11/24/2020	122220	336264	7.66	12/24/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020									PAYEE: MILLER, TOM
109470 MILLER, MATT									
2009755.002		11/23/2020	122220	336265	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: MILLER, MATT
109381 MILLER, SHELLY									
2009158.002		11/23/2020	122220	336266	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: MILLER, SHELLY
109567 MILLS, DANIEL									
2009900.002		11/24/2020	122220	336267	7.66	12/24/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020									PAYEE: MILLS, DANIEL
101217 MINNESOTA CHILD SUPPORT PMT CTR									
PR1204200014172152		12/04/2020	120420	336020	195.66	12/04/2020	INV	PD	120420 Payroll Child Supp
CHECK DATE: 12/04/2020									
PR120420001510208001		12/04/2020	120420	336019	179.04	12/04/2020	INV	PD	120420 Payroll Child Supp
CHECK DATE: 12/04/2020									
					374.70				
101337 MINNESOTA DEPARTMENT OF HEALTH									
1100002 4th Qtr 2020		11/20/2020	122220	336095	17,469.27	12/31/2020	INV	PD	Water Supply Svc Connecti
CHECK DATE: 12/22/2020									
84885		12/09/2020	122220	336268	23.00	12/30/2020	INV	PD	M. HAEFNER- CLASS B CERTI

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/22/2020									
101303 MINNESOTA TEAMSTERS LOCAL #320					17,492.27				
December 2020		12/04/2020	120420	336021	4,454.00	12/04/2020	INV	PD	December 2020 Local #320
CHECK DATE: 12/04/2020									
101352 MINNESOTA TREASURY DIVISION									
84753		12/04/2020	122220	336096	440.70	12/22/2020	INV	PD	Forfeiture payout ICR#18.
CHECK DATE: 12/22/2020									
101276 MINNESOTA VALLEY ELECTRIC COOPERATIVE									
107050711/NOV20		11/25/2020	121720	336363	789.47	12/22/2020	INV	PD	NOV ST LITES-TOWN COURSE
CHECK DATE: 12/17/2020									
121770311/NOV20		11/25/2020	121720	336363	23.66	12/22/2020	INV	PD	NOV 4255 CREEK RD
CHECK DATE: 12/17/2020									
778377500/NOV20		12/07/2020	121720	336363	114.07	01/02/2021	INV	PD	NOV 12500 CTY RD 11 SIGNA
CHECK DATE: 12/17/2020									
778377800/NOV20		12/07/2020	121720	336363	57.81	01/02/2021	INV	PD	NOV 42500 ENGLER BLVD SIG
CHECK DATE: 12/17/2020									
778377900/NOV20		12/07/2020	121720	336363	57.24	01/02/2021	INV	PD	NOV 4100 ENGLER BLVD SIGN
CHECK DATE: 12/17/2020									
781385500/NOV20		12/07/2020	121720	336363	10.46	01/02/2021	INV	PD	NOV 4463 CTY RD 44
CHECK DATE: 12/17/2020									
101281 KRISTIE MITCHELL					1,052.71				
84110		11/23/2020	122220	336097	1,120.20	12/23/2020	INV	PD	FALL 2 SKATE LESSONS
CHECK DATE: 12/22/2020									
109568 MITCHELL, SHARON									
2009901.002		11/24/2020	122220	336269	7.66	12/24/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020					PAYEE: MITCHELL, SHARON				
101134 MALLOY MONTAGUE KARNOWSKI RADOSEVICH & CO PA									
49495		12/15/2020	122220	336098	1,000.00	01/15/2021	INV	PD	CFDRA FORM 990 FILING
CHECK DATE: 12/22/2020									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101238 MINNESOTA DEPARTMENT OF HEALTH									
FBL-10842-5445	2021	11/23/2020	122220	336099	1,475.00	12/23/2020	INV	PD	License for CCC food, bev
CHECK DATE: 12/22/2020									
FBL-31854-44018	2021	11/20/2020	122220	336099	1,295.00	12/18/2020	INV	PD	License for Firemens food
CHECK DATE: 12/22/2020									
					2,770.00				
109380 MOHAMED, DOFA									
2009374.002		11/23/2020	122220	336270	21.98	12/23/2020	INV	PD	RFD NOV MEMBERSHIP
CHECK DATE: 12/22/2020						PAYEE: MOHAMED, DOFA			
105995 MONEY MOVERS INC									
133951		11/02/2020	122220	336100	12.75	12/31/2020	INV	PD	Oct Health Ins Reimbursem
CHECK DATE: 12/22/2020									
134795		11/01/2020	122220	336100	23.00	12/31/2020	INV	PD	Nov Health Ins Reimbursem
CHECK DATE: 12/22/2020									
					35.75				
109569 MOORE, LYNN									
2009903.002		11/24/2020	122220	336271	7.66	12/24/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020						PAYEE: MOORE, LYNN			
109570 MOORE, STEPHEN									
2009904.002		11/24/2020	122220	336272	7.66	12/24/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020						PAYEE: MOORE, STEPHEN			
109501 MOREHOUSE, TREVEN									
2009209.002		11/23/2020	122220	336273	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020						PAYEE: MOREHOUSE, TREVEN			
103088 SID TOOL CO INC									
4244696001		11/19/2020	122220	336101	367.41	12/19/2020	INV	PD	AIR COMPRESSOR REPAIR
CHECK DATE: 12/22/2020									
4259402001		11/24/2020	122220	336101	51.48	12/24/2020	INV	PD	NUTS
CHECK DATE: 12/22/2020									
4259402002		11/25/2020	122220	336101	214.68	12/25/2020	INV	PD	ZP FULL THREADED HHCS (30
CHECK DATE: 12/22/2020									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					633.57				
101355 MTI DISTRIBUTING INC #400012									
1283080-00		12/03/2020	122220	336102	17,354.52	12/09/2020	INV	PD	Irrigation Parts for Par
CHECK DATE: 12/22/2020									
101354 MTI DISTRIBUTING INC #700767									
1284960-00		11/25/2020	122220	336103	1,938.84	12/25/2020	INV	PD	SIDEWINDER PARTS
CHECK DATE: 12/22/2020									
1285197-00		12/02/2020	122220	336103	281.82	01/02/2021	INV	PD	WORKMAN BRAKE ASM
CHECK DATE: 12/22/2020									
1285456-00		12/04/2020	122220	336103	316.48	01/04/2021	INV	PD	WORKMAN PARTS-LEVER BRAKE
CHECK DATE: 12/22/2020									
					2,537.14				
106657 MUNICIPAL ASSET MANAGEMENT INC									
0617967		12/01/2020	122220	336104	4,357.03	01/15/2021	INV	PD	CCC FITNESS EQUIP LEASE P
CHECK DATE: 12/22/2020									
0617968		12/01/2020	122220	336104	151.05	01/15/2021	INV	PD	CCC SCIFIT PRO LEASE PMT
CHECK DATE: 12/22/2020									
					4,508.08				
109507 MUNSON, DOUGLAS									
2009229.002		11/23/2020	122220	336274	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020		PAYEE: MUNSON, DOUGLAS							
109584 NAGEYE, JAWAHIR									
33141		12/14/2020	122220	336105	48.43	01/14/2021	INV	PD	METER DEPOSIT REFUND-865
CHECK DATE: 12/22/2020									
109382 NALI, PAT									
2009378.002		11/23/2020	122220	336275	21.98	12/23/2020	INV	PD	RFD NOV MEMBERSHIP
CHECK DATE: 12/22/2020		PAYEE: NALI, PAT							
101365 STAR GROUP LLC									
4472/NOV2020		11/30/2020	121720	336364	2,079.68	12/10/2020	INV	PD	NOV PARTS & SUPPLIES
CHECK DATE: 12/17/2020									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109571 NELSON, ANNE									
2009906.002 CHECK DATE: 12/22/2020		11/24/2020	122220	336276	7.66	12/24/2020	INV PD	RFD-NOV	AOA SGL MONTHLY M PAYEE: NELSON, ANNE
109572 NERDAHL, PEGGY									
2009907.002 CHECK DATE: 12/22/2020		11/24/2020	122220	336277	7.66	12/24/2020	INV PD	RFD-NOV	AOA SGL MONTHLY M PAYEE: NERDAHL, PEGGY
105875 NETWORKFLEET INC									
OSV0000002302288 CHECK DATE: 12/22/2020		12/01/2020	122220	336106	259.04	12/09/2020	INV PD		Data Processing - GPS
109362 NIENABER, GWEN									
2009160.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336278	14.89	12/23/2020	INV PD	RFD NOV	MEMBERSHIP PAYEE: NIENABER, GWEN
101402 NIHCA									
104267 CHECK DATE: 12/22/2020		11/05/2020	122220	336107	399.00	12/25/2020	INV PD		Annual Membership-CCC
102654 NORTH AMERICAN SAFETY INC									
INV54126 CHECK DATE: 12/22/2020		11/02/2020	122220	336108	237.99	12/02/2020	INV PD		MAINT DEPT INITIAL CLOTHI
109522 NYEN, TONY									
2009307.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336279	16.45	12/23/2020	INV PD	RFD-FAMILY	MONTHLY MEMBER PAYEE: NYEN, TONY
101470 O'REILLY AUTOMOTIVE STORES INC									
556275/NOV2020 CHECK DATE: 12/17/2020		11/28/2020	121720	336365	149.32	12/20/2020	INV PD		NOV PARTS & SUPPLIES
109523 O'ROURKE, DAWN									
2009313.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336280	16.45	12/23/2020	INV PD	RFD-FAMILY	MONTHLY MEMBER PAYEE: O'ROURKE, DAWN

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101445 OFFICE DEPOT									
139005664001		11/24/2020	122220	336109	188.66	12/26/2020	INV	PD	Spoons, plates, cups, lid
CHECK DATE: 12/22/2020									
139010999001		11/27/2020	122220	336109	29.99	01/02/2021	INV	PD	Pepper Shakers for 2nd fl
CHECK DATE: 12/22/2020									
					218.65				
101465 ON SITE SANITATION INC									
0001043969		11/28/2020	122220	336110	80.00	12/28/2020	INV	PD	PAR 30 CONSTRUCTION RESTR
CHECK DATE: 12/22/2020									
0001051670		12/03/2020	122220	336110	-60.00	12/30/2020	CRM	PD	PAR 30 CONSTRUCTION RESTR
CHECK DATE: 12/22/2020									
					20.00				
109525 OSIFESO, MANJI									
2009340.002		11/23/2020	122220	336281	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: OSIFESO, MANJI
109528 OSTERDYK, GREG									
2009355.002		11/23/2020	122220	336282	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: OSTERDYK, GREG
109573 OUTHAAPHAY, KHAMPHOU									
2009914.002		11/24/2020	122220	336283	7.66	12/24/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020									PAYEE: OUTHAAPHAY, KHAMPHOUANG
109529 OVERBY, JANE									
2009363.002		11/23/2020	122220	336284	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: OVERBY, JANE
109575 PARKER, KAYLA									
32950		12/08/2020	122220	336111	82.26	01/08/2021	INV	PD	CREDIT BALANCE REFUND-709
CHECK DATE: 12/22/2020									PAYEE: PARKER, KAYLA
109532 PARRINGTON, BECKY									
2009371.002		11/23/2020	122220	336285	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: PARRINGTON, BECKY



