

Zoom Option

In order to practice social distancing related to the COVID-19 pandemic, the Chaska City Council meeting on Monday, February 1, 2021 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

Discussion on Commission Appointments
5:20 – 5:45 PM

WORK SESSION

Carver County Presentation on Transportation Studies
5:45 – 7:00 PM



AGENDA
CHASKA CITY COUNCIL
ZOOM
Monday, February 01, 2021
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adopt Agenda
5. Visitor Presentation
 - 5.A. Senator Julia Coleman
6. Approve Previous Meeting Minutes

- 6.A. Approve the January 25th City Council Meeting Minutes
- 7. Consent Items
 - 7.A. Adopt Ordinance 989, Adopt Amendment to Transient Accommodations Ordinance
 - 7.B. Massage Therapy Registration
 - 7.C. Adopt Ordinance 990, Establish and Amend Ordinance 984 2021 Utility Rates
 - 7.D. Adopt Ordinance 991, Convenience Fee for Governmental Fees and Charges Paid at City Hall
- 8. Action Items
 - 8.A. Commissioner Appointments
- 9. Bills
 - 9.A. ACCOUNTS PAYABLE COUNCIL ROSTER 2-1-2021
- 10. Other Business
 - 10.A. City Administrator's Report
 - 10.A.i. Biweekly 2-1-2021
 - 10.B. Other Reports
 - 10.B.i. 4th-Qtr. 2020 Investment Report dated February 1,2021
- 11. Adjourn

**- MINUTES -
CHASKA CITY COUNCIL
January 25, 2021**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

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

Absent: None.

Also Present: Kevin Ringwald, Community Development Director; Liz Hanson, City Planner; Luke Melchert, City Attorney; Noel Graczyk, Administrative Services Director; City Engineer Matt Clark; Nate Kabat, Assistant Administrator; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

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

5. Minutes

Motion by Councilmember Hatfield, second by Councilmember Hubbard to approve the minutes of the January 4, 2021 City Council meeting. Motion carried.

6. Consent Agenda

Mayor Windschitl inquired if 6.A. pertains to people who have solar inputs.

City Administrator Podhradsky confirmed it does.

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

- A. Adopt Resolution 2021-01, Cogeneration and Small Power Production Tariff for City Electric Utility

Motion to adopt Resolution No 2021-1 for Cogeneration and Small Production Tariff.

- B. Adopt Resolution 2021-2, Accepting Gifts and Donations

Motion to adopt Resolution No. 2021-2 acknowledging and accepting gifts to the City of Chaska received during the period October 1, 2020 through December 31, 2020.

- C. Adopt Resolution 2021-4, Resolution of Support for Application to the CDA Community Growth Partnership Initiative Community Development Grant to Support the Ernst House Redevelopment

Motion to approve Resolution No. 2021-4 of Support for Application to the CDA Community Growth Partnership Initiative Community Development Grant to Support the Ernst House Redevelopment.

D. Approval of Carver County 2021 SHIP Grant Agreement for a Pedestrian and Bicycle Master Plan and Staff Authorization to Seek RFQ

Motion to approve the 2021 Project Grant Agreement Between the City of Chaska and Carver County for a Pedestrian and Bicycle Master Plan and Authorization for Staff to Submit RFQ to Consultants.

Motion carried.

7. Action Items

7.A. Adopt Ordinance 985, Adoption of a Chicken Article to Animal and Fowl Chapter

Assistant Administrator Kabat presented the item to the Council.

Councilmember Hubbard relayed a suggestion from residents regarding explicit language directing residents to check any homeowner associations prior to applying.

City Administrator Podhradsky and Community Development Director Ringwald stated this is typically added to the application and they will ensure it is there.

Councilmember Hubbard commented that the \$100 application fee per year seems excessive.

City Administrator Podhradsky provided further detail regarding the cost per service and why Staff suggests the \$100 fee per year and explained it is up to the Council.

Councilmember Grau looked to clarify Councilmember Hubbard's suggestion for April renewals.

Councilmember Hubbard provided further explanation regarding her thought around streamlining the process with April renewals.

City Administrator Podhradsky stated the fee would be pro-rated.

Attorney Melchert suggested reworking the Ordinance language regarding issuance and renewal.

Councilmember Grau asked for more information regarding impoundment for chickens.

City Administrator Podhradsky provided further information regarding that process.

Councilmember Hubbard inquired if neighboring cities that have passed a similar ordinance have had to impound any chickens.

Assistant Administrator Kabat and City Administrator Podhradsky stated they were not aware if that has happened.

Councilmember Huang asked what happens to impounded chickens that are not reclaimed.

Assistant Administrator Kabat and City Administrator Podhradsky stated they were unsure but the details of that would be explored.

City Administrator Podhradsky suggested the Council clarify the fee.

The Council and Staff discussed possible fee models.

Councilmember Huang asked what the process will be for those residents illegally raising chickens if this ordinance is passed.

City Administrator Podhradsky provided further detail regarding compliance and the permit process.

John Pronz, resident, summarized his concern regarding the allowance of chickens in residential areas.

City Administrator Podhradsky explained that HOA covenants take precedent over City ordinance and explained the City has not typically enforced private covenants. He also spoke further regarding due process and the difficulty of the City enforcing private covenants.

Councilmember Grau commended the City and Council on following due diligence with this topic.

The Council shared their thoughts on this item.

Kristin Bartley, resident, shared her support for this ordinance passing and explained that she has heard great feedback and support for this item from other residents.

Motion by Councilmember Grau, second by Councilmember Hubbard to adopt Ordinance MC 2021-985, A Chicken Article to the Animal and Fowl Chapter.

The Council shared that this is a difficult issue as there is support for both sides.

Attorney Melchert noted that the ordinance on the table is as written and this would be the time to adjust any language if desired.

City Administrator Podhradsky suggested that any details that need refining and amending could be brought back to the Council.

With Councilmembers Hatfield and Hubbard voting aye and Councilmembers Grau, Huang, and Mayor Windschitl voting nay, the motion failed 3:2.

Mayor Windschitl asked if anyone was present for visitor presentation. There was no one present.

7.B. Adopt Resolution 2021-3 and Ordinance 986, Approving the Preliminary Plat & Rezoning
City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

Mayor Windschitl looked to clarify if this is the cul-de-sac that parallels Savanna Way.

City Planner Hanson detailed the location using the site exhibit and noted the redesign was due to the building cost and maintenance cost of the retaining wall that was proposed with the initial design. She then continued her presentation of the item.

Councilmember Grau asked for more detail regarding park access.

City Planner Hanson went over the possible access points and continued her presentation of the item.

Councilmember Huang inquired if there are plans to build trails on the northern end of the site.

City Planner Hanson stated there are bituminous trails planned up to the edges of the development and that future connections will be made once details with the plan are finalized.

City Administrator Podhradsky noted that this is the neighborhood park and most who come will be within walking distance of the park. He also clarified that although labeled "city park" in the plan, it is a neighborhood park, and the neighbors will be the ones notified for the public input portion of this project.

Councilmember Huang noted this development has an HOA.

Councilmember Hubbard asked if there will be parking for the park.

City Administrator Podhradsky stated there is not parking for neighborhood parks.

Community Development Director Ringwald commented that there is plenty of room to accommodate a typical neighborhood park.

City Planner Hanson continued with her presentation of the item.

Councilmember Huang inquired when Savanna Way will connect up with Creek Road in the north if this item passes.

City Administrator Podhradsky stated that it is not driven by this neighborhood but by the traffic needs.

Community Development Director Ringwald reiterated that the building blocks for that connection are there and when traffic dictates the need, the connection will be made.

Councilmember Hubbard asked what that connection would look like through this neighborhood when completed.

City Administrator Podhradsky described the layout for that, noting the height of the proposed lot locations in regard to the collector road.

The Council noted the importance of the developer and realtors sharing the future plans for this area to any potential buyers.

City Engineer Clark noted the location of that road was graded in when Savanna Way was graded but that a sign noting future plans would not hurt.

Motion by Councilmember Huang, second by Councilmember Hubbard to adopt Resolution No. 2021-03 approving the Preliminary Plat for Harvest West 3rd (PC #2020-22). Motion carried.

Motion by Councilmember Huang, second by Councilmember Hubbard to adopt Ordinance No. 986 approving the Rezoning from Open (O) to Planned Residential District (PRD-77). Motion carried.

Patrick Wrase, applicant, thanked the Council and briefly summarized the change made to the project and stated he looks forward to working with the City.

7.C. Adopt Resolution 2021-5 and Ordinance 987, Approving the Preliminary Plat, Preliminary Site & Building Plan, and Rezoning for Chaska Creek Industrial/Oppidan/PC #2020-25
City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

Mayor Windschitl inquired if someone could rent the whole building.

City Planner Hanson stated that the way zoning is drafted does not allow for a distribution center use. She then continued her presentation of the item.

Mayor Windschitl inquired what the concern was for Wetzel Lane.

City Planner Hanson explained there was concern for how the edge of the plan relates to the residences to the South where Wetzel Lane stubs out.

Councilmember Huang inquired what the parcel to the south is zoned and if the owner of that parcel has intent to develop in the near future.

City Planner Hanson stated it is zoned commercial industrial and that the owner has been looking at something. City Administrator Podhradsky noted he will address this when he talks about Creek Road sewer.

Councilmember Huang referred to the agenda packet and asked if there are plans for creek alterations within the basin.

Community Development Director Ringwald stated the westerly portion will be re-meandered.

Councilmember Hubbard asked if bike paths will be built in this location.

City Administrator Podhradsky stated that there are paths up Chaska Creek Boulevard, which turns down Creek Road with a trail into downtown.

Councilmember Huang inquired if there is language in the ordinance that prohibits use as a distribution center.

City Planner Hanson explained that is stated in the draft ordinance.

Mayor Windschitl asked if work on this will begin this year.

City Administrator Podhradsky explained that discussions with the developer regarding their approach to development. He provided further detail into that plan and presented information regarding the sewer utilities on Creek Road.

City Engineer Clark reiterated that a feasibility study for Creek Road will come before the Council.

Mayor Windschitl commented that he did not believe the surface of Creek Road lasting much longer. He also stated he thought it was a two-year process for this project due to permits.

City Administrator Podhradsky stated the timing is right, and that it is an 18-month project.

City Engineer Clark provided further detail regarding the necessity of the 18-month timeline.

Mayor Windschitl inquired what the project timeline is for the current item.

City Administrator Podhradsky estimated that if started this summer, it could be completed six months after that.

Mayor Windschitl asked how this will work if the Creek Road project is 18 months.

City Administrator Podhradsky explained that this project would be phased, and the north section of the sewer would be put in first and used for storage.

Mayor Windschitl inquired after the size of the trunk line.

City Engineer Clark stated it will be 18-inch.

Councilmember Huang asked if Met Council gave any reasons why they denied aid for this sewer project.

City Engineer Clark summarized the difficulties of the project that lead to them denying aid.

Jay Moore, applicant, spoke in further detail about the tentative project timeline.

Councilmember Huang asked Mr. Moore what the price per square foot is for this type of product.

Mr. Moore stated they consider themselves at market rate and that they will do their best to attract business to the City.

Councilmember Huang inquired what the going rate is for an industrial product of this type.

Mr. Moore summarized the estimates for that.

Motion by Councilmember Hatfield, second by Councilmember Huang to adopt Resolution No. 2021-05 approving the Preliminary Site & Building Plan and Preliminary Plat for Chaska Creek Industrial (PC #2020-25). Motion carried.

Motion by Councilmember Hubbard, second by Councilmember Grau to adopt Ordinance No. 987 approving the Rezoning from Open (O) to Planned Multi-Use District (PMD-20). Motion carried.

7.D. Adopt Resolution 2021-6 and Ordinance 988, Approving the Preliminary Plat and Rezoning for Chaska Bluffs 2nd Addition/DDK Construction/PC #2020-24
City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

Mayor Windschitl inquired if the trail to the pond will be paved.

City Planner Hanson confirmed that it will be a bituminous trail and continued her presentation of the item.

Motion by Councilmember Huang, second by Councilmember Hatfield to adopt Resolution No. 2021-6 approving the Preliminary Plat for Chaska Bluffs 2nd Addition (PC #2020-24).

Motion by Councilmember Hubbard, second by Councilmember Huang to adopt Ordinance No. 988 approving the Rezoning from Open (O) to Planned Residential District (PRD-78). Motion carried.

8. Bills

8.A. Accounts Payable Council Roster 1-25-2021

The Council requested further information about bills on pages 18, 20, and 29.

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.

9. Other Business

9.A. City Administrator's Report

9.B. Bi-Weekly Report Day-Month-2021

9.C. Other Reports

9.C.i. Financial Reports – November 2020

9.D. Other Meeting Minutes

9.D.i. Draft Minutes of the Dec.17, 2020 Human Rights Commission Meeting

9.D.ii. Receive the Jan 13, 2021 draft minutes of the Planning Commission Meeting

Councilmember Grau:

- Noted the fencing on Big Woods Boulevard is up and looks great.
- Noted the carving for the Downtown Business Alliance Ice Gardens begins at 1:30 on Sunday.
- Commented that there is a need for more kindness in the world and challenged residents to purposely do something kind for someone.

Councilmember Huang:

- Noted the MLK breakfast last Monday was well done and congratulated the recipient of the Human Rights Award Winner.
- Noted there will be two more food distribution events, one on February 11 and one on March 11.
- Updated the Council on a trial service SouthWest Transit is offering for grocery shopping.
- Updated the Council on a presentation he gave to legislators regarding suburban transit.
- Inquired what the plans are for downtown road construction this summer. City Administrator Podhradsky provided the details regarding downtown road construction this summer.
- Asked for an update regarding Hy-Vee. City Administrator Podhradsky stated Chaska is not on their list of stores to look at this summer.

Councilmember Hatfield:

- Noted that January 19 was the national day of racial healing and reported there is a free online event on Tuesday, January 26 at 10am regarding racial healing.
- Reported this Sunday the ice sculptures will be located at Fireman's Park for viewing and at 1pm there will be live carving.

Councilmember Hubbard:

- Noted the MLK video was well done.
- Reported she attended Coffee with a Cop this past weekend and encouraged others to make sure to sign up to do this.
- Noted the CDA sent an email that the landlord and tenant assistance applications are out on their website.

- Noted the business grant assistance funding from the CDA is still available.
- Reported that the Concerned Citizens group that she sits on is doing great work and provided a brief update on their current work.
- Commented that the state pilot program for the COVID-19 vaccination sounds great.

Mayor Windschitl:

- Noted all those in police and fire department that wanted vaccination have now received it.
- Noted City Administrator Podhradsky had a successful meeting with Twin City Western Railroad.
- Requested an update on the opening of City Hall next week. City Administrator Podhradsky provided details regarding the opening.
- Noted Fire Department Fishing Contest is cancelled for this year and the Guardian Angels is not having their Winter Dinner this year.
- Congratulated the Human Rights Award winner, LeAnn Winters.
- Congratulated the Human Rights Commission for a successful MLK event.
- Reported the next Council meeting is February 1, 2021 and then again on February 22, 2021. He noted in March meetings resume on the 1st, 3rd, and 5th Mondays.

10. Adjourn

Motion by Councilmember Huang, second by Councilmember Hubbard to adjourn the meeting at 10:58 pm. Motion carried.

REQUEST FOR ACTION CHASKA CITY COUNCIL 2/1/2021

Subject: Adopt Amendment to Transient Accommodations Ordinance

Prepared By: Nate Kabat, Assistant City Administrator

Background

The City of Chaska City Council established a Transient Accommodations Ordinance in April, 2018. The Ordinance requires transient accommodations to acquire a license to operate in the City of Chaska with the purpose to ensure that hotels and motels (referred to as "transient accommodations") are taking steps and implementing measures as may be needed to discourage the use of their facilities for criminal activities to protect the safety of their guests and the public.

The Ordinance establishes that those owning and operating transient accommodations in the City have a responsibility to assure their guests and visitors have accommodations that are safe, secure, free from unreasonable noise, nuisances and threats to their safety and security.

Update

Over two years have passed since this Ordinance was passed, which has given the City opportunity to learn from its implementation. Based on the City's experience with administering this Ordinance, staff is recommending changes to the City Council to improve its effectiveness and efficiency towards meeting the stated purpose of the Ordinance. The proposed amended Ordinance is attached to this memo.

The following will summarize key points of the proposed changes. Please read the attached proposed ordinance for specifics.

- The definition of "Calls for Service" has been refined to include any report made to the police, any incident observed by the police, or any incident responded to by the police. Incidents reported to or responded to by other emergency personnel and government officials will qualify as well.
- Calls first originating from the owner, manager, or other agent of the hotel, and that are reported before any other notification from any other source on a particular incident, are exempted from qualifying as a call for service.
- The definition of "Incident" has been revised for clarity to include:
 - A. Charged and uncharged criminal activity, or suspicion thereof; or
 - B. Violation of any federal, state, or local law, rule, regulation, or ordinance, suspicion thereof; or

- C. Violation of any health, fire, or building regulation; or
 - D. Any circumstances where any risk to life, safety, or the health of any person is suspected; or
 - E. Any circumstances where any damage to any property of any person is suspected; or
 - F. All reports of the same occurrences described in lines A through E above, whether initial reports are proven in fact. After a report of any of the above occurrences a change in circumstances, shall not remove those occurrences or reports thereof from the meaning of this definition.
- The levels assigned to licensed transient accommodations based on calls for service have been revised as follows. Please note, the level assigned to the transient accommodation dictates the required safety and security interventions that are required by the City in cooperation with the Police Department. Presently, the ordinance assigns a level based on the number of calls as a proportion of total rooms in the facility. The proposed level assignments would move to a flat number regardless of total rooms in the facility. This change is to simplify administration and to gain clarity with license holders by applying a simplified method.
 - Level I transient accommodation - 0 to 9 annual qualifying calls for service; 0 annual qualifying felony complaints.
 - Level II transient accommodation - 10 to 19 annual qualifying calls for service; 1 annual qualifying felony complaints.
 - Level III transient accommodation - 20 or more annual qualifying calls for service; 2 or more annual qualifying felony complaints.