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109574 PAULY, TOM									
2009916.002		11/24/2020	122220	336286	7.66	12/24/2020	INV PD	RFD-NOV	AOA SGL MONTHLY M
CHECK DATE: 12/22/2020									PAYEE: PAULY, TOM
102388 PETERSON, LARRY & SANDY									
2009385.002		11/23/2020	122220	336287	16.45	12/23/2020	INV PD	RFD NOV	MEMBERSHIP
CHECK DATE: 12/22/2020									PAYEE: PETERSON, LARRY
101535 PITNEY BOWES INC									
1016921144		11/30/2020	122220	336112	504.48	12/30/2020	INV PD	Postage	Tape Sheets & Red
CHECK DATE: 12/22/2020									
101539 PLAISTED COMPANIES INC									
39094		11/30/2020	122220	336113	910.40	12/30/2020	INV PD	TOPDRESSING	
CHECK DATE: 12/22/2020									
101557 POWER SYSTEM ENGINEERING INC									
9035648		12/03/2020	122220	336114	200.00	01/03/2021	INV PD	GENERAL ENG	FOR NOVEMBER
CHECK DATE: 12/22/2020									
9035724		12/04/2020	122220	336114	18,771.66	01/04/2021	INV PD	MRS 115KV BRKR	ADD'N - EN
CHECK DATE: 12/22/2020									
					18,971.66				
109361 PROECHEL, LORI									
2009091.002		11/23/2020	122220	336288	9.98	12/23/2020	INV PD	RFD-AOA SGL	MONTHLY MEMBE
CHECK DATE: 12/22/2020									PAYEE: PROECHEL, LORI
103055 QUALITY PROPANE INC									
206111		11/23/2020	122220	336115	83.58	12/23/2020	INV PD	LP Gas-CCC	
CHECK DATE: 12/22/2020									
107855 STAPLES INC									
12479468		11/23/2020	122220	336117	4.99	12/23/2020	INV PD	PENS FOR	FRONT COUNTER
CHECK DATE: 12/22/2020									
12627049		12/01/2020	122220	336117	15.23	12/31/2020	INV PD	DESK	CALENDAR
CHECK DATE: 12/22/2020									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
12632436 CHECK DATE: 12/22/2020		12/01/2020	122220	336117	87.72	12/30/2020	INV	PD	2021 CALENDARS FOR OFFICE
12760619 CHECK DATE: 12/22/2020		12/04/2020	122220	336117	45.64	01/03/2021	INV	PD	OFFICE SUPPLIES
12803798 CHECK DATE: 12/22/2020		12/07/2020	122220	336117	21.46	01/06/2021	INV	PD	MOUSE FOR THERESA
12808216-1 CHECK DATE: 12/22/2020		12/07/2020	122220	336116	281.76	01/06/2021	INV	PD	Storage Boxes for Finance
12808216-2 CHECK DATE: 12/22/2020		12/07/2020	122220	336116	16.19	01/06/2021	INV	PD	Post it's for the work ro
12844806 CHECK DATE: 12/22/2020		12/08/2020	122220	336116	57.08	01/07/2021	INV	PD	Printer Cartridges for De
					530.07				
107199 R & H PAINTING LLC									
1135 CHECK DATE: 12/22/2020		12/02/2020	122220	336118	22,465.00	12/30/2020	INV	PD	SEWER MANHOLE LINING
1136 CHECK DATE: 12/22/2020		12/07/2020	122220	336118	-650.00	12/30/2020	CRM	PD	SEWER MANHOLE LINING
					21,815.00				
109504 RADEMACHER, THOMAS									
2009215.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336289	9.98	12/23/2020	INV	PD	RFD-AOA SGL MONTHLY MEMBE PAYEE: RADEMACHER, THOMAS
107099 CRAIG RAPP									
(11.20.01) CHECK DATE: 12/22/2020		11/17/2020	122220	336119	1,400.00	12/17/2020	INV	PD	Leadership Dev Program Po
101616 RDO EQUIPMENT COMPANY									
P7140870 CHECK DATE: 12/22/2020		12/14/2020	122220	336120	557.59	01/14/2021	INV	PD	PRUNER TOOLS FOR MSB
101620 RECREATION SUPPLY CO INC									
407306 CHECK DATE: 12/22/2020		12/11/2020	122220	336121	686.14	01/11/2021	INV	PD	Pool Pumps Seal Kits
407315 CHECK DATE: 12/22/2020		12/11/2020	122220	336121	865.16	01/11/2021	INV	PD	Pool Drain/Suction Covers



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101649 RIDGEVIEW MEDICAL CENTER					1,551.30				
85038 CHECK DATE: 12/22/2020		12/08/2020	122220	336122	283.80	12/13/2020	INV	PD	NARCAN replacement
109505 RIESE, CAROL 2009217.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336290	9.98	12/23/2020	INV	PD	RFD-AOA SGL MONTHLY MEMBE PAYEE: RIESE, CAROL
107697 RIVERS EDGE CONCRETE LLC 1343 CHECK DATE: 12/17/2020		11/30/2020	121720	336366	16.00	12/30/2020	INV	PD	FINANCE CHARGE ON SEP INV
109582 RJM CONSTRUCTION 31603 CHECK DATE: 12/22/2020		12/14/2020	122220	336123	1,002.45	01/14/2021	INV	PD	HYDRANT PERMIT REFUND-ENG
101673 ROCHESTER MIDLAND CORP INV00225111 CHECK DATE: 12/22/2020		11/25/2020	122220	336124	34.59	12/25/2020	INV	PD	FIREMAN'S PARK (OXYGEN SE
109437 ROGERS, JENNY 2009513.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336291	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: ROGERS, JENNY
109389 ROLLINS, ANGIE 2009607.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336292	10.42	12/23/2020	INV	PD	RFD-ADULT SGL MONTHLY MEM PAYEE: ROLLINS, ANGIE
109438 ROSSOW, KIM 2009519.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336293	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: ROSSOW, KIM
106573 RYAN CONTRACTING 31701-2 CHECK DATE: 12/22/2020		12/14/2020	122220	336125	2,006.61	01/14/2021	INV	PD	HYDRANT PERMIT REFUND-DOW



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
107517 RYAN, KRISTEN									
2009526.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336294	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP
109448 SALEM, RANDA									
2009572.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336295	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: SALEM, RANDA
101703 SALVATION ARMY									
NOV/20 HS CHECK DATE: 12/22/2020		12/07/2020	122220	336126	124.00	01/14/2021	INV	PD	NOV HEAT SHARE CONTRIBUTI
109450 SAMPSON, GREG									
2009577.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336296	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: SAMPSON, GREG
109458 SCHAAL, GINA									
2009584.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336297	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: SCHAAL, GINA
109461 SCHAFFER, MICHELLE									
2009588.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336298	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: SCHAFFER, MICHELLE
109486 SCHENDEL, SUSAN									
2009594.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336299	16.45	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: SCHENDEL, SUSAN
109364 SCHMITT, JON									
2009172.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336300	14.89	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: SCHMITT, JON
109384 SCHMITZ, BRANT									
2009598.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336301	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: SCHMITZ, BRANT



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109514 SCHNEIDER, GRETA									
2009250.002		11/23/2020	122220	336302	9.98	12/23/2020	INV PD		RFD-AOA SGL MONTHLY MEMBE
CHECK DATE: 12/22/2020									PAYEE: SCHNEIDER, GRETA
109385 SCHRANDT, ANTHONY									
2009599.002		11/23/2020	122220	336303	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: SCHRANDT, ANTHONY
109386 SCHWARTZ, DAVE									
2009601.002		11/23/2020	122220	336304	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: SCHWARTZ, DAVE
109388 SEGURA, KIMBERLY									
2009606.002		11/23/2020	122220	336305	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: SEGURA, KIMBERLY (STEFFES)
109432 SERRANO, DEANNA									
2009480.002		11/23/2020	122220	336306	10.42	12/23/2020	INV PD		RFD NOV MEMBERSHIP
CHECK DATE: 12/22/2020									PAYEE: SERRANO, DEANNA
107939 SHAKOPEE PUBLIC UTILITIES COMMISSION									
6589	200223	12/07/2020	122220	336127	6,000.00	01/07/2021	INV PD		TRN UG 750 601-1899
CHECK DATE: 12/22/2020									
105713 TOWING SERVICES INC									
84756		12/04/2020	122220	336128	2,480.00	12/22/2020	INV PD		Forfeiture payouts ICR#s
CHECK DATE: 12/22/2020									
109538 SHARPE, KEVIN									
2009834.002		11/23/2020	122220	336307	7.66	12/23/2020	INV PD		RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020									PAYEE: SHARPE, KEVIN
109433 SHAY, ANNA									
2009481.002		11/23/2020	122220	336308	10.42	12/23/2020	INV PD		RFD NOV MEMBERSHIP
CHECK DATE: 12/22/2020									PAYEE: SHAY, ANNA



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109391 SHEETZ, JULIE									
2009619.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336309	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: SHEETZ, JULIE
109517 SHERLOCK, MARY									
2009258.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336310	9.98	12/23/2020	INV PD		RFD-AOA SGL MONTHLY MEMBE PAYEE: SHERLOCK, MARY
109583 SHIMOTA, CODY									
32755 CHECK DATE: 12/22/2020		12/14/2020	122220	336129	29.33	01/14/2021	INV PD		METER DEPOSIT REFUND-120
109392 SHINGLEDECKER, DAVID									
2009623.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336311	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: SHINGLEDECKER, DAVID
104827 ROHN INDUSTRIES INC									
540657 CHECK DATE: 12/22/2020		11/30/2020	122220	336130	20.25	12/30/2020	INV PD		Security Console Shreddin
109393 SILUS, JEFF									
2009626.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336312	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: SILUS, JEFF
104547 SITEONE LANDSCAPE SUPPLY HOLDING LLC									
105221175-001 CHECK DATE: 12/22/2020		12/03/2020	122220	336131	520.29	01/15/2021	INV PD		BRUSH/STUMP KILLER SPRAY
109539 SMITH, SCOTT									
2009837.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336313	7.66	12/23/2020	INV PD		RFD-NOV AOA SGL MONTHLY M PAYEE: SMITH, SCOTT
109498 SNODGRASS, LAURA									
2009177.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336314	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: SNODGRASS, LAURA
109499 SOBOLESKI, TIMOTHY									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2009181.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336315	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: SOBOLESKI, TIMOTHY
109540 SODERLIND, CRYSTAL									
2009838.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336316	7.66	12/23/2020	INV PD		RFD-NOV AOA SGL MONTHLY M PAYEE: SODERLIND, CRYSTAL
109434 SOKOL, SCOTT									
2009489.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336317	10.42	12/23/2020	INV PD		RFD NOV MEMBERSHIP PAYEE: SOKOL, SCOTT
109500 SOULE, JANIS									
2009196.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336318	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER PAYEE: SOULE, JANIS
101828 SOUTHWEST NEWS MEDIA									
2118893 CHECK DATE: 12/22/2020		11/19/2020	122220	336132	40.74	12/20/2020	INV PD		KLEIN MANSION GARAGE PERM
2119199 CHECK DATE: 12/22/2020		11/26/2020	122220	336132	135.80	12/20/2020	INV PD		LAKE GRACE TRAIL BRIDGE A
2119200 CHECK DATE: 12/22/2020		11/26/2020	122220	336132	47.53	12/20/2020	INV PD		OAK RIDGE SENIOR HOUSING
2119201 CHECK DATE: 12/22/2020		11/26/2020	122220	336132	44.14	12/20/2020	INV PD		CLUB WEST PARTNERS-PLAT/Z
					268.21				
101847 SRF CONSULTING GROUP INC									
12504.00-19 CHECK DATE: 12/22/2020		11/30/2020	122220	336133	9,937.41	12/30/2020	INV PD		TH 212 INTERCHANGE & CSAH
101857 ST ANDREWS PRODUCT COMPANY									
0000887125 CHECK DATE: 12/22/2020		11/11/2020	122220	336134	97.21	12/11/2020	INV PD		RESALE
109541 ST JOHN, ELAINE									
2009843.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336319	7.66	12/23/2020	INV PD		RFD-NOV AOA SGL MONTHLY M PAYEE: ST JOHN, ELAINE