Presently, two facilities hold a Transient Accommodations License with the City of Chaska: Super 8 and Town Square Place, both are currently considered a Level I facility.

As of December, 2020, Town Square Plaza had originated 153 police contacts of which 4 were qualifying calls. Under the current ordinance, the facility would need 16.4 qualifying calls to move to a Level II. Under the new ordinance, the facility would move to a Level II with 10 qualifying calls, and would remain a Level I.

As of December, 2020, Super 8 had originated 74 police contacts of which 12 were qualifying calls. Under the current ordinance, the facility would need 5.8 qualifying calls to move to a Level II. Under the new ordinance, the facility would move to a Level II with 10 qualifying calls and would qualify as a Level II.

Both current Transient Accommodations License holders have been notified of this proposed ordinance change. Once license holder has followed up with City staff for clarification and has expressed acceptance of the changes. The other license holder has not made any follow up to the notification.

Recommendation

The proposed amendment to the Transient Accommodations Ordinance is informed by data collected since the ordinance was established in April, 2008. The changes are proposed by staff to improve its effectiveness and efficiency towards meeting the stated purpose of the Ordinance.

Current license holders have been notified of the proposed change and have expressed no opposition. As a result, staff recommends approving the proposed amendment.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Ordinance 2021-989 to amend Chapter 5.20 Transient Accommodations.

**CITY OF CHASKA
ORDINANCE MC 2021-989**

TRANSIENT ACCOMMODATIONS

WHEREAS, 5.20 in the Chaska municipal code was outdated;

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

SECTION 1: **AMENDMENT** “5.20.010 Purpose” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.20.010 Purpose

It is the purpose of all sections in this article is to ensure that hotels and motels (referred to in these sections as "transient accommodations" are taking steps and implementing measures as may be needed to discourage the use of their facilities for criminal activities in order to protect the safety of their guests and the public. Those owning and operating transient accommodations in the City have a responsibility to assure their guests and visitors have accommodations that are safe, secure, free from unreasonable noise, nuisances and threats to their safety and security.

(Ord. No. 948, 4/2/18)

AFTER AMENDMENT

5.20.010 Purpose

It is the purpose of these CMCO 5.20.010 to 5.20.150 ~~all sections in this article is~~ to ensure that hotels and motels (referred to in these sections as "transient accommodations") are taking steps and implementing measures as may be needed ~~to discourage the use of their facilities for criminal activities in order~~ to protect the safety of their guests and the public; mitigate nuisances, and to discourage the occurrence of criminal activities at their facilities. Frequent safety, nuisance, and criminal activity incidents at one location impact those who frequent that location and can have a widespread effect on the surrounding neighborhood and community. Those owning and operating transient accommodations in the City have an enhanced responsibility to assure their guests and visitors have accommodations that are safe, secure, and free from unreasonable noise; and nuisances. It is recognized that any time incidents are reported to the City that they merit consideration and the potential response from emergency services that draw on City resources. Excessive reports of incidents on any transient accommodation licensee property, therefore, merit further collaboration between the licensee and the City and reasonable countermeasures on the part of the licensee. ~~and threats to their safety and security.~~

(Ord. No. 948, 4/2/18)

SECTION 2: **AMENDMENT** “5.20.020 License Required” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.20.020 License Required

It is unlawful for any person, firm, or corporation to operate a transient accommodation in the City without a transient accommodation license issued pursuant to all sections in this article. A separate license is required for each transient accommodation property.

(Ord. No. 948, 4/2/18)

AFTER AMENDMENT

5.20.020 License Required

It is unlawful for any person, firm, or corporation to operate a transient accommodation in the City without a transient accommodation license issued pursuant CMCO 5.20.010 to 5.20.150. ~~to all sections in this article.~~ A separate license is required for each transient accommodation property.

(Ord. No. 948, 4/2/18)

SECTION 3: **REPEAL** “5.20.030 Definitions - Transient Accommodations” of the City of Chaska Municipal Code is hereby *repealed* as follows:

BEFORE REPEAL

5.20.030 Definitions - Transient Accommodations

Annual calls for service: The aggregate total of all calls for service to a transient accommodation property in a calendar year multiplied by the total number of lodging units in the transient accommodation as determined by the City.

Any condition: Any of the conditions as set forth in CMCO 5.20.090, CMCO 5.20.100, or CMCO 5.20.110.

Any additional conditions: Any conditions in addition to those as set forth in CMCO 5.20.090, CMCO 5.20.100, or CMCO 5.20.110 which reasonably support and promote the purpose of this article as stated in CMCO 5.20.010.

Call for service: Includes any of the following:

- A. Any report of criminal activity made to the police department from or concerning a transient accommodation in connection with an incident occurring at that transient accommodation property, except calls originating from the owner, manager or other agent of the owner of the transient accommodation property; or
- B. Any incident observed by police concerning a transient accommodation property and is responded to by a police officer.

Only a call for service that is verified by the responding police officer as being a valid call for service regarding criminal activity shall be included in the annual calls for service calculation for the purposes of all sections of this article.

Hearing officer: The Chaska City Administrator or the Chaska Assistant Administrator.

Level I transient accommodation: Any transient accommodation whose annual calls for service are less than .20 calls per lodging unit.

Level II transient accommodation: Any transient accommodation whose annual calls for service are at least .20 calls per lodging unit, but less than .40 calls per lodging unit.

Level III transient accommodation: Any transient accommodation whose annual calls for service are at least .40 calls per lodging unit or greater.

Lodging unit: One self-contained unit within a transient accommodation designated by number, letter, or some other method of identification that is designed or used for overnight accommodations. A lodging unit shall not include areas or rooms not utilized for overnight accommodations such as banquet rooms, meeting rooms, business centers, pool areas, and workout rooms.

Police department: The Chaska Police Department.

Transient accommodation: Any facility such as a hotel, motel, condominium, resort, or any other facility or place offering six or more lodging units to guests for periods of less than thirty days, but not including jails, hospitals, care facilities, senior living centers, residential treatment facilities, prisons, detention homes, and similar facilities.

Transient accommodation property: Any land containing a facility for transient accommodation including any associated parking areas, recreation areas, loading areas, or other amenities, located on the same parcel of property.

AFTER REPEAL

~~5.20.030 Definitions – Transient Accommodations (Repealed)~~

~~**Annual calls for service:** The aggregate total of all calls for service to a transient accommodation property in a calendar year multiplied by the total number of lodging units in the transient accommodation as determined by the City.~~

~~**Any condition:** Any of the conditions as set forth in CMCO 5.20.090, CMCO 5.20.100, or CMCO 5.20.110.~~

~~**Any additional conditions:** Any conditions in addition to those as set forth in CMCO 5.20.090, CMCO 5.20.100, or CMCO 5.20.110 which reasonably support and promote the purpose of this article as stated in CMCO 5.20.010.~~

~~**Call for service:** Includes any of the following:~~

- ~~A. Any report of criminal activity made to the police department from or concerning a transient accommodation in connection with an incident occurring at that transient accommodation property, except calls originating from the owner, manager or other agent of the owner of the transient accommodation property; or~~
- ~~B. Any incident observed by police concerning a transient accommodation property and is responded to by a police officer.~~

~~Only a call for service that is verified by the responding police officer as being a valid call for service regarding criminal activity shall be included in the annual calls for service calculation for the purposes of all sections of this article.~~

~~**Hearing officer:** The Chaska City Administrator or the Chaska Assistant Administrator.~~

~~**Level I transient accommodation:** Any transient accommodation whose annual calls for service are less than .20 calls per lodging unit.~~

~~**Level II transient accommodation:** Any transient accommodation whose annual calls for service are at least .20 calls per lodging unit, but less than .40 calls per lodging unit.~~

~~**Level III transient accommodation:** Any transient accommodation whose annual calls for service are at least .40 calls per lodging unit or greater.~~

~~**Lodging unit:** One self-contained unit within a transient accommodation designated by number, letter, or some other method of identification that is designed or used for overnight accommodations. A lodging unit shall not include areas or rooms not utilized for overnight accommodations such as banquet rooms, meeting rooms, business centers, pool areas, and workout rooms.~~

~~Police department: The Chaska Police Department.~~

~~Transient accommodation: Any facility such as a hotel, motel, condominium, resort, or any other facility or place offering six or more lodging units to guests for periods of less than thirty days, but not including jails, hospitals, care facilities, senior living centers, residential treatment facilities, prisons, detention homes, and similar facilities.~~

~~Transient accommodation property: Any land containing a facility for transient accommodation including any associated parking areas, recreation areas, loading areas, or other amenities, located on the same parcel of property.~~

~~(Ord. No. 948, 4/2/18)~~

SECTION 4: ADOPTION “5.20.030 Definitions - Transient Accommodations*” of the City of Chaska Municipal Code is hereby *added* as follows:

BEFORE ADOPTION

5.20.030 Definitions - Transient Accommodations* (Non-existent)

AFTER ADOPTION

5.20.030 Definitions - Transient Accommodations* *(Added)*

Annual qualifying calls for service: All qualifying calls for service that occurs in a calendar year.

Annual qualifying felony complaints: Any incident at or concerning a transient accommodation that results in a felony charging instrument that is signed by a judge, regardless of the outcome or legal status is of any subsequent criminal litigation arising from that changing instrument. The effective date for determination of an annual qualifying felony complaint is the date the corresponding charging instrument is signed by a judge, not the date of the underlying circumstances of the incident which may also count towards an annual qualifying call for service.

Any condition: Any of the conditions outlined in CMCO 5.020.090, 5.020.100, and 5.020.110.

Any additional conditions: Any conditions in addition to those as outlined in CMCO 5.020.090, 5.020.100, or 5.020.110 which reasonably support and promote the purpose of this article as stated in CMCO 5.20.010.

Qualifying Call for service means the following;

- A. Any report made to the police department, or any emergency service, including all calls to 911 or any emergency services dispatch through a third party alarm or another**

- automated safety system, from or concerning a transient accommodation in connection with an incident occurring at that transient accommodation property; or
- B. Any incident observed by police, any other law enforcement official, or another government personnel at or concerning a transient accommodation property; or
 - C. Any incident responded by police, any other law enforcement official, or any other government personnel at or concerning a transient accommodation property.
 - D. Calls that first originate from the owner, manager, or another agent of the licensee transient accommodation, and that are reported before any other notification from any other source on a particular incident, are exempted from qualifying as a call for service. This exception to qualification as a call for service shall be void in its entirety and unavailable to this licensee for the same entire calendar year in which it occurs if at any time the licensee or any agent thereof is found to have threatened, discouraged, or in any way influenced any person from initiating a call for service for any reason.
 - E. Nothing in this section or article shall be construed to reduce the determination of Level I through Level III transient accommodation based on annual qualifying felony complaints. The exception in paragraph "D" of this definition does not apply to annual qualifying felony complaints.
 - F. The same facts and circumstances that give rise to a qualifying call for service may also count towards an annual qualifying felony complaint.

Hearing Officer: The Chaska City Administrator or the Chaska Assistant City Administrator

Incident means any of the following occurrences:

- A. Charged and uncharged criminal activity, or suspicion thereof; or
- B. Violation of any federal, state, or local law, rule, regulation, or ordinance, suspicion thereof; or
- C. Violation of any health, fire, or building regulation; or
- D. Any circumstances where any risk to life, safety, or the health of any person is suspected; or
- E. Any circumstances where any damage to any property of any person is suspected; or
- F. All reports of the same occurrences described in lines A through E above, whether or not initial reports are proven in fact. After a report of any of the above occurrences a change in circumstances, shall not remove those occurrences or reports thereof from the meaning of this definition.

Level I, II, and III transient accommodations shall be determined by annual qualifying calls for service and annual qualifying felony complaints associated with each transient accommodation in the most recent previous calendar year. The number of qualifying annual calls for service and the number of annual qualifying felony complaints may fit into respective ranges at different levels, in which case the highest level shall control.

- A. Level I transient accommodation - 0 to 9 annual qualifying calls for service; 0 annual qualifying felony complaints.
- B. Level II transient accommodation - 10 to 19 annual qualifying calls for service; 1 annual qualifying felony complaints.

C. Level III transient accommodation - 20 or more annual qualifying calls for service; 2 or more annual qualifying felony complaint.

Lodging unit: One self-contained unit within a transient accommodation designated by number, letter, or some other method of identification that is designed or used for overnight accommodations. A lodging unit shall not be rented for fewer than 12 hours. A lodging unit shall not include areas or rooms not utilized for overnight accommodations such as banquet rooms, meeting rooms, business centers, pool areas, and workout rooms.

Police department: The Chaska Police Department.

Transient accommodation: Any facility such as a hotel, motel, condominium, resort, or any other facility or place offering six or more lodging units to guests for periods of less than thirty days, but not including jails, hospitals, care facilities, senior living centers, residential treatment facilities, prisons, detention homes, and similar facilities.

Transient accommodation property: Any land containing a facility for transient accommodation including any associated parking areas, recreation areas, loading areas, or other amenities located on the same parcel of property.

(Ord. No. 948, 4/2/18)

SECTION 5: AMENDMENT “5.20.040 Restrictions On Issuing Licenses” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.20.040 Restrictions On Issuing Licenses

A transient accommodation license shall not be issued or renewed if any of the following circumstances exist:

- A. The applicant submits an incomplete license application or fails to submit the required application fee;
- B. The applicant was not truthful in any of the information provided to the City as part of its request for a license;
- C. The transient accommodation is not in compliance with the requirements of all sections of this article, with any condition placed on its current transient accommodation license, or with any applicable federal, state, or local law, rule, regulation, or ordinance; or
- D. The transient accommodation property is not in compliance with any applicable federal, state, or local law, rule, regulation, or ordinance.

(Ord. No. 948, 4/2/18)

AFTER AMENDMENT

5.20.040 Restrictions On Issuing Licenses

A transient accommodation license shall not be issued or renewed if any of the following circumstances exist:

- A. The applicant submits an incomplete license application or fails to submit the required application fee;
- B. The applicant was not truthful in any of the information provided to the City as part of its request for a license;
- C. The transient accommodation is not in compliance with the requirements of CMCO 5.020.010 to 5.020.150, ~~or all sections of this article~~, with any condition placed on its current transient accommodation license; ~~or with any applicable federal, state, or local law, rule, regulation, or ordinance; or~~
- D. The transient accommodation property is not in compliance with any applicable federal, state, or local law, rule, regulation, or ordinance.

(Ord. No. 948, 4/2/18)

SECTION 6: AMENDMENT “5.20.050 Licensing Process And Renewal” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.20.050 Licensing Process And Renewal

- A. A new transient accommodation shall obtain a transient accommodation license prior to opening for business. A new transient accommodation that had not previously operated within the City shall initially qualify for a Level I transient accommodation license. The City may charge a reduced license fee for a new transient accommodation license based on the number of months remaining in the particular licensing period.
- B. On or before February 1 of each year the City will notify each existing transient accommodation in writing of their annual calls for service for the previous year and the level of transient accommodation license for which they must apply. Applications for a license renewal shall be submitted to the City at least 30 days prior to the license expiration date.
- C. The transient accommodations must obtain the required level of transient accommodation license from the City by no later than May 1 each year. All requirements applicable to the particular level of license and any additional conditions

placed on the license must be completed and fully implemented by the licensee by August 1. Failure to comply with the requirements applicable to the license level, or any additional conditions issued by the City Council, shall constitute sufficient grounds for the revocation, suspension, or nonrenewal of the transient accommodation license.

(Ord. No. 948, 4/2/18)

AFTER AMENDMENT

5.20.050 Licensing Process And Renewal

- A. A new transient accommodation shall obtain a transient accommodation license before ~~prior to~~ opening for business. A new transient accommodation that had not previously operated within the City shall initially qualify for a Level I transient accommodation license. The City may charge a reduced license fee for a new transient accommodation license based on the number of months remaining in the particular licensing period.
- B. ~~On or before February 1 of each year the City will notify each existing transient accommodation in writing of their annual calls for service for the previous year and the level of transient accommodation license for which they must apply. Applications for a license renewal shall be submitted to the City at least 30 days prior to the license expiration date.~~ Transient accommodations must obtain the required level of transient accommodation license from the City by no later than May 1 each year. All requirements applicable to the particular level of license and any additional conditions placed on the license must be completed and fully implemented by the licensee by August 1. Failure to comply with the requirements applicable to the licensee level, or any additional conditions issued by the City Council, shall constitute sufficient grounds for the revocation, suspension, or non-renewal of the transient accommodation license.
- C. ~~The transient accommodations must obtain the required level of transient accommodation license from the City by no later than May 1 each year. All requirements applicable to the particular level of license and any additional conditions placed on the license must be completed and fully implemented by the licensee by August 1. Failure to comply with the requirements applicable to the license level, or any additional conditions issued by the City Council, shall constitute sufficient grounds for the revocation, suspension, or nonrenewal of the transient accommodation license.~~ It is the responsibility of transient accommodations to request a determination of level for the next licensing period after the end of a calendar year. The City may respond any time up until the issuance or denial of a license to the transient accommodation. This paragraph shall not be construed to limit, nullify, or as a defense against the City's level determination, grant, denial, or any other action regarding a transient accommodation license.

(Ord. No. 948, 4/2/18)

SECTION 7: **AMENDMENT** “5.20.080 Transfer Of Licenses” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.20.080 Transfer Of Licenses

A transient accommodation license may be transferred to a new owner of a transient accommodation continuing to operate on the same transient accommodation property for which the license was issued. Written notice of the transfer shall be provided to the City within ten (10) business days after the transfer. The notice shall include the name and address of the person, firm, or corporation taking ownership or control of the transient accommodation. A transient accommodation license shall not be transferred or relocated to a transient accommodation located on a different site.