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109542 ST JOHN, RUSSELL									
2009844.002		11/23/2020	122220	336320	7.66	12/23/2020	INV PD		RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020									PAYEE: ST JOHN, RUSSELL
109502 STAGG, LEE RANDOLPH									
2009210.002		11/23/2020	122220	336321	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: STAGG, LEE RANDOLPH
109543 STAHLKE, VICKI									
2009846.002		11/23/2020	122220	336322	7.66	12/23/2020	INV PD		RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020									PAYEE: STAHLKE, VICKI
109503 STAPF, DENNIS									
2009212.002		11/23/2020	122220	336323	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: STAPF, DENNIS
109506 STECH, JUDITH									
2009219.002		11/23/2020	122220	336324	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: STECH, JUDITH
109435 STEINBACH, GERREN									
2009496.002		11/23/2020	122220	336325	10.42	12/23/2020	INV PD		RFD NOV MEMBERSHIP
CHECK DATE: 12/22/2020									PAYEE: STEINBACH, GERREN
109436 STEINHOFF, AMANDA									
2009498.002		11/23/2020	122220	336326	10.42	12/23/2020	INV PD		RFD NOV MEMBERSHIP
CHECK DATE: 12/22/2020									PAYEE: STEINHOFF, AMANDA
109508 STRAZZANTI, KARA									
2009237.002		11/23/2020	122220	336327	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: STRAZZANTI, KARA
109510 STREETAR, PAM									
2009240.002		11/23/2020	122220	336328	16.45	12/23/2020	INV PD		RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020									PAYEE: STREETAR, PAM

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109593	STREETER, KARA								
35003		12/14/2020	122220	336135	75.97	01/14/2021	INV	PD	METER DEPOSIT REFUND-2942
	CHECK DATE: 12/22/2020								
101888	STREICHERS								
I1463495		11/09/2020	122220	336136	1,182.58	12/09/2020	INV	PD	George-Vest-Dept Cost
	CHECK DATE: 12/22/2020								
I1463499		11/09/2020	122220	336136	1,182.58	12/09/2020	INV	PD	Duzan-Vest-Dept Cost
	CHECK DATE: 12/22/2020								
I1463922		11/10/2020	122220	336136	219.55	12/10/2020	INV	PD	Bengtson-Initial Issue-as
	CHECK DATE: 12/22/2020								
I1469055		12/07/2020	122220	336136	15.98	01/07/2021	INV	PD	Kjorstad-patch/name tag c
	CHECK DATE: 12/22/2020								
					2,600.69				
101892	STUART C IRBY CO								
S012160320.001	200224	12/01/2020	122220	336137	427.56	12/31/2020	INV	PD	(12) SPLICE 1/0 QUICK 541
	CHECK DATE: 12/22/2020								
S012183881.001		12/04/2020	122220	336137	1,414.48	01/04/2021	INV	PD	GLOVE TESTING & REPLACEME
	CHECK DATE: 12/22/2020								
					1,842.04				
109518	SUHR, HELEN								
2009259.002		11/23/2020	122220	336329	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
	CHECK DATE: 12/22/2020								PAYEE: SUHR, HELEN
109390	SWANSON, JOSEPH								
2009613.002		11/23/2020	122220	336330	10.42	12/23/2020	INV	PD	RFD-ADULT SGL MONTHLY MEM
	CHECK DATE: 12/22/2020								PAYEE: SWANSON, JOSEPH
109439	SWANSON, VALERIE								
2009521.002		11/23/2020	122220	336331	10.42	12/23/2020	INV	PD	RFD NOV MEMBERSHIP
	CHECK DATE: 12/22/2020								PAYEE: SWANSON, VALERIE
109513	SWEENEY, LISA								
2009249.002		11/23/2020	122220	336332	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
	CHECK DATE: 12/22/2020								PAYEE: SWEENEY, LISA

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109535									TACTICAL AND TECHNICAL ASSESSMENT SERVICES LLC
1098		12/04/2020	122220	336138	1,800.00	01/03/2021	INV	PD	FATS Training for PD
		CHECK DATE: 12/22/2020							
101928									KEITH'S TARPS INC
2943		12/10/2020	122220	336139	400.00	01/09/2021	INV	PD	SNOW - TRACTOR GRILL TARP
		CHECK DATE: 12/22/2020							
109440									TESHOME, ABDI K
2009528.002		11/23/2020	122220	336333	10.42	12/23/2020	INV	PD	RFD NOV MEMBERSHIP
		CHECK DATE: 12/22/2020							PAYEE: TESHOME, ABDI K
100757									THE GRAPHIC EDGE LLC
1461305		11/16/2020	122220	336140	137.53	12/16/2020	INV	PD	Gymnastics T-Shirts
		CHECK DATE: 12/22/2020							
109544									THOMAS-KVIDERA, DEAN
2009852.002		11/23/2020	122220	336334	7.66	12/23/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M
		CHECK DATE: 12/22/2020							PAYEE: THOMAS-KVIDERA, DEANN
101964									PMT EMBROIDERY LLC
18285		11/23/2020	122220	336141	120.00	12/23/2020	INV	PD	Mask for CERT members
		CHECK DATE: 12/22/2020							
109545									TIEGS, SHARON
2009854.002		11/23/2020	122220	336335	7.66	12/23/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M
		CHECK DATE: 12/22/2020							PAYEE: TIEGS, SHARON
104908									TIMESAVER OFF SITE SECRETARIAL INC
M26039		11/30/2020	122220	336142	361.00	12/30/2020	INV	PD	COUNCIL MINUTES 11/16
		CHECK DATE: 12/22/2020							
109533									TOLBERT, RITA
2008694.002		11/16/2020	122220	336336	42.07	01/03/2021	INV	PD	MEMBERSHIP TRANSFER-FAMIL
		CHECK DATE: 12/22/2020							PAYEE: TOLBERT, RITA



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
109546 TOLBERT, RITA									
2009855.002		11/23/2020	122220	336337	7.66	12/23/2020	INV PD	RFD-NOV AOA SGL MONTHLY M	
CHECK DATE: 12/22/2020								PAYEE: TOLBERT, RITA	
101997 TRANSMISSION SHOP INC									
225832		12/04/2020	122220	336143	3,437.18	01/04/2021	INV PD	#106 CHIPPER TRUCK	
CHECK DATE: 12/22/2020									
109547 TRAPP, DAVID									
2009856.002		11/23/2020	122220	336338	7.66	12/23/2020	INV PD	RFD-NOV AOA SGL MONTHLY M	
CHECK DATE: 12/22/2020								PAYEE: TRAPP, DAVID	
102028 TWIN CITY WATER CLINIC INC									
15487		12/05/2020	122220	336144	510.00	01/05/2021	INV PD	NOVEMBER SAMPLES	
CHECK DATE: 12/22/2020									
102129 UNITED FARMERS COOPERATIVE									
891449		10/12/2020	122220	336145	372.40	12/03/2020	INV PD	MELT IT (49 BAGS)	
CHECK DATE: 12/22/2020									
892163		11/10/2020	122220	336145	-349.60	12/10/2020	CRM PD	MELT IT CREDIT (46 BAGS)	
CHECK DATE: 12/22/2020									
892164		11/10/2020	122220	336145	372.40	12/10/2020	INV PD	MELT IT (49 BAGS)	
CHECK DATE: 12/22/2020									
					395.20				
109548 UNGER, BOB									
2009857.002		11/23/2020	122220	336339	7.66	12/23/2020	INV PD	RFD-NOV AOA SGL MONTHLY M	
CHECK DATE: 12/22/2020								PAYEE: UNGER, BOB	
109549 UNGER, GRETCHEN									
2009858.002		11/23/2020	122220	336340	7.66	12/23/2020	INV PD	RFD-NOV AOA SGL MONTHLY M	
CHECK DATE: 12/22/2020								PAYEE: UNGER, GRETCHEN	
102064 US BANK									
5845294		08/14/2020	122220	336146	850.00	01/04/2021	INV PD	2020C PAYING AGENT FEES	
CHECK DATE: 12/22/2020									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
5845595 CHECK DATE: 12/22/2020		08/19/2020	122220	336146	850.00	01/04/2021	INV	PD	2020D PAYING AGENT FEES
5853387 CHECK DATE: 12/22/2020		08/27/2020	122220	336146	1,800.00	01/04/2021	INV	PD	2020D REFUNDING ESCROW
					3,500.00				
109550 VANGERUD, HEATHER									
2009859.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336341	7.66	12/23/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M PAYEE: VANGERUD, HEATHER
109551 VANGERUD, JIM									
2009860.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336342	7.66	12/23/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M PAYEE: VANGERUD, JIM
107819 VERTIV CORPORATION									
58760103 CHECK DATE: 12/22/2020		12/01/2020	122220	336147	2,040.00	12/31/2020	INV	PD	HVAC UPS REMOTE MONITORIN
109588 VIROPAL, MATHEW									
34321 CHECK DATE: 12/22/2020		12/14/2020	122220	336148	83.82	01/14/2021	INV	PD	METER DEPOSIT REFUND-625
109357 VON RUDEN, PAULINE									
2009087.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336343	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: VON RUDEN, PAULINE
102227 ONVOY LLC									
0009426201201 CHECK DATE: 12/22/2020		12/01/2020	122220	336149	1,853.53	12/25/2020	INV	PD	DEC EDU CTR ETHERNET/INTE
0009486201201 CHECK DATE: 12/22/2020		12/01/2020	122220	336149	889.21	12/25/2020	INV	PD	DEC CITY HALL ETHERNET
					2,742.74				
109360 WAGED, KHADRA									
2009090.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336344	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: WAGED, KHADRA
102133 WAGNER PRESS & GRAPHICS									