(Ord. No. 948, 4/2/18)

AFTER AMENDMENT

5.20.080 Transfer Of Licenses

A transient accommodation license may be transferred to a new owner of a transient accommodation continuing to operate on the same transient accommodation property for which the license was issued. Written notice of the transfer shall be provided to the City within ten (10) business days after the transfer. ~~The notice shall include the name and address of the person, firm, or corporation taking ownership or control of the transient accommodation.~~ The notice shall be submitted by filing a complete license application. A transient accommodation license shall not be transferred or relocated to a transient accommodation located on a different site. Violations under this article shall attach to the license and run with it. Ownership change shall not serve to vitiate recognition of annual qualifying calls for service or annual qualifying felony complaints occurring before the license or ownership transfer date, which shall accrue to the new license owner.

(Ord. No. 948, 4/2/18)

SECTION 8: **AMENDMENT** “5.20.100 Level II Transient Accommodation” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.20.100 Level II Transient Accommodation

A Level II transient accommodation is required to meet the following special requirements, designed to deter crime, in order to be eligible for a transient accommodation license, and shall comply with any conditions the City Council may impose on the license.

- A. Obtain and maintain a record of all guests renting the lodging unit.
- B. Submit a management plan to the City detailing steps the establishment intends to take to reduce criminal activity.
- C. Consult with the police department to obtain such inspection services and advice regarding crime prevention as may be needed to address the types and calls for service made to the transient accommodation property.
- D. Consult with the police department to keep apprised of police activity occurring on the transient accommodation property.
- E. Install and operate a surveillance camera, with a recorder, in the lobby at all times.
- F. Undergo a police department crime prevention assessment of the transient accommodation property.

(Ord. No. 948, 4/2/18)

AFTER AMENDMENT

5.20.100 Level II Transient Accommodation

A Level II transient accommodation is required to meet the following special requirements, designed to enable efficient services that address public safety, nuisances, and deter crime, ~~in~~ ~~order~~ to be eligible for a transient accommodation license, and shall comply with any conditions the City Council may impose on the license.

- A. Obtain and maintain a record of all guests renting the lodging unit.
- B. Submit a management plan to the City detailing steps the establishment intends to take to reduce criminal activity, improve site safety, and comply with this article:
- C. Consult with the police department to obtain such inspection services and advice regarding crime prevention as may be needed to address the types and calls for service made to the transient accommodation property.
- D. Consult with the police department to keep apprised of police activity occurring on the transient accommodation property.
- E. Install and operate a surveillance camera, with a recorder, ~~in that shall retain 30 days of~~ continuous activity in the lobby at all times. Such recordings shall be made available to police or City officials within 48 hours of the request. the lobby at all times.
- F. Undergo a police department crime prevention, and safety assessment from any other recommended agency, of the transient accommodation property.
- G. Submit to onsite inspections from any City official to determine compliance with this section, and any other conditions set by the City tied to a transient accommodation license, and any other law, rule, code, or regulation associated with the licensee's property or business.
- H. Enforce the following guest rules:

1. Prohibit guests from producing loud noises that unreasonably disturb the tranquility of the other guests or those adjacent to the transient accommodation property, and;

2. Alcohol may not be consumed in common areas except for designated banquet or reception rooms or areas.

(Ord. No. 948, 4/2/18)

SECTION 9: AMENDMENT “5.20.130 Revocation And Suspension Of License” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.20.130 Revocation And Suspension Of License

A transient accommodation license may be revoked, suspended, or not renewed by the City Council, upon recommendation of the City Administrator, in accordance with this section.

- A. The City Council may revoke, suspend, or not renew a transient accommodation license upon any of the following grounds:
1. A false statement, misrepresentation, or fraudulent statement on any application or other information or report required by all sections of this article;
 2. Failure to pay the application fee, fine, penalty, reinstatement fee, special assessment, real estate taxes, or other financial claim due to the City under this Code;
 3. Failure to comply with any of the special requirements imposed in all sections of this article applicable to the particular license level;
 4. Failure to comply with any of the conditions placed on the license by the City Council;
 5. Failure to implement the management plan, if one is required, for the transient accommodation;
 6. Failure to continuously comply with any zoning, health, building, nuisance, or other City Codes, including failing to comply with any corrective orders issued within the time specified in the order;
 7. Failure to obtain or maintain any licenses required for the transient accommodation; or
 8. Failure to comply with any other applicable federal, state, or local law, rule, regulation, or ordinance.
- B. A decision to revoke, suspend, or not renew a transient accommodation license shall be preceded by written notice to the applicant or licensee of the alleged grounds therefor and the applicant or licensee will be given an opportunity to request a hearing before the Hearing Officer who shall conduct a hearing and make written findings of fact and recommendations to the City Council before final action is taken to revoke, suspend, or

not renew the license. At said hearing the Hearing Officer shall hear the evidence presented by the City Police Department or such other person having knowledge of the facts pertinent to the matter and to evidence submitted by the applicant or licensee. An applicant or licensee waives its right to a hearing if it fails to submit a written request for a hearing to the City within ten (10) days of the issuance of the written notice. The hearing officer shall conduct such hearing as soon thereafter as possible, but not later than ten (10) days after receipt of such request for a hearing; and submit his (her) findings and recommendations to the City Council on or before the next regular scheduled Council meeting. At said Council meeting the council shall make the decision to either revoke, suspend, or not renew a transient accommodation license and shall identify the specific grounds for the decision. Upon issuance of the written decision, no lodging unit within the transient accommodation may be offered or used for any period of time by guest until a new transient accommodation license is issued.

- C. The written decision to either revoke, suspend, or not renew a transient accommodation license shall identify the specific grounds for the decision. Upon issuance of the written decision, no lodging unit within the transient accommodation may be offered or used for any period of time by guests until a new transient accommodation license is issued.

(Ord. No. 948, 4/2/18)

AFTER AMENDMENT

5.20.130 Revocation And Suspension Of License

A transient accommodation license may be revoked, suspended, or not renewed by the City Council, upon recommendation of the City Administrator, ~~in accordance with~~ by this section.

- A. The City Council may revoke, suspend, or not renew a transient accommodation license upon any of the following grounds:
1. A false statement, misrepresentation, or fraudulent statement on any application or other information or report required by these CMCO 5.20.010 to 5.20.150. ~~required by all sections of this article;~~
 2. Failure to pay the application fee, fine, penalty, reinstatement fee, special assessment, real estate taxes, utility bill within 30 days of mailing by the City, or ~~another other~~ financial claim due to the City under this Code;
 3. Failure to comply with any of the special requirements imposed in CMCO 5.20.010 to 5.20.150 ~~all sections of this article~~ applicable to the particular license level;
 4. Failure to comply with any of the conditions placed on the license by the City Council;
 5. Failure to implement the management plan, if one is required, for the transient accommodation;
 6. Failure to continuously comply with any zoning, health, building, nuisance, or other City Codes, including failing to comply with any corrective orders issued within the time specified in the order;
 7. Failure to obtain or maintain any licenses required for the transient

accommodation; or

8. Failure to comply with any other applicable federal, state, or local law, rule, regulation, or ordinance.

- B. A decision to revoke, suspend, or not renew a transient accommodation license shall be preceded by written notice to the applicant or licensee of the alleged grounds therefor and the applicant or licensee will be given an opportunity to request a hearing before the Hearing Officer who shall conduct a hearing and make written findings of fact and recommendations to the City Council before final action is taken to revoke, suspend, or not renew the license. At said hearing, the Hearing Officer shall hear the evidence presented by the City Police Department or such other person ~~knowing having knowledge of~~ the facts pertinent to the matter and to evidence submitted by the applicant or licensee. An applicant or licensee waives its right to a hearing if it fails to submit a written request for a hearing to the City within ten (10) days of the issuance of the written notice. The hearing officer shall conduct such hearing as soon thereafter as possible, but not later than ten (10) days after receipt of such request for a hearing, and submit his (her) findings and recommendations to the City Council on or before the next ~~regularly regular~~ scheduled Council meeting. At said Council meeting the council shall ~~decide make the decision~~ to either revoke, suspend, or not renew a transient accommodation license and shall identify the specific grounds for the decision. ~~Upon issuance of the written decision, no lodging unit within the transient accommodation may be offered or used for any period of time by guest until a new transient accommodation license is issued.~~
- C. The written decision to either revoke, suspend, or not renew a transient accommodation license shall identify the specific grounds for the decision. Upon issuance of the written decision, no lodging unit within the transient accommodation may be offered or used for any period of time by guests until a new transient accommodation license is issued.

(Ord. No. 948, 4/2/18)

SECTION 10: AMENDMENT “5.20.140 Reapplication After License Action” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.20.140 Reapplication After License Action

Reapplication for a transient accommodations license after the City Council has revoked, suspended, or not renewed a license shall be in accordance with this section.

- A. A transient accommodation license may be suspended for up to ninety (90) days and may, after the period of suspension, be reinstated subject to compliance with all sections of this article and any conditions imposed by the City Council at the time of suspension.
- B. A transient accommodation license revoked or not renewed by the City Council will not

be reinstated or issued until the owner has applied for and secured a new transient accommodation license and complied with all conditions imposed at the time of revocation or nonrenewal. The City Council may impose a period following the revocation or nonrenewal of the owner's previous license during which a new transient accommodation license may not be submitted. A decision not to renew a transient accommodation license may take the form of a suspension or revocation.

- C. An application for a new transient accommodation license following the revocation, suspension, or nonrenewal of the license must be accompanied by a reinstatement fee, as specified by City Council resolution, in addition to all other application and related fees.
- D. The conditions of approval of any subsequent application for a license to operate a transient accommodation on the same property following a period of revocation or denial of renewal of a transient accommodation license shall be based upon the transient accommodation property's history of annual calls for service prior to the revocation or non-renewal.
- E. No subsequent application for a transient accommodation license on the same property following a period of revocation or nonrenewal shall be approved unless the applicant presents a corrective action plan that is approved by the City to help ensure the conditions and causes of the prior revocation or nonrenewal are appropriately addressed. Implementation of, and compliance with, the corrective action plan shall be a condition of the license.

(Ord. No. 948, 4/2/18)

AFTER AMENDMENT

5.20.140 Reapplication After License Action

Reapplication for a transient accommodations license after the City Council has revoked, suspended, or not renewed a license shall be in accordance with this section.

- A. A transient accommodation license may be suspended for up to ninety (90) days and may, after the period of suspension, be reinstated subject to compliance with these CMCO 5.20.010 to 5.20.150 and any conditions imposed by the City Council at the time of suspension. ~~all sections of this article and any conditions imposed by the City Council at the time of suspension.~~
- B. A transient accommodation license revoked or not renewed by the City Council will not be reinstated or issued until the owner has applied for and secured a new transient accommodation license and complied with all conditions imposed at the time of revocation or nonrenewal. The City Council may impose a period following the revocation or nonrenewal of the owner's previous license during which a new transient accommodation license may not be submitted. A decision not to renew a transient accommodation license may take the form of a suspension or revocation.
- C. An application for a new transient accommodation license following the revocation, suspension, or nonrenewal of the license must be accompanied by a reinstatement fee, as specified by City Council resolution, in addition to all other application and related

fees.

- D. The conditions of approval of any subsequent application for a license to operate a transient accommodation on the same property following a period of revocation or denial of renewal of a transient accommodation license shall be based upon the transient accommodation property's history of annual qualifying calls for service and annual qualifying felony complaints before ~~prior to~~ the revocation or non-renewal.
- E. No subsequent application for a transient accommodation license on the same property following a period of revocation or nonrenewal shall be approved unless the applicant presents a corrective action plan that is approved by the City to help ensure the conditions and causes of the prior revocation or nonrenewal are appropriately addressed. Implementation of, and compliance with, the corrective action plan shall be a condition of the license.

(Ord. No. 948, 4/2/18)

SECTION 11: **AMENDMENT** “5.20.150 Violations” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.20.150 Violations

- A. Any person, firm, or corporation who violates any provision of this article is, upon conviction, guilty of a misdemeanor. The penalty that may be imposed for a misdemeanor is a sentence of not more than 90 days or a fine of not more than \$1,000.00, or both. Each day upon which a violation of all sections of this article occurs constitutes a separate offense.
- B. Nothing in this section shall be construed as a waiver of any applicable state license requirements or from compliance with any applicable civil and criminal laws.

(Ord. No. 948, 4/2/18)

AFTER AMENDMENT

5.20.150 Violations

- A. Any person, firm, or corporation who violates any provision of this article is, upon conviction, guilty of a misdemeanor. The penalty that may be imposed for a misdemeanor is a sentence of not more than 90 days or a fine of not more than \$1,000.00, or both. Each day upon which a violation of these CMCO 5.20.010 to 5.20.150 ~~all sections of this article~~ occurs constitutes a separate offense.
- B. Nothing in this section shall be construed as a waiver of any applicable state license requirements or from compliance with any applicable civil and criminal laws.

(Ord. No. 948, 4/2/18)

SECTION 12: AMENDMENT “5.20.110 Level III Transient Accommodations” of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.20.110 Level III Transient Accommodations

Level III transient accommodations are required to meet the following special requirements, designed to deter crime, to be eligible for a transient accommodation license, and shall comply with any conditions the City Council may impose on the license.

- A. Conform to the special requirements set forth in CMCO5.20.100 for a Level II transient accommodation.
- B. Conduct background checks on all owners, managers, and employees of the transient accommodations.
- C. Hold semi-annual employee training sessions assisted by the police department.
- D. Provide 24-hour front desk personnel.
- E. Enforce the following guest rules:
 - 1. Lodging units cannot be rented for less than a six-hour period;
 - 2. Prohibit guests from producing loud noises that unreasonably disturb the tranquility of the other guests or those adjacent to the transient accommodation property; and
 - 3. Alcohol may not be consumed in common areas except for designated banquet or reception rooms or areas.
- F. Issue parking passes to all vehicles allowed to park on the transient accommodation property, with each pass marked with an issue date and expiration date.
- G. Remove all graffiti and repair all vandalism within seven (7) days of occurrence.
- H. Install lighting in all common areas with minimum maintained lighting of 1.5 foot-candles at ground level.
- I. Install and operate video monitoring equipment in all parking lots on the transient accommodation property that are monitored and recorded at the front desk at all times.
- J. Have a licensed, armed, and uniformed security guard on the premises every day from 6:00 p.m. until 6:00 a.m.
- K. Submit to scheduled semi-annual audits by the City to verify compliance with the above-referenced requirements.

(Ord. No. 948, 4/2/18)

AFTER AMENDMENT

5.20.110 Level III Transient Accommodations

Level III transient accommodations are required to meet the following special requirements, designed to deter crime, to be eligible for a transient accommodation license, and shall comply with any conditions the City Council may impose on the license.

- A. Conform to the special requirements set forth in CMCO5.20.100 for a Level II transient accommodation.
- B. Conduct background checks on all owners, managers, and employees of the transient accommodations.
- C. Hold semi-annual employee training sessions assisted by the police department.
- D. Provide 24-hour front desk personnel.
- ~~E. Enforce the following guest rules:~~
 - ~~1. Lodging units cannot be rented for less than a six-hour period;~~
 - ~~2. Prohibit guests from producing loud noises that unreasonably disturb the tranquility of the other guests or those adjacent to the transient accommodation property; and~~
 - ~~3. Alcohol may not be consumed in common areas except for designated banquet or reception rooms or areas.~~
- F. Issue parking passes to all vehicles allowed to park on the transient accommodation property, with each pass marked with an issue date and expiration date.
- G. Remove all graffiti and repair all vandalism within seven (7) days of occurrence.
- H. Install lighting in all common areas with minimum maintained lighting of 1.5 foot-candles at ground level.
- I. Install and operate video monitoring equipment in all parking lots on the transient accommodation property that are monitored and recorded at the front desk at all times.
- J. Have a licensed, armed, and uniformed security guard on the premises every day from 6:00 p.m. until 6:00 a.m.
- K. Submit to scheduled semi-annual audits by the City to verify compliance with the above-referenced requirements.

(Ord. No. 948, 4/2/18)

SECTION 13: **SEVERABILITY CLAUSE** Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 14: **EFFECTIVE DATE** This Ordinance shall be in full force and effect from February 1, 2021 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CITY OF CHASKA COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Councilmember Grau	_____	_____	_____	_____
Councilmember Hatfield	_____	_____	_____	_____
Councilmember Huang	_____	_____	_____	_____
Councilmember Hubbard	_____	_____	_____	_____
Mayor Windschitl	_____	_____	_____	_____
Presiding Officer		Attest		

Mark Windschitl, Mayor, City of
Chaska

Denise Beebe, Senior Clerk City of
Chaska

**REQUEST FOR ACTION
CHASKA CITY COUNCIL
2/1/2021**

Subject: Massage Therapy Registration

Prepared By: Denise Beebe, Senior Clerk

Background

Jamie Reinbold, 805 Cameron Ct, Hopkins, Minnesota has made application to register as a Thai Massage Therapist which will allow him to work as a massage therapist out of Natural Point Wellness at 546 Bavaria Lane in Chaska. He has provided the necessary documentation and paid the fee.

CITY COUNCIL ACTION REQUESTED

Motion to approve Massage Therapy Registration No. MTL 21-04 to allow Jamie Reinbold to practice Therapeutic Thai Massage out of Natural Point Wellness at 546 Bavaria Lane, Chaska.

REQUEST FOR ACTION CHASKA CITY COUNCIL 02/01/2021

Subject: Establish and Amend 2021 Utility Rates

Prepared By: Noel Graczyk, Administrative Services Director
Wendy Hagen, Customer Relations Supervisor

Overview

As addressed in the adopted 2021 Budget, Electric Utility rates for 2021 included a classification for Senior Residential Lighting Service. This discounted rate classification represents a three-dollar reduction in the customer service charge and a 5% reduction in per unit rates. These reductions in 2021 are the first year of a two-year transition to move all Senior Residential customers to a six-dollar reduction in the customer charge and a 0% reduction in per unit rates.