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City of Chaska
VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
33580 CHECK DATE: 12/22/2020		11/23/2020	122220	336150	669.00	12/08/2020	INV	PD	#10 Envelopes for the Wor
109365 WALTER, TESSA									
2009100.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336345	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: WALTER, TESSA
109368 WARNER, TODD									
2009103.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336346	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: WARNER, TODD
109519 WASNESS, KEN									
2009271.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336347	9.98	12/23/2020	INV	PD	RFD-AOA SGL MONTHLY MEMBE PAYEE: WASNESS, KEN
102146 WATER SPECIALTY OF MINNESOTA INC									
12263 CHECK DATE: 12/22/2020		11/24/2020	122220	336151	1,598.03	12/24/2020	INV	PD	Pool Chemicals & ORP Elec
12276 CHECK DATE: 12/22/2020		12/10/2020	122220	336151	633.45	01/10/2021	INV	PD	Pool Chemicals
12277 CHECK DATE: 12/22/2020		12/11/2020	122220	336151	473.70	01/11/2021	INV	PD	Pool Chemicals
					2,705.18				
109552 WEEDEN, JULIE									
2009862.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336348	7.66	12/23/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M PAYEE: WEEDEN, JULIE
109577 WEEKS, DAVID									
2009945.002 CHECK DATE: 12/22/2020		12/09/2020	122220	336349	200.00	01/09/2021	INV	PD	RFD-CORP CURLING EVENT PAYEE: WEEKS, DAVID
109443 WEISS, MELISSA									
2009546.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336350	10.42	12/23/2020	INV	PD	RFD NOV MEMBERSHIP PAYEE: WEISS, MELISSA
109589 WERKMEISTER, MATTHEW									



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City of Chaska
VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
34335 CHECK DATE: 12/22/2020		12/14/2020	122220	336152	53.81	01/14/2021	INV	PD	METER DEPOSIT REFUND-1112
102172 WESTBY, WILLIAM									
84743 CHECK DATE: 12/22/2020		09/11/2020	122220	336153	42.26	01/03/2021	INV	PD	MILEAGE, SPRAY BOTTLES
109553 WIESE, JULIE									
2009864.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336351	7.66	12/23/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M PAYEE: WIESE, JULIE
106951 WILLIAM E YOUNG COMPANY									
19653 CHECK DATE: 12/22/2020		12/07/2020	122220	336154	14,445.03	01/07/2021	INV	PD	WTP EFFLUENT METER REPLAC
109370 WILSON, JOHN									
2009121.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336352	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: WILSON, JOHN
102189 WM MUELLER & SONS									
262176 CHECK DATE: 12/22/2020		11/24/2020	122220	336155	174.87	12/24/2020	INV	PD	POTHOLE PATCHING
262245 CHECK DATE: 12/22/2020		11/30/2020	122220	336155	409.92	12/25/2020	INV	PD	CURB STOP REPLACEMENT ALE
262423 CHECK DATE: 12/22/2020		12/07/2020	122220	336155	174.00	01/25/2021	INV	PD	POTHOLE PATCHING
262461 CHECK DATE: 12/22/2020		12/08/2020	122220	336155	102.63	01/25/2021	INV	PD	WO#862 DEL WEBB - N/S CON
109555 WOOD, BOB					861.42				
2009867.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336353	7.66	12/23/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M PAYEE: WOOD, BOB
109372 WURST, CONNIE									
2009134.002 CHECK DATE: 12/22/2020		11/23/2020	122220	336354	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER PAYEE: WURST, CONNIE



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City of Chaska
VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
102220 NORTHLAND SYSTEMS INC									
79886		12/02/2020	122220	336156	16,010.00	01/06/2021	INV	PD	DEC SUPPORT SVC
CHECK DATE: 12/22/2020									
79887		12/02/2020	122220	336156	6,715.00	01/06/2021	INV	PD	DEC RECOVERY SVC
CHECK DATE: 12/22/2020									
					22,725.00				
109556 YERHOT, JEAN									
2009868.002		11/23/2020	122220	336355	7.66	12/23/2020	INV	PD	RFD-NOV AOA SGL MONTHLY M
CHECK DATE: 12/22/2020						PAYEE: YERHOT, JEAN			
109376 YU, LING									
2009147.002		11/23/2020	122220	336356	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020						PAYEE: YU, LING			
105150 ZAYO GROUP HOLDINGS INC									
2020120011266		12/01/2020	122220	336157	1,344.46	12/31/2020	INV	PD	FIBER MAINTENANCE
CHECK DATE: 12/22/2020									
102228 ZEE MEDICAL SERVICE INC									
54128046		11/24/2020	122220	336158	1,058.20	12/24/2020	INV	PD	medical supplies
CHECK DATE: 12/22/2020									
109378 ZETINA, RAUL									
2009157.002		11/23/2020	122220	336357	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020						PAYEE: ZETINA, RAUL			
102231 ZIEGLER INC									
PC002199851		12/03/2020	122220	336159	284.50	12/30/2020	INV	PD	SNOW PLOW BOLTS
CHECK DATE: 12/22/2020									
109383 ZUELKE, ANGIE									
2009165.002		11/23/2020	122220	336358	16.45	12/23/2020	INV	PD	RFD-FAMILY MONTHLY MEMBER
CHECK DATE: 12/22/2020						PAYEE: ZUELKE, ANGIE			
					16.45				



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City of Chaska
VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION

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465 INVOICES

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479,796.53

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

Electronic Payments



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City of Chaska
VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100005 MINNESOTA MUNICIPAL MONEY MARKET FUND									
84943		12/11/2020	121120	2592	2,000,000.00	12/11/2020	DIR	PD	XFER ONB TO 4M-CASHFLOW
CHECK DATE: 12/11/2020									
85035		12/14/2020	121420	2593	3,000,000.00	12/14/2020	DIR	PD	XFER ONB TO 4M-CASHFLOW
CHECK DATE: 12/14/2020									
					5,000,000.00				
107490 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY									
84605		12/04/2020	120720	2589	1,383.91	12/07/2020	DIR	PD	120420 Payroll HCSP Contr
CHECK DATE: 12/07/2020									
107744 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY									
84606		12/04/2020	120720	2590	200.00	12/07/2020	DIR	PD	120420 Payroll MNDCP Cont
CHECK DATE: 12/07/2020									
101756 MII LIFE INCORPORATED									
39632660		12/01/2020	120320	2582	1,194.32	12/03/2020	DIR	PD	12/3/20 FSA REIMBURSEMENT
CHECK DATE: 12/03/2020									
39638558		12/08/2020	121020	2591	1,968.31	12/10/2020	DIR	PD	12/10/20 FSA REIMBURSEMENT
CHECK DATE: 12/10/2020									
					3,162.63				
100927 INTERNAL REVENUE SERVICE									
84599		12/04/2020	120420	2583	134,353.66	12/04/2020	DIR	PD	120420 Payroll FICA Feder
CHECK DATE: 12/04/2020									
101343 MINNESOTA DEPT OF REVENUE-PAYROLL WIRES									
84600		12/04/2020	120720	2586	27,391.30	12/07/2020	DIR	PD	120420 Payroll MN State T
CHECK DATE: 12/07/2020									
101376 NATIONWIDE RETIREMENT SOLUTIONS (USCM)									
84601		12/04/2020	120420	2584	11,418.12	12/04/2020	DIR	PD	120420 Payroll 457 Contri
CHECK DATE: 12/04/2020									
106955 NATIONWIDE RETIREMENT SOLUTIONS (USCM)									
84604		12/04/2020	120420	2585	2,808.87	12/04/2020	DIR	PD	120420 Payroll Roth Contr
CHECK DATE: 12/04/2020									

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City of Chaska
VENDOR INVOICE LIST



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
107499 OLD NATIONAL BANK									
6314047-DEC20		12/15/2020	121520	2594	1,400.00	12/15/2020	DIR	PD	DEC EDA PROMISSORY NOTE-P
CHECK DATE:	12/15/2020								
104668 OPTUM BANK INC									
84603		12/04/2020	120720	2588	17,494.49	12/07/2020	DIR	PD	120420 Payroll HSA Contri
CHECK DATE:	12/07/2020								
101506 PUBLIC EMPLOYEES RETIREMENT ASSOCIATION									
84602		12/04/2020	120720	2587	106,290.68	12/07/2020	DIR	PD	120420 Payroll PERA Contr
CHECK DATE:	12/07/2020								
					106,290.68				
=====									
13 INVOICES					5,305,903.66	=====			
=====									

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

**Biweekly Report
December 21, 2020
By
Matt Podhradsky**

UPCOMING COUNCIL MEETING SCHEDULE

December 21st: We will be holding a Work Session on Monday night from 5:30-7 pm, prior to the Council meeting, to discuss our findings and recommendations on a proposed ordinance to consider allowing for the raising of chickens on residential lots in the City. Since the last work session in which we discussed this, Staff has been working to gather information on how other cities lay out their ordinances, and what items seem to work best for them in the implementation of their ordinances. We have also been able to advertise the proposed ordinance to residents via our social media platforms and web site and will be prepared to share with Council the feedback we have received on this. At the Council meeting Monday, we will be adopting our Final Budgets for each of our City's operational funds, as well as adopting our final 2021 tax levy and rate changes for our Utilities. This is the last meeting for 2020, so we do have to complete this work on this evening. Finally, we have a recommendation coming back to Council on Monday night regarding a preferred developer for the City Square West Site.

January 4th: We will be holding interviews for open Commission seats prior to the meeting from 5:30-7. At that beginning of the actual Council meeting that night, we will be having City Attorney Luke Melchert swear in our two recently re-elected Council members as well as the Mayor. This will be part of the meeting but before we discuss any business.

January 18th: No Council Meeting on the 18th as it is Martin Luther King Jr Day

January 25th: Meeting normally held on the 18th will be moved to this night. We will finish up any Commission interviews prior to the meeting from 5:30-7.

Just a reminder that the Month of February has President's Day on the Monday we would normally hold our second meeting of the month. We will be moving that second meeting to the last Monday in February.

We will continue to be holding our meetings as distance meetings via Zoom at least through the Governor's latest executive orders, which run through January 11th, 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.

RFQ Process-City Square West

As we discussed at the last Council meeting, we did hold interviews for the developers who submitted responses to our RFQ for City Square West on December 9th. As you will remember, the interview panel was made up of two Council members (Hatfield and Grau) as well as 3 Staff members (Ringwald, Kabat, Podhradsky). I am happy to say that we were able to come to a conclusion on the developer we will be recommending to chose for this project, with us bringing this back to the meeting on Monday for consideration by the Council. The development group that is being recommended is Inland Development Partners (IDP) who is led by Tom Shaver and Bob Cunningham, two developers very well respected and trusted in the Twin Cities market. Both are planning to be part of the meeting on Monday night and will be able to answer any questions the Council may have. We will also be going over some of the qualifications that we think will make them well situated for this project.

The plan at the meeting will be to formally select them as the preferred developer for the project and to authorize Staff to work towards putting together a pre-development agreement with them. Their hope would be to work over the next 18 months to complete planning, financing, seeking grant funding, ect... and target the summer of 2022 to break ground.

If there are any questions on this prior to the meeting, please let me know.