Utility billing staffing has advised that there would be an advantage for most new Senior Residential customers eligible in 2021 if they were given the full six-dollar discount. Implementing the six-dollar reduction in 2021 on all new Senior Residential customers would also significantly reduce the amount of overhead time spent by staff to convert a customer to the three-dollar reduction in 2021 and then again to the six-dollar rate prior to the start of 2022. Attached is a draft ordinance that establishes a six-dollar 2021 transitional rate for all newly eligible Senior Residential customers in 2021.

Also attached is an amendment to Ordinance 2020-984 that was adopted on December 21, 2020. This amendment corrects a water rate as previously adopted and revises language to eliminate conflicts between rates as shown in a rate table and the description text. The first section of the ordinance revises language for sewer rates. The second section is a correction to a water rate and related descriptive text.

Staff Recommendation

Staff recommended adoption of ordinance 2021-990 and the amendment to Ordinance 2020-984.

CITY COUNCIL ACTION REQUESTED

(Note, a separate motion is needed to adopt each ordinance)

Motion to adopt Ordinance No. 2021-990 establishing 2021 Electric Utility Rates.

Motion to adopt an amendment to Ordinance No. 2020-984 establishing 2021 Water and Sewer Utility Rates.

**CITY OF CHASKA
ORDINANCE MC 2021-990**

WHEREAS, the City of Chaska intends to define the transitional rate for new senior citizen discounts established in 2021

NOW THEREFORE, BE IT RESOLVED, THAT THE TRANSITIONAL SENIOR ELECTRIC RATE BE DEFINED FOR THE YEAR 2021.

SECTION 1: **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 (SCRL) 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 per month
Energy Charge	October—May	\$0.10404 per kWh
Energy Charge	June—September	\$0.11770 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. 17.1(c), 12/16/02; Ord. No. 815, Sec. 17.1(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. 71.1(c), 12/20/10; Ord. No. 862, Art. II, Sec. 17.1c, 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 (SCRL) 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 per month
Energy Charge	October—May	\$0.10404 per kWh
Energy Charge	June—September	\$0.11770 per kWh

Transitional Rates—New requests for senior citizen discounted rates in 2021 will receive the transitional rate. The rate reflects a reduction in the service charge of \$6.00 and no reduction in the energy charge from established residential rates.

Service Charge		\$5.20 per month
Energy Charge	October-May	\$0.10951 per kWh
Energy Charge	June-September	\$0.12389 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. 17.1(c), 12/16/02; Ord. No. 815, Sec. 17.1(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. 71.1(c), 12/20/10; Ord. No. 862, Art. II, Sec. 17.1c, 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)

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

AMENDMENT TO ORDINANCE NO. 2020-984

AMENDING CHAPTER 7, ARTICLE 08, SECTIONS 070; AND, CHAPTER 7, ARTICLE 12, SECTION 020 OF THE CODE OF ORDINANCES, CITY OF CHASKA, MINNESOTA RELATING TO USER CHARGES FOR SEWER AND WATER

MOTION BY COUNCILMEMBER _____, SECOND BY COUNCILMEMBER _____

The City Council of the City of Chaska do ordain:

Section 1. Chapter 7, Article 08, Section 070 of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

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	\$6.10
Class 2	Commercial, per month	\$7.10	\$8.55
Class 3	Industrial, per month for meter sizes less than 1.5"	\$0	\$26.95
Class 3	Industrial, per month for meter sizes equal to or greater than 1.5"	\$0	\$50.00
Class 4	Sewer Rental Fee, per month	\$25.10	n/a
Class 5	Sewer Pumping Fee, per month	\$8.15	n/a

The above stated minimum service charge as applied to single-family dwelling townhouses, condominiums, apartments and duplex homes shall be ~~six dollars and ten cents five dollars and zero cents~~ (\$6.10) for each living unit contained therein.

Section 2. Chapter 7, Article 12, Section 020 of the Code of Ordinances, City of Chaska, Minnesota is hereby amended to read as follows:

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	\$0.81
1 inch	\$4.35	\$0.81
1 1/2 inch	\$6.10	\$0.81
2 inch	\$13.90	\$0.81
3 inch	\$50.80	\$0.81
4 inch	\$78.05	\$0.81
6 inch and over	\$143.57	\$0.81

The above stated customer charge as applied to single-family dwellings, townhomes, condominiums, apartments and duplex homes shall be ~~four dollars and twenty five cents three dollars and fifteen cents~~ (\$4.25) for each living unit contained therein.

Section 3. Effective Date

This ordinance shall be in full force and effect from and after its date of passage, adoption, and publication according to law.

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

Mark Windschitl, Mayor

Deputy Clerk

REQUEST FOR ACTION CHASKA CITY COUNCIL 02/01/2021

Subject: Convenience Fee for Governmental Fees and Charges Paid at City Hall or On-Line

Prepared By: Noel Graczyk, Administrative Services Director
Wendy Hagen, Customer Service Supervisor

Background

The City of Chaska has added an optional new payment method for customers completing transaction payments at City Hall. Customers at City Hall completing payment for governmental permits, licenses, and fees will now have the option to pay using a Debit or Credit merchant card. This new payment option is available to customers completing a payment at either the Customer Service Counter or when using an online e-commerce portal. Adding this new optional payment method for customers using a merchant card is in response to both the COVID-19 emergency and to requests from customers.

By accepting merchant card payment, the City also incurring added costs for processing card payments with our Merchant Card Processor. To ensure the City receives the full amount of revenue on issued permits, licenses, or other governmental fees the City will be including a Convenience Fee of 3% (three percent) with a \$1 (one dollar) minimum amount on all payments at City Hall that are completed using a merchant card as the method of payment. This Convenience Fee can be avoided if the customer pays by either cash, check, or money order.

Utility billing customers will also have the option to complete payments at City Hall using a Debit or Credit card but will not be subject to a Convenience Fee. Fees charged to the City for utility payments have been discounted by our Merchant Card Processor and therefore the City cannot include a Convenience Fee. This is also consistent with the current on-line payment option for utility billing customers on which a Convenience Fee is not included when payments are completed using a merchant card.

This proposed Convenience Fee will only apply to governmental fees and charges as issued by City Hall. All other enterprise operations across the City that already accept merchant card payments will not be subject to this Convenience Fee.

Recommendation

Attached is an ordinance that established an optional Convenience Fee for governmental fees and charges paid at City Hall or on-line for City Hall e-commerce sites. Staff recommends adoption of the proposed ordinance.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Ordinance 2021-991 to establish a Convince Fee on all Debit and Credit Merchant Card payments for governmental fees and charges at Chaska City Hall.

**CITY OF CHASKA
ORDINANCE MC 2020-991**

CONVENIENCE FEE

**CONVENIENCE FEE FOR GOVERNMENTAL FEES AND CHARGES AT CITY
HALL**

WHEREAS, the City of Chaska intends to add an optional new payment method for customers completing transaction payments at City Hall. Customers, paying with a Debit or Credit Merchant card, will be charged a convenience fee for payment of governmental permits, licenses and fees.

NOW THEREFORE, be it ordained by the Council of City of Chaska, in the State of Minnesota, as follows: That the convenience fee be implemented.

**ADOPTION “2.04.030 Fees” of the City of Chaska Municipal
SECTION 1:**

Code is hereby *added* as follows:

BEFORE ADOPTION

2.04.030 Fees (Non-existent)

AFTER ADOPTION 2.04.030

Convenience Fee for Governmental Fees and Charges at City all(*Added*)

A. The City of Chaska has added a new payment method for customers completing transaction payments at City Hall. Customers at City Hall completing payment for governmental permits, licenses, and fees will now have the option to pay using a Debit or Credit merchant card. This new payment option is available to customers completing a payment at either the Customer Service Counter or when using an online e-commerce portal. Adding this new optional payment method for customers using a merchant card is in response to both the COVID-19 emergency and to requests from customers.

B. By accepting merchant card payments, the City also incurs added costs for processing card payments with our Merchant Card Processor. To ensure the City receives the full amount of revenue on issued permits, licenses, or other governmental fees the City will be including a Convenience Fee of 3% (three percent) with a \$1 (one) minimum amount on all payments at City Hall that are completed using a merchant card as the method of payment. This Convenience Fee can be avoided if the customer pays by either cash, check, or money order.

C. Utility billing customers will also have the option to complete payments at City Hall using a Debit or Credit card but will not be subject to a Convenience Fee. Fees charged to the City for utility payments have been discounted by our Merchant Card Processor and therefore the City cannot include a Convenience Fee. This is also consistent with the current on-line payment option for utility billing customers on which a Convenience Fee is not included when payments are completed using a merchant card.

D. This proposed Convenience Fee will only apply to governmental fees and charges as issued by City Hall. All other enterprise operations across the City that already accept merchant card payments will not be subject to this Convenience Fee.

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

COMMISSION INTERVIEWS CHASKA CITY COUNCIL 02/01/2021

Subject: Commissioner Appointments

Prepared By: Denise Beebe, Senior Clerk

The following applicants have applied for the vacant positions on the City Human Rights Commission and Park & Recreation Board. All applicants were interviewed by the Council prior to the meeting tonight.