Update on Governor's Executive Order Shutdown

As the Council is likely aware, the Governor did announce this past Wednesday an extension of the shutdown orders until January 11th. Initially, the original shutdown was running through midnight of Friday, December 18th. While the shutdown orders will continue, there are loosening of some restrictions that will impact our operations with the City.

The biggest change that we will see is that fitness facilities will be able to open back up at 25% capacity with 100 people starting on Saturday, December 19th. The biggest change that it appears we will have with this is that unlike when we were most recently open when we could allow people to be on equipment spaced 6 feet apart and not wear a mask while actually working out, patrons will be required to space out 12 feet apart and will be required to wear masks while conducting their work out. Also, while we could have group fitness classes prior to the closure, we will not be allowed to have group fitness classes until January 4th and at that time we will have to meet the 12 foot separation with masks until the order runs out on January 11th. We will also be restricted from allowing any youth or adult team practices, which means that for practical purposes our ice rinks will not be able to be utilized until January 4th. Because of these restrictions, which we think will significantly cut down on the amount of usage our patrons will want to have (especially during the Holidays), we will be limiting our hours until January 4th so that we are able to operate with just our full time employees and wait until January 4th until we start to bring back some of our part-time employees to fill the gaps. We also are leaning towards not charging memberships until after January 11th because of the significant restrictions as there are a significant number of things our patrons cannot do under the current conditions of this order. Our main goal is to try to retain the members we have so as not to have to try to get back members who cancel their memberships.

From the Curling perspective, no adult or kid group practices will be able to occur prior to January 4th, and Leagues at this time look like they cannot start until January 11th. At the same time, restaurants will continue to not be allowed to have indoor dining or bar service until

January 11th, so we anticipate Crooked Pint will stay closed until this time. We are going to be opening up the ice for individual practice sessions until January 4th, at which time it will just be available for practice until the 11th.

I will continue to keep the Council updated on any changes as they occur, as things do change regularly. If you have any questions, do not hesitate to ask.

Bond Sales

Since our last Council meeting, we have had two bond sales that we have undertaken (the two that the Council set parameters resolutions for at the last Council meeting). One was a refunding bond for existing Electric Revenue Bonds we have in place and one was an issuance to take out our temporary financing for the Highway 44/Interchange project. I am happy to say that we received excellent results on both of our sales, significantly below what the estimates were going into these sales.

For both sales, the estimates were that our True Interest Cost (TIC) would be 1.6%. On our Electric Refunding Bond, we received a TIC of 0.79%, and on our new issuance, we received a TIC of 1.29%. For the refunding bond, the interest rate was half of what was projected, and increased our savings significantly.

While the Council already approved the resolutions for these at the last meeting if they fell within certain parameters, there are no additional actions that are needed by the Council. However, we will have a representative there from our Financial Advisors at Baker Tilley under Visitor Presentation to give a formal update to the Council on these great results.

Thank you to all that were involved in putting this issuance together. If you have any questions prior to Monday, please let me know.

Santa Parade

Just a reminder that we will be holding the Santa Parade on Wednesday December 23rd from 4:30-7. Like our Easter Bunny and Hawk Parades earlier this year, we will be making our way into many of the neighborhoods throughout the community that evening with a Fire Truck, Police Vehicle and a vehicle carrying Santa Claus. We will be advertising where we plan to be at different times during the parade via our Social Media, and plan to have an interactive map to show where we are at in the parade route.

Thanks to the Chaska Cares Team for all their work putting this fun event together!

Happy Holidays!

I wanted to take this opportunity to wish everyone a Happy Holidays and to thank you all for the extraordinary efforts that were put in this year to keep us moving forward. By any measure, this was one of the most challenging years any of us have had to weather, and for the challenges we encountered, I think we did a good job of taking care of our employees, continuing to provide great service and continuing to move our organization in a positive direction. Thank you!

Just so you know, I will be out the week between Christmas and New Years-back in the office on Monday January 4th. If anything pops up, just call the general City line and they will get you in contact with the right individual who can help you out with your concern.

Again-Happy Holidays and I look forward to working with you all next year as hopefully things get back to normal!

City of Chaska Memorandum

To: Administration, Mayor and City Council

**From: Lisa Nelson
Controller**

Date: December 18, 2020

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

FINACIAL REPORTS

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

Each fund includes the adopted budget compared to YTD actuals, and the resulting variance. Also presented is the percentage of actual revenue or expenditures compared to the annual budget.

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

Each report also includes revenue and expenditures as of 10/31/19. 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 October.
- YTD vendor payments that:
 - 1) were previously approved by the City Council, or
 - 2) are pending approval by the Council at the December 21st 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 10/31/2020 AND 10/31/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 10/31/20	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	ACTUAL AS OF 10/31/19
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	174,272	(4,963)	97%	184,340
Permits:						
Building	565,500	377,188	316,678	(60,510)	84%	316,571
Plan Check	200,000	133,400	136,852	3,452	103%	142,347
Mechanical, Plumbing & Other	178,507	124,394	151,950	27,556	122%	156,694
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	401,871	2,371	101%	388,228
State - Other	61,606	181,946	36,715	(145,231)	20%	68,747
County, School and Local	156,160	156,160	15,529	(140,631)	10%	178,421
Charges For Services:						
General Government	128,080	98,080	107,835	9,755	110%	95,662
Public Safety	83,752	47,926	35,450	(12,476)	74%	57,020
Public Works	121,760	121,760	87,952	(33,808)	72%	107,196
Parks & Recreation	169,250	67,750	74,815	7,065	110%	114,951
Administrative Charges	4,731,058	4,639,406	4,478,015	(161,391)	97%	3,611,351
Fines And Forfeitures	70,219	70,219	25,669	(44,550)	37%	42,496
Investment Earnings	22,000	22,000	(2,284)	(2,284)	-10%	(2,735)
Other Revenue	102,484	348,946	220,306	(128,640)	63%	65,335
TOTAL REVENUES	15,011,708	14,804,763	10,335,425	(4,469,338)	70%	9,031,397
EXPENDITURES:						
General Government:						
Mayor & Council	132,407	132,407	136,720	(4,313)	103%	112,815
Communications	99,774	99,747	83,060	16,687	83%	72,581
Administration	864,219	840,367	664,240	176,127	79%	841,383
Human Resources	241,025	268,201	214,216	53,985	80%	-
Elections	33,106	42,583	39,449	3,134	93%	10,063
Finance/Admin Services	1,743,479	1,691,826	1,308,905	382,921	77%	1,417,066
Information Services/Admin Services	1,277,863	1,287,435	1,011,477	275,958	79%	978,312
Fiber Systems	45,000	45,000	20,888	24,112	46%	41,058
Legal - City Attorney	80,000	80,000	115,117	(35,117)	144%	99,351
Community Development	330,418	360,859	341,131	19,728	95%	800,426
Engineering	393,501	393,319	374,673	18,646	95%	322,673
Government Buildings	227,735	229,735	179,723	50,012	78%	201,491
Facility Maintenance	409,973	261,142	162,927	98,215	62%	-
Total General Government	5,878,500	5,732,621	4,652,526	1,080,095	81%	4,897,219
Public Safety:						
Police	4,689,032	4,660,754	3,966,642	694,112	85%	3,812,371
State DUI Forfeitures	5,700	5,700	-	5,700	0%	2,481
Forfeited Drug Property	1,000	1,000	-	1,000	0%	4,312
Crime Prevention Program	350	350	50	300	14%	1,913
Fire	2,067,112	2,302,743	1,840,642	462,101	80%	1,819,957
Building Inspections (Comm.Dev)	687,157	679,868	529,678	150,190	78%	-
Civil Defense	5,728	5,728	11,653	(5,925)	203%	5,314
COVID-19	-	115,369	250,442	(135,073)	217%	-
Total Public Safety	7,456,079	7,656,143	6,348,665	1,172,405	83%	5,646,348
Public Works:						
Administration	366,164	364,719	374,243	(9,524)	103%	316,341
Streets & Alleys	1,782,805	1,895,298	1,482,757	412,541	78%	1,338,246
Snow Removal	249,625	248,302	164,563	83,739	66%	266,645
Signs	11,324	11,324	3,258	8,066	29%	6,679
Municipal Services/Building	232,202	232,202	144,092	88,110	62%	204,687
Parks Maintenance	1,096,237	1,132,760	1,122,317	10,443	99%	1,040,856
ISD #112 Grounds Maintenance	36,225	36,183	25,310	10,873	70%	29,513
Tree Control	37,597	37,597	7,583	30,014	20%	23,880
Total Public Works	3,812,179	3,958,385	3,324,123	634,262	84%	3,226,847
Parks & Recreation:						
Administration	608,218	549,578	457,496	92,082	83%	444,408
Youth Recreation	175,519	164,406	144,174	20,232	88%	139,241
Adult Recreation	105,768	73,716	55,863	17,853	76%	91,213
Beach/Firemen's Park	127,116	17,034	61,355	(44,321)	360%	163,995
Hockey & Skating Rinks	8,631	11,713	10,054	1,659	86%	10,480
Total Parks & Recreation	1,025,252	816,447	728,942	87,505	89%	849,337
Unallocated	79,298	40,398	27,967	12,431	69%	58,852
Debt Service	3,400	3,400	2,849	551		1,650
TOTAL EXPENDITURES	18,254,708	18,322,763	15,335,514	2,987,249	84%	14,680,253
OTHER FINANCING SOURCES (USES):						
Transfers In	3,998,000	3,998,000	3,552,811	(445,189)	89%	3,337,377
Transfers Out	(755,000)	(480,000)	-	480,000		(525,000)
NET TRANSFERS	3,243,000	3,518,000	3,552,811	34,811		2,812,377
NET CHANGE IN FUND BALANCES	\$ -	\$ -	\$ (1,447,278)	\$ (1,447,278)		\$ (2,836,479)

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

Human Resources and Building Inspections departments were broken out in 2020. Public Works 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 10/31/2020 AND 10/31/2019

	<u>2020 BUDGET</u>	<u>ACTUAL AS OF 10/31/2020</u>	<u>VARIANCE POSITIVE (NEGATIVE)</u>	<u>PERCENT OF BUDGET RECEIVED/ EXPENDED</u>	<u>PRIOR YEAR YTD ACTUAL 10/31/2019</u>
<u>REVENUES:</u>					
Property Taxes *	\$ 6,000	\$ 3,085	\$ (2,915)	51%	\$ 3,132
Charges For Services/Lot Sales	2,400	1,300	(1,100)	54%	1,150
Investment Earnings	<u>300</u>	<u>-</u>	<u>(300)</u>	0%	<u>-</u>
TOTAL REVENUES	<u>8,700</u>	<u>4,385</u>	<u>(4,315)</u>	50%	<u>4,282</u>
<u>EXPENDITURES:</u>					
Current:					
Public Works:					
Professional Services And Charges	8,500	12,390	(3,890)	146%	12,240
Capital Outlay	<u>5,000</u>	<u>-</u>	<u>5,000</u>	0%	<u>-</u>
TOTAL EXPENDITURES	<u>13,500</u>	<u>12,390</u>	<u>1,110</u>	92%	<u>12,240</u>
NET CHANGE IN FUND BALANCES	<u>\$ (4,800)</u>	<u>\$ (8,005)</u>	<u>\$ (3,205)</u>		<u>\$ (7,958)</u>

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

ECONOMIC DEVELOPMENT AUTHORITY (EDA) FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET, ACTUAL, AND PRIOR YEAR TO DATE
FOR THE PERIODS ENDING 10/31/20 AND 10/31/19

	2020 BUDGET	ACTUAL AS OF 10/31/20	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD ACTUAL 10/31/2019
<u>REVENUES:</u>					
Property Taxes *	\$ 165,747	\$ 85,735	\$ (80,012)	52%	\$ 260,132
Intergovernmental **	-	270,000	270,000	0%	42
Charges For Services	85,000	85,000	-	100%	85,000
Special Assessments	40,000	22,349	(17,651)	56%	21,979
Investment Earnings (Charges)	(5,400)	-	5,400	0%	-
Leases/Rent	31,300	26,072	(5,228)	83%	25,313
Other Revenue	-	-	-		6,206
TOTAL REVENUES	316,647	489,156	172,509	154%	398,672
<u>EXPENDITURES:</u>					
Current:					
Administration:					
Professional Services	31,243	3,762	27,481	12%	5,697
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	68,078	(26,778)	165%	115,472
Other Charges and Special Events	19,382	18,258	1,124	94%	48,910
Debt Service:					
Principal - Promissory Note	13,100	10,826	2,274	83%	10,329
Interest - Promissory Note	3,800	3,174	626	84%	3,671
Capital Outlay	-	8,858	(8,858)		8,640
TOTAL EXPENDITURES	316,647	579,232	(262,585)	183%	358,113
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	-	(90,076)	(90,076)		40,559
<u>OTHER FINANCING SOURCES (USES):</u>					
Transfers Out	-	-	-		(355,000)
NET CHANGE IN FUND BALANCES	\$ -	\$ (90,076)	\$ (90,076)		\$ (314,441)

* 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 10/31/2020 AND 10/31/2019

	2020 BUDGET	ACTUAL AS OF 10/31/20	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 10/31/2019
REVENUES:					
Property Taxes *	\$ 3,182,000	\$ 117,849	\$ (3,064,151)	4%	\$ 523,090
Intergovernmental	-	258	258		284
Charges For Services	4,000	4,000	-	100%	4,000
Interest Earnings	-	54,323	54,323		49,103
Leases (tower)	125,000	112,372	(12,628)	90%	104,320
Donations/Contributions	-	1,650	1,650		7,200
Other Revenue	-	-	-		1,031
TOTAL REVENUES	3,311,000	290,452	(3,020,548)	9%	689,028
EXPENDITURES:					
Debt Service:					
Issuance Costs & Fiscal Agent Fees	192,000	-	192,000		14,869
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%	82,545
Police	201,000	176,670	24,330	88%	163,712
Fire	290,000	-	290,000	0%	65,938
Public Works	158,000	287,271	(129,271)	182%	306,874
TOTAL EXPENDITURES	926,000	555,744	370,256	60%	633,938
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)	\$ (1,085,142)	\$ (466,142)		\$ (582,138)

* 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 10/31/2020 AND 10/31/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 10/31/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED / EXPENDED	PRIOR YEAR YTD AS OF 10/31/2019
OPERATING REVENUES:						
Residential Sales	\$ 8,581,000	\$ 9,000,000	\$ 7,519,757	\$ (1,480,243)	84%	\$ 7,004,076
Senior Sales	538,000	574,000	459,383	(114,617)	80%	459,443
Commercial Sales	1,203,000	1,203,000	948,134	(254,866)	79%	969,027
Industrial Sales	26,630,000	27,900,000	22,560,396	(5,339,604)	81%	22,175,059
Intradepartmental	1,010,000	1,010,000	765,704	(244,296)	76%	802,821
Other Sales	1,767,000	2,240,000	1,270,426	(969,574)	57%	1,367,106
TOTAL OPERATING REVENUES	39,729,000	41,927,000	33,523,800	(8,403,200)	80%	32,777,532
OPERATING EXPENSES:						
Purchased Power	25,991,000	28,300,000	24,337,540	3,962,460	86%	24,242,118
Distribution:						
Personnel Services	1,757,725	1,757,725	1,529,789	227,936	87%	1,307,431
Supplies, Services & Other Charges	415,968	437,754	338,832	98,922	77%	363,037
Administration:						
Personnel Services	334,437	244,130	189,862	54,268	78%	170,462
Supplies, Services & Other Charges	2,759,015	2,759,015	2,729,320	29,695	99%	2,224,395
Utility Billing:						
Personnel Services	273,016	258,768	214,553	44,215	83%	195,841
Supplies, Services & Other Charges	145,239	298,639	201,919	96,720	68%	196,447
Conservation Programs	663,974	663,974	247,994	415,980	37%	494,587
Capital Outlay	796,500	854,500	1,546,365	(691,865)	181%	1,831,041
TOTAL OPERATING EXPENSES	33,136,874	35,574,505	31,336,174	4,238,331	88%	31,025,359
OPERATING INCOME	6,592,126	6,352,495	2,187,626	(4,164,869)		1,752,173
NON-OPERATING REVENUES:						
Investment Earnings	33,500	33,500	3,833	(29,667)	11%	63,183
Intergovernmental	-	-	49	49		173
Gain on Disposal of Capital Assets	-	-	1,540	1,540		-
TOTAL NON-OPERATING REVENUES	33,500	33,500	5,422	(28,078)		63,356
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	1,897,503	(3,661,278)		1,583,221
CAPITAL CONTRIBUTIONS	-	-	430,665	430,665		131,259
TRANSFERS IN (OUT):						
Transfers (Out)	(5,784,000)	(5,784,000)	(5,154,440)	629,560		(5,054,990)
CHANGE IN NET POSITION	\$ 14,412	\$ (225,219)	\$ (2,826,272)	\$ (2,601,053)		\$ (3,340,510)

WATER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE
FOR THE PERIOD ENDED 10/31/2020 AND 10/31/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 10/31/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 10/31/2019
OPERATING REVENUES:						
Residential Sales	\$ 1,302,000	\$ 1,302,000	\$ 1,268,937	\$ (33,063)	97%	\$ 940,308
Commercial Sales	919,000	900,000	857,810	(42,190)	95%	736,425
Industrial Sales	294,000	340,000	279,989	(60,011)	82%	368,949
Other Sales	425,100	411,100	365,816	(45,284)	89%	384,191
TOTAL OPERATING REVENUES	2,940,100	2,953,100	2,772,552	(180,548)	94%	2,429,873
OPERATING EXPENSES:						
Pumping	240,137	240,137	226,789	13,348	94%	203,700
Treatment	269,812	269,812	281,902	(12,090)	104%	258,153
Distribution:						
Personnel Services	509,931	485,207	406,424	78,783	84%	377,478
Supplies, Services & Other Charges	306,904	306,904	198,194	108,710	65%	354,754
Administration :						
Personnel Services	120,861	120,861	101,964	18,897	84%	96,028
Supplies, Services & Other Charges	590,203	590,203	592,472	(2,269)	100%	470,762
Utility Billing:						
Personnel Services	136,511	129,887	106,810	23,077	82%	97,922
Supplies, Services & Other Charges	35,396	61,533	62,562	(1,029)	102%	41,702
Capital Outlay	181,000	202,500	152,086	50,414	75%	155,474
TOTAL OPERATING EXPENSES	2,390,755	2,407,044	2,129,203	277,841	88%	2,055,973
OPERATING INCOME	549,345	546,056	643,349	97,293	118%	373,900
NON-OPERATING REVENUES:						
Investment Earnings	16,200	16,200	(3,160)	(19,360)	-20%	5,400
Intergovernmental	-	-	7,424	7,424		-
Lease - Bountiful Basket	30,000	30,000	25,082	(4,918)	84%	24,649
Insurance Claims	-	-	17,750	17,750		85,347
TOTAL NON-OPERATING REVENUES	46,200	46,200	47,096	896	102%	115,396
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)		5,879
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%	170,456
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	(393,986)	(397,275)	376,759	774,034		318,840
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	\$ 777,818	\$ 766,093		\$ 852,712

SEWER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE
FOR THE PERIODS ENDING 10/31/2020 AND 10/31/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 10/31/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 10/31/2019
OPERATING REVENUES:						
Residential Sales	\$ 1,510,300	\$ 1,527,000	\$ 1,203,225	\$ (323,775)	79%	\$ 1,088,830
Commercial Sales	1,081,100	1,035,000	825,681	(209,319)	80%	790,670
Industrial Sales	1,091,000	1,008,000	822,619	(185,381)	82%	808,125
Other Sales	765,852	754,652	628,958	(125,694)	83%	519,885
TOTAL OPERATING REVENUE	4,448,252	4,324,652	3,480,483	(844,169)	80%	3,207,510
OPERATING EXPENSES:						
Pumping	49,056	49,056	53,719	(4,663)	110%	18,541
Treatment	2,675,539	2,675,539	2,452,578	222,961	92%	2,231,036
Collection:						
Personnel Services	509,933	485,209	412,128	73,081	85%	378,266
Supplies, Services & Other Charges	157,778	157,778	87,105	70,673	55%	143,311
Administration:						
Personnel Services	120,858	113,234	101,963	11,271	90%	96,029
Supplies, Services & Other Charges	579,947	579,947	579,040	907	100%	460,738
Utility Billing:						
Personnel Services	136,511	136,511	106,810	29,701	78%	97,922
Supplies, Services & Other Charges	35,203	49,840	47,714	2,126	96%	42,050
Capital Outlay	83,000	104,500	131,970	(27,470)	126%	30
TOTAL OPERATING EXPENSES	4,347,825	4,351,614	3,973,027	378,587	91%	3,467,923
OPERATING INCOME	100,427	(26,962)	(492,544)	(465,582)		(260,413)
NON-OPERATING REVENUES:						
Investment Earnings	3,600	3,600	(438)	(4,038)	-12%	1,274
Intergovernmental	-	-	12	12		41
TOTAL NON-OPERATING REVENUES	3,600	3,600	(426)	(4,026)	-12%	1,315
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)		7,410
TOTAL NON-OPERATING EXPENSES	219,036	219,036	114,884	104,152		58,441
INCOME (LOSS) BEFORE TRANSFERS	(115,009)	(242,398)	(607,854)	(365,456)		(317,539)
TRANSFERS IN (OUT):						
Transfers (Out)	(116,000)	(116,000)	(128,291)	(12,291)		(117,902)
CHANGE IN NET POSITION	\$ (231,009)	\$ (358,398)	\$ (736,145)	\$ (377,747)		\$ (435,441)

CHASKA COMMUNITY CENTER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, AMENDED BUDGET, ACTUAL AND PRIOR YEAR TO DATE
FOR THE PERIODS ENDING 10/31/2020 AND 10/31/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 10/31/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 10/31/2019
OPERATING REVENUES:						
Admissions	\$ 445,926	\$ 182,500	\$ 116,698	\$ (65,802)	64%	\$ 344,277
Memberships	1,116,200	558,100	538,672	(19,428)	97%	961,869
Rentals	1,032,022	739,354	776,764	37,410	105%	827,288
Charges for Services/Lessons	639,193	288,330	160,979	(127,351)	56%	427,627
Other Revenue	184,235	75,178	63,641	(11,537)	85%	103,699
TOTAL OPERATING REVENUE	\$ 3,417,576	\$ 1,843,462	\$ 1,656,754	\$ (186,708)	90%	\$ 2,664,760
OPERATING EXPENSES:						
Personnel Services	2,391,335	2,167,457	1,897,790	269,667	88%	1,860,096
Operating Supplies	201,378	204,764	240,717	(35,953)	118%	220,447
Professional Services	735,947	685,033	591,719	93,314	86%	716,880
Other Charges	296,605	470,978	517,896	(46,918)	110%	295,471
Capital Outly	-	-	213,936	(213,936)		44,208
TOTAL OPERATING EXPENSES	3,625,265	3,528,232	3,462,058	66,174	98%	3,137,102
OPERATING INCOME	(207,689)	(1,684,770)	(1,805,304)	(120,534)		(472,342)
NON-OPERATING REVENUES:						
COVID-19 Grant/Reimbursements	-	50,000	-	(50,000)	0%	-
Investment Earnings (Charges)	(11,400)	(11,400)	149	11,549	-1%	690
TOTAL NON-OPERATING REVENUES	(11,400)	38,600	149	(38,451)	0%	690
NON-OPERATING EXPENSES:						
Debt Service - Principal	340,000	340,000	-	340,000	0%	-
Debt Service - Interest	154,030	154,030	81,624	72,406	53%	74,078
Issuance Costs & Fiscal Agent Fees	2,750	2,750	119,953	(117,203)	4362%	3,000
TOTAL NON-OPERATING EXPENSES	496,780	496,780	201,577	295,203	41%	77,078
INCOME (LOSS) BEFORE TRANSFERS	(715,869)	(2,142,950)	(2,006,732)	136,218		(548,730)
TRANSFERS IN (OUT):						
Transfers In	474,000	599,000	533,174	(65,826)		432,000
CHANGE IN NET POSITION	\$ (241,869)	\$ (1,543,950)	\$ (1,473,558)	\$ 70,392		\$ (116,730)

CHASKA PAR 30 FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, ACTUAL, AND PRIOR YEAR TO DATE
FOR THE PERIOD ENDED 10/31/20 AND 10/31/19

	<u>2020</u> <u>BUDGET</u>	<u>ACTUAL</u> <u>AS OF</u> <u>10/31/2020</u>	<u>VARIANCE</u> <u>POSITIVE</u> <u>(NEGATIVE)</u>	<u>PERCENT</u> <u>OF BUDGET</u> <u>RECEIVED/</u> <u>EXPENDED</u>	<u>PRIOR YEAR</u> <u>YTD</u> <u>AS OF</u> <u>10/31/2019</u>
OPERATING REVENUES:					
Green Fees	\$ 129,700	\$ 184,972	\$ 55,272	143%	\$ 119,932
Cart Rental	10,000	15,988	5,988	160%	11,233
Merchandise & Other Sales	6,026	3,829	(2,197)	64%	5,365
TOTAL OPERATING REVENUES	<u>145,726</u>	<u>204,789</u>	<u>59,063</u>	<u>141%</u>	<u>136,530</u>
OPERATING EXPENSES:					
Golf - Maintenance Dept:					
Personnel Services	82,143	66,820	15,323	81%	75,941
Supplies, Services & Other Charges	23,444	13,055	10,389	56%	29,575
Golf - Club House:					
Personnel Services	39,975	43,039	(3,064)	108%	35,295
Supplies, Services & Other Charges	44,092	37,728	6,364	86%	32,878
Merchandise for Resale	4,080	2,091	1,989	51%	3,730
Capital Outlay - Learning Links	-	583,679	(583,679)		12,411
TOTAL OPERATING EXPENSES	<u>193,734</u>	<u>746,412</u>	<u>(552,678)</u>	<u>385%</u>	<u>189,830</u>
OPERATING INCOME	<u>(48,008)</u>	<u>(541,623)</u>	<u>(493,615)</u>		<u>(53,300)</u>
NON-OPERATING REVENUES:					
Investment Earnings (Charges)	(1,500)	-	1,500		-
Payments/Contributions (Learning Links)	-	124,000	124,000		-
TOTAL NON-OPERATING REVENUES	<u>(1,500)</u>	<u>124,000</u>	<u>125,500</u>		<u>-</u>
CHANGE IN NET POSITION	<u>\$ (49,508)</u>	<u>\$ (417,623)</u>	<u>\$ (368,115)</u>		<u>\$ (53,300)</u>

CHASKA TOWN COURSE FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, ACTUAL, AND PRIOR YEAR TO DATE
FOR THE PERIOD ENDED 10/31/20 AND 10/31/19

	2020 BUDGET	ACTUAL AS OF 10/31/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 10/31/2019
OPERATING REVENUES:					
Green Fees	\$ 1,332,000	\$ 1,720,304	\$ 388,304	129%	\$ 1,314,228
Driving Range	100,000	138,193	38,193	138%	95,596
Cart Rental	292,000	339,833	47,833	116%	280,956
Merchandise	314,500	221,566	(92,934)	70%	222,850
Other Sales	139,000	102,907	(36,093)	74%	137,547
TOTAL OPERATING REVENUE	\$ 2,177,500	\$ 2,522,803	\$ 345,303	116%	\$ 2,051,177
OPERATING EXPENSES:					
Golf - Maintenance Dept:					
Personnel Services	622,361	549,006	73,355	88%	538,845
Supplies, Services & Other Charges	276,107	233,719	42,388	85%	263,225
Golf - Club House:					
Personnel Services	525,897	449,741	76,156	86%	437,073
Supplies, Services & Other Charges	381,076	383,762	(2,686)	101%	409,454
Merchandise for Resale	173,417	169,199	4,218	98%	186,777
Capital Outlay	61,180	225,959	(164,779)	369%	162,015
TOTAL OPERATING EXPENSES	2,040,038	2,011,386	28,652	99%	1,997,389
OPERATING INCOME	137,462	511,417	373,955		53,788
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	481,408	460,246		32,031
TRANSFERS IN (OUT):					
Transfers In	-	12,737	12,737		-
CHANGE IN NET POSITION	\$ 21,162	\$ 494,145	\$ 472,983		\$ 32,031

TURBINE GENERATOR FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, ACTUAL, AND PRIOR YEAR TO DATE
FOR THE PERIOD ENDED 10/31/20 AND 10/31/19

	2020 BUDGET	ACTUAL AS OF 10/31/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 10/31/19
OPERATING REVENUES:					
Lease Revenue	\$ 2,486,184	\$ 1,129,590	\$ (1,356,594)	45%	\$ 1,189,682
OPERATING EXPENSES:					
Professional Services	84,000	93,637	(9,637)	111%	84,925
Other Charges	298,345	169,759	128,586	57%	242,141
TOTAL OPERATING EXPENSES	382,345	263,396	118,949	69%	327,066
OPERATING INCOME	2,103,839	866,194	(1,237,645)		862,616
NON-OPERATING REVENUES:					
Investment Earnings	-	(2,371)	(2,371)		54,152
Interfund Loan Payments	104,219	-	(104,219)	0%	-
TOTAL NON-OPERATING REVENUES	104,219	(2,371)	(106,590)	-2%	54,152
NON-OPERATING EXPENSES:					
Debt Service - Principal	1,220,000	1,220,000	-	100%	1,195,000
Debt Service - Principal (Contra Account)	-	(1,220,000)	1,220,000		(1,195,000)
Debt Service - Interest	862,250	862,250	-	100%	664,612
Issuance Costs & Fiscal Agent Fees	4,500	4,500	-	100%	4,500
TOTAL NON-OPERATING EXPENSES	2,086,750	866,750	1,220,000	42%	669,112
CHANGE IN NET POSITION	\$ 121,308	\$ (2,927)	\$ (124,235)		\$ 247,656

STORM WATER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET, ACTUAL, AND PRIOR YEAR TO DATE
FOR THE PERIODS ENDING 10/31/20 AND 10/31/19

	2020 BUDGET	ACTUAL AS OF 10/31/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD AS OF 10/31/2019
OPERATING REVENUES:					
Residential Sales	\$ 992,000	\$ 910,825	\$ (81,175)	92%	\$ 871,042
Industrial Sales	758,000	694,888	(63,112)	92%	670,622
All Other Receipts	3,000	6,459	3,459	215%	10,764
TOTAL OPERATING REVENUE	1,753,000	1,612,172	(140,828)	92%	1,552,428
OPERATING EXPENSES:					
Collections:					
Personnel Services	358,600	143,609	214,991	40%	186,942
Supplies, Services & Other Charges	355,864	173,272	182,592	49%	192,030
Administration:					
Personnel Services	134,417	106,669	27,748	79%	58,430
Supplies, Services & Other Charges	438,909	356,426	82,483	81%	281,136
Utility Billing:					
Supplies, Services & Other Charges	23,420	47,267	(23,847)	202%	44,239
Depreciation	30,000	-	30,000	0%	-
Capital Outlay	125,000	104,376	20,624	84%	100,919
TOTAL OPERATING EXPENSES	1,466,210	931,619	534,591	64%	863,696
OPERATING INCOME	286,790	680,553	393,763		688,732
NON-OPERATING REVENUES:					
Investment Earnings	2,200	(767)	(2,967)	-35%	4,944
Intergovernmental	-	5,000	5,000		110,400
TOTAL NON-OPERATING REVENUES	2,200	4,233	2,033		115,344
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)		4,212
TOTAL NON-OPERATING EXPENSES	196,197	77,245	118,952	39%	43,813
INCOME (LOSS) BEFORE TRANSFERS	92,793	607,541	514,748		760,263
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	\$ 585,669	\$ 509,690		\$ 765,707

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 10/31/2020 AND 10/31/2019

	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	ACTUAL AS OF 10/31/2020	VARIANCE POSITIVE (NEGATIVE)	PERCENT OF BUDGET RECEIVED/ EXPENDED	PRIOR YEAR YTD ACTUAL 10/31/2019
OPERATING REVENUES:						
Memberships	\$ 142,067	\$ 106,550	\$ 124,327	\$ 17,777	117%	\$ 141,486
Rentals	199,257	54,138	57,591	3,453	106%	153,112
Lessons	237,311	118,725	91,130	(27,595)	77%	192,726
Leagues	219,075	107,674	153,414	45,740	142%	205,679
Leases	409,000	237,500	158,774	(78,726)	67%	310,553
Other Revenue	68,371	39,119	27,718	(11,401)	71%	57,985
TOTAL OPERATING REVENUES	1,275,081	663,706	612,954	(50,752)	92%	1,061,541
OPERATING EXPENSES:						
Administration:						
Personnel Services	354,757	349,317	285,822	63,495	82%	141,476
Supplies, Services & Other Charges	345,385	343,025	293,305	49,720	86%	345,868
Event Center:						
Personnel Services	103,881	98,544	80,447	18,097	82%	77,107
Supplies, Services & Other Charges	39,953	31,207	13,028	18,179	42%	13,321
Curling Center:						
Personnel Services	241,359	210,561	163,523	47,038	78%	301,864
Supplies, Services & Other Charges	117,708	87,693	52,460	35,233	60%	94,321
Crooked Pint	53,326	74,963	72,157	2,806	96%	123,932
Curling/ Non-recurring Events	-	-	-	-		67
Capital Outlay	5,000	5,000	-	5,000		-
TOTAL OPERATING EXPENSES	1,261,369	1,200,310	960,742	239,568	80%	1,097,956
OPERATING INCOME	13,712	(536,604)	(347,788)	188,816		(36,415)
NON-OPERATING REVENUES:						
Investment Earnings (Charges)	(11,800)	(100,000)	704	100,704		3,312
TOTAL NON-OPERATING REVENUES	(11,800)	(100,000)	704	100,704		3,312
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)	(822,920)	1,402,761		(320,973)
TRANSFERS IN (OUT):						
Transfers In	1,587,477	1,597,168	1,599,137	1,969	100%	1,475,446
CHANGE IN NET POSITION	\$ 1,912	\$ (628,513)	\$ 776,217	\$ 1,404,730		\$ 1,154,473



Minutes
CHASKA HUMAN RIGHTS COMMISSION
ONE CITY HALL PLAZA, CHASKA CITY HALL
Thursday, November 19, 2020
6:30 PM

1. Roll Call
Present: Welvaert, Dunbar, Carlson, Bean, Haga, White, Spreadbury
2. Adopt Agenda
Motion: Haga
Second: Spreadbury
Kabat Roll Call Vote: Dunbar, Carlson, Welvaert, Bean, Haga, White, Spreadbury
Motion Carried
3. Open Forum/Guest Presentation
3A – Visitor Presentation: Chaska Police Chief Ryan Seibert shared with the commission some of his initial thoughts/ideas as it relates to the CPD, and strategic planning ideas to initiate within the upcoming months. Also, discussed the high- level summary report regarding community conversations both in person and virtual.

Chief Seibert shared what he feels is key elements for the CPD

- #1 - Evaluate the policies/procedures of the agency
- #2 - Officer Wellness (support training)
- #3 - Chaplains (ways can help serve)
- #4 - Mental/Physical components (workout on duty)

Chief Seibert shared another component which he feels is very critical, engagement with the community. Expressed it appears very strong within the community but hopes to expand. Shared some events that are taking place. Overtime hopes to add staffing to the PD to allot for more engagement between the PD and community.

Chief Seibert also discussed making sure we have a brand in the PD. Things marked by traditions, gave examples of what makes the PD special.

Chief Seibert discussed the importance of Co-policing and problem solving. He would like the staff more involved with this element.

Chief Seibert shared he developed the following 4 core values for the PD.

(Working to implement these values into the strategic plan)

#1 Respect

#2 Responsiveness

#3 Professionalism

#4 Leadership

Chief Seibert noted the following themes from the high- level summary report regarding community conversations. Community response was very high. Appreciates collaboration and honest feedback.

- The importance of hiring for the department – key theme was retention. How to bring in a diverse and qualified candidate pool?
- Community engagement, both youth and the entire community. Would like to see things expanded, how to reach out to more segments of the community? How to sustain the relationship with the community.
- Safety, more of a police presence, the need for the community to feel safe.
- Officer training. Use of force training/crisis intervention training/mental health training/implicit bias and diversity training.
- Customer Service - feels it relates back to a few of the core values. Expressed the importance and need to enforce this element.
- Advisory Group – COVID has made this difficult but feels it needs growth.
- Need for transparency – body cameras, data sharing, annual reports, social media presence.
- Making sure the PD is remaining progressive.

Commissioner Haga inquired how the PD is holding up health wise? Chief Seibert expressed the department is healthy, however working on plans in case of staff shortage.

Commissioner Haga inquired how the PD is doing with staffing levels related to other cities? Chief Seibert explained it is hard to compare for a few reasons. The PD is hoping to increase staff shift minimum numbers. Presently at 2 officers, would like to get to 3 per shift. Working to have supervisory role on each shift.

Commissioner Welvaert inquired how he would like to engage more with the partnership with HRC? Chief Seibert expressed this is yet to be determined but it is important looking at different perspectives. Trying to answer how do we attract and sustain more community involvement? Maybe this group or other organizations can help answer that question.

Commissioner Carlson thanked Chief Seibert for sending out Chaska Community conversation survey. Helped to start conversation with her neighbors "What does serve and protect mean? Also expressed she is looking forward to collaborating with the PD and wondering when this can get started? Chief Seibert replied he is looking forward to this as well and hopes to start this process sooner than later.

4. Approve Minutes

4A - HRC Minutes from October 22, 2020

Approved with correction to 7A Other Business Paragraph 4

Motion: Carlson

Second: Dunbar

Kabat Roll Call Vote: Haga, Carlson, Welvaert, Bean, Dunbar, White, Spreadbury

Motion Carried

5. Treasurer's Report

5A. Kabat reported it has not changed, no new expenses, balance remains the same at \$1,684.95.

6. Old Business

6A Update: MLK Committee

Commission Welvaert shared with the commission that the subcommittee met to discuss MLK Day on January 18, 2021. Kabat prepared a report. Commission

Welvaert noted she is excited about involving different groups from the community this year. Commissioner Welvaert brought up discussion about the Human Rights Award. Next month the commission will have to pick a winner. Noted no nominations at this time. She is encouraging the committee to spread the word and wanted to remind the committee that they can also submit nominations. Commissioner Welvaert is hoping the committee will come with ideas at the next meeting.

Kabat noted the last couple of years have been fortunate to have outside nominations. In the past it has been more common not to have outside nominations. If we do not receive outside nominations, the commission can still move forward.

Commissioner Carlson shared she reached out to Launch Ministry organization in hopes that someone or several participants could possibly provide a spoken word. However, they responded back respectfully to decline to participate. Some suggestions of other individuals to set an opening remark have included the former Chaska Mayor Bob Roepke, possibly current and/or former Chief of Police, or one of our local judges. If anyone has any suggestions who else to reach out to, please share your ideas.

Commissioner Welvaert expressed the need to keep on top of this at the next sub-committee meeting due to the event happening soon.

6B Discussion: Letter to the Editor

Commissioner Welvaert reminded the committee about the homework from the last meeting to bring ideas as to the content of the letter to the editor about the Human Rights Commission.

Kabat encouraged the committee at tonight's meeting to discuss the themes and main ideas we want to get across in the message.

Commissioner Haga took notes to put together a draft letter from the ideas the commission shared at the meeting.

Commissioner Bean shared the following ideas:

- Possibly consider sharing the HR Mission Statement based on the new framework.
- Providing residents information on the best way to contact the commission to report concerns or provide ideas/suggestions.
- Formulate the 2021 goals of the commission.
- Encourage residents to join the commission. Provide a way to find the application.

- Seeking input from residents on projects that might meet the needs of the community.

Commissioner Spreadbury expressed Commissioner Bean's suggestions were all very good and had the same thoughts.

Commissioner Carlson also felt Commissioner Bean's suggestions were very well defined. She did suggest the revision to the strategic plan and new goals. Could ask for community engagement and encourage participation. Commissioner Carlson likes the history piece, stating the commission has been around and we strongly believe in engaging and having a community that is very diverse.

Commissioner White inquired, is this a lot of content to the letter to the editor? She also expressed Commissioner Bean raised some very good points.

Commissioner Dunbar inquired what type of letter? Is this an editorial/opinion and not a letter but an article?

Commissioner Haga stated it would be up to editor Mark Olson and there is a 500-word limit to consider. Also expressed the commission has previously discussed bridging the divide in the community in a space where people with different perspectives can come together, and work to create a more welcoming community.

Commissioner Dunbar inquired; do we have a dedicated e-mail for the HRC? Kabat replied he is presently the contact person. Discussion was brought up if the commission wanted to have a dedicated HRC email site.

Kabat expressed the difference between a letter to the editor and guest column. The city does not have a lot of control what the Chaska Herald prints. Feels the best way is to have it be submitted under a letter to the editor.

Commissioner Welvaert feels it is important to highlight the commission would like to hear from people. What kind of topics/concerns? What would the community like to see for events or activities?

Commissioner Haga will draw up a draft letter to send to Kabat for distribution to the commission.

7. New Business

7A Discussion: HRC Webpage

Commissioner Welvaert requested discussion as to what the commission would like on the webpage? Kabat implemented a staff report. Questions for discussion including a photo of the commission, how to define resources that are appropriate to reference and what resources should be focused on, and ideas for communication via the webpage.

Kabat shared Kevin Wright added under the Quick Links - Report Discrimination and Bias Hate Crime Plan links. A newer version of a photo is also on the HRC Webpage. Kabat wanted feedback as to adding resources, what makes sense and what does not. Need to be diligent what to add and not add.

Kabat expressed he receives calls frequently regarding who to call or where to go for any type of help needs. Staff has information of resources to share.

Commissioner Haga and Kabat noted concern regarding the work it takes to maintain numerous links.

Commissioner Carlson shared she likes the idea of having a referral list that the State office distributes for who to contact and maybe featuring monthly a focus of the month.

Commissioner Haga liked Commissioner Carlson's ideas but inquired who creates the content? Commission wants to keep these ideas for future. After discussion, Kabat and Commissioner Carlson will research other cities HRC websites.

Kabat will bring back ideas from other HRC websites and investigate a dedicated HRC e-mail address.

7B Discussion: Boards, Workgroups, Volunteer Opportunities

Kabat stated in the HRC strategic plan that was approved, one of the goals was to proactively partner and engage with community members and groups goal is to seek boards, work groups, and volunteer opportunities to participate in as HRC members. Kabat inquired feedback from the commission, does everyone want to have an opportunity to volunteer, join other boards/groups, etc.?

Commissioner Haga would like to seek more opportunities with Chaska Cares and Julie Janke (Chaska Police Department). Does it make sense to reach out to internal boards versus external boards?

Commissioner Carlson expressed Christmas in May would be a good natural fit. It is heavily supported by Chaska Rotary/Chaska Lions. The veterans service officer for Carver County, working with Beyond the Yellow Ribbon. There are numerous organizations to work with.

After discussion, Kabat will reach out to groups particularly the groups the commission shared interest with to invite to visitor presentations for upcoming meetings. Noted any one on the commission can invite organizations to visitor presentations for HRC meetings.

7C Other Business:

Commissioner Welvaert reminded we have five (5) commissioners up for reappointment, along with two (2) alternate open spots. Applications need to be received by December 15th. Also expressed to get the word out to encourage people to apply.

Commissioner Dunbar shared she is not going to reapply for next year's appointment. Commissioner Dunbar will plan on attending the December meeting.

8. Next Meeting Date – December 17th, 2020 @ 6:30. Possible work session style meeting to focus on determining a recipient for the Human Rights Award
9. Adjourn
 - A. Motion: Carlson
 - B. Second: DunbarKabat Roll Call: Welvaert, Dunbar, Carlson, Bean, Haga, White, Spreadbury