Park & Recreation Board – (5 Openings / 1 is for age 16 to 20)

Jason Branch – Incumbent

Dave Downs – Incumbent

Sienna White (Youth 16 to 20 – 2nd Choice HRC)

Jalen Destin (Youth 16 – 20- 2nd Choice HRC)

Human Rights Commission – (7 Openings / 2 are for Alternates)

Celine Haga – Incumbent

Lisa White – Incumbent

Sarah Carlson – Incumbent

Lisa Jenks

Eder Castillo

Martin Hubbard

Donta Hughes – (1st Choice HRC – 2nd Choice Park & Rec)

Hanne Sandison (1st Choice HRC – 2nd Choice Park & Rec)

Planning Commission – (2 Openings for Alternates)

Alternate positions opened in December and January. One application received thus far but no interviews have been conducted.

CITY COUNCIL ACTION REQUESTED

Motion by Councilmember _____, second by Councilmember _____ to appoint _____ to the
Park and Rec Board for the term February 1, 2021 to December 31, 2023.

Motion by Councilmember _____, second by Councilmember _____ to appoint _____ to the
Human Rights Commission for the term February 1, 2021 to December 31, 2023.

CLAIMS ROSTER REPORT

FOR COUNCIL MEETING:

February 1, 2021

Paid and Unpaid Invoices:

Check #'s 336757-336841

\$503,806.44

Paid Electronic Invoices:

Wire #'s 2642-2648

\$4,205,304.07

Amount for Approval-Council Meeting:

February 1, 2021

\$4,709,110.51

Checks

01/28/2021 11:56 8482mrob		City of Chaska VENDOR INVOICE LIST		P apinvlst		1	
INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET DUE DATE	TYPE	STS INVOICE DESCRIPTION
100106 DANIEL ANDERSON							
912578 CHECK DATE: 02/02/2021		01/15/2021	020221	336759	3,300.00 02/15/2021	INV PD	FD FLOORING 50% DOWN-MAIN
109676 ANDERSON, EMILY							
31249 CHECK DATE: 02/02/2021		01/20/2021	020221	336760	63.46 02/20/2021	INV PD	CREDIT BALANCE REFUND-278
100119 SHAKOPEE VALLEY FORD							
286014 FOW CHECK DATE: 02/02/2021		01/18/2021	020221	336761	33.58 02/17/2021	INV PD	Squad 1193 tail light wir
100146 ASPEN MILLS INC							
267534 CHECK DATE: 02/02/2021		01/13/2021	020221	336762	124.11 02/13/2021	INV PD	DUTY UNIFORM-BONNEMA
267535 CHECK DATE: 02/02/2021		01/13/2021	020221	336762	234.48 02/13/2021	INV PD	DUTY UNIFORM-DUTSMAN
267536 CHECK DATE: 02/02/2021		01/13/2021	020221	336762	76.50 02/13/2021	INV PD	DUTY UNIFORM-MCCOY
267538 CHECK DATE: 02/02/2021		01/13/2021	020221	336762	157.90 02/13/2021	INV PD	DUTY UNIFORM-WIEBE
267951 CHECK DATE: 02/02/2021		01/21/2021	020221	336762	246.73 02/20/2021	INV PD	DUTY UNIFORM-BAKKELUND
267952 CHECK DATE: 02/02/2021		01/21/2021	020221	336762	234.50 02/20/2021	INV PD	DUTY UNIFORM-DECKER
267953 CHECK DATE: 02/02/2021		01/21/2021	020221	336762	214.50 02/20/2021	INV PD	DUTY UNIFORM-ANDERSON
267954 CHECK DATE: 02/02/2021		01/21/2021	020221	336762	224.50 02/20/2021	INV PD	DUTY UNIFORM-GRINAGER
267955 CHECK DATE: 02/02/2021		01/21/2021	020221	336762	153.85 02/20/2021	INV PD	DUTY UNIFORM-FEHRENBACH
267956 CHECK DATE: 02/02/2021		01/21/2021	020221	336762	56.95 02/20/2021	INV PD	DUTY UNIFORM-ANDERSON
267957 CHECK DATE: 02/02/2021		01/21/2021	020221	336762	134.94 02/20/2021	INV PD	DUTY UNIFORM-ASTRY
267958		01/21/2021	020221	336762	236.40 02/20/2021	INV PD	DUTY UNIFORM-LINDBERG



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VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 02/02/2021									
267959		01/21/2021	020221	336762	191.83	02/20/2021	INV	PD	DUTY UNIFORM-TARMAN
CHECK DATE: 02/02/2021									
267960		01/21/2021	020221	336762	255.68	02/20/2021	INV	PD	DUTY UNIFORM-PAYNE
CHECK DATE: 02/02/2021									
267961		01/21/2021	020221	336762	337.73	02/20/2021	INV	PD	DUTY UNIFORM-GRAVALIN
CHECK DATE: 02/02/2021									
267962		01/21/2021	020221	336762	59.99	02/20/2021	INV	PD	DUTY UNIFORM-NUNEZ
CHECK DATE: 02/02/2021									
267963		01/21/2021	020221	336762	59.99	02/20/2021	INV	PD	DUTY UNIFORM-STOFFERAHN
CHECK DATE: 02/02/2021									
100155 AUBURN MANOR					3,000.58				
FEB 2021	210002	01/22/2021	020221	336763	200.00	02/01/2021	INV	PD	FEB SENIOR CITIZEN DONATI
CHECK DATE: 02/02/2021									
109674 AUGUSTINE, SHEILA									
35230		01/20/2021	020221	336764	14.53	02/20/2021	INV	PD	CREDIT BALANCE REFUND-152
CHECK DATE: 02/02/2021									
100205 BMO HARRIS BANK N.A.									
26		01/13/2021	020221	336765	79,636.32	02/01/2021	INV	PD	PAYGO NOTE PMT-CLOVER FIE
CHECK DATE: 02/02/2021									
100220 BOYER FORD TRUCKS INC									
38415D		01/19/2021	020221	336766	1,209.61	02/19/2021	INV	PD	#114 STREET ABS COMPUTER
CHECK DATE: 02/02/2021									
100247 BROADWAY AWARDS INC									
48363		01/18/2021	020221	336767	132.22	02/18/2021	INV	PD	TROPHY UPDATES-TC
CHECK DATE: 02/02/2021									
100254 BRYAN ROCK PRODUCTS INC									
45923		01/15/2021	020221	336768	293.89	02/15/2021	INV	PD	AG LIME COMMUNITY PARK
CHECK DATE: 02/02/2021									



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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
107733 C-D PRODUCTS INC									
77093 CHECK DATE: 02/02/2021		01/21/2021	020221	336769	226.00	02/21/2021	INV	PD	Table stickers 1 person p
100302 CARVER COUNTY									
2680 CHECK DATE: 02/02/2021		01/25/2021	020221	336770	3,904.68	02/24/2021	INV	PD	OVERPAYMENT OF 2020 TAX S
100314 CARVER COUNTY IS/GIS DEPT									
CSER-1052 CHECK DATE: 02/02/2021		01/01/2020	020221-2	336829	3,907.01	12/31/2020	INV	PD	GIS SHARED POSITION 4TH
100332 CENTERPOINT ENERGY RESOURCES CORP									
109045922/DEC20 CHECK DATE: 01/26/2021		01/06/2021	012621	336757	8,226.54	02/03/2021	INV	PD	DEC 1661 PARK RIDGE DR GA
80000146268/DEC20 CHECK DATE: 01/26/2021		01/13/2021	012621	336757	5,615.10	02/09/2021	INV	PD	DEC GAS SVC
					13,841.64				
100337 QWEST CORPORATION									
313196254/JAN21 CHECK DATE: 01/28/2021		01/18/2021	012821	336837	609.41	02/16/2021	INV	PD	JAN CITY HALL LOC PHN SVC
314238800/JAN21 CHECK DATE: 01/28/2021		01/18/2021	012821	336837	75.49	02/16/2021	INV	PD	JAN LOCAL PHN SVC
					684.90				
109664 CHAUDHARY, KAMAL									
33026 CHECK DATE: 02/02/2021		01/14/2021	020221	336771	50.91	02/14/2021	INV	PD	METER DEPOSIT REFUND-2954
109669 CHEN, HAO									
34915 CHECK DATE: 02/02/2021		01/14/2021	020221	336772	51.14	02/14/2021	INV	PD	METER DEPOSIT REFUND-3000
103891 CITY OF SHAKOPEE									
9957 CHECK DATE: 02/02/2021		01/20/2021	020221	336773	8,400.00	02/19/2021	INV	PD	SW Metro Drug Task Force



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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
104831	PACIFIC RIM VENTURES INC								
1224132-01		01/19/2021	020221	336774	181.00	02/19/2021	INV	PD	RESALE
CHECK DATE:	02/02/2021								
100436	COMCAST CORPORATION								
0055482/JAN20-FD		01/12/2021	012621	336758	6.75	02/06/2021	INV	PD	JAN CABLE-FD
CHECK DATE:	01/26/2021								
85901		01/09/2021	012621	336758	119.10	02/03/2021	INV	PD	Cable
CHECK DATE:	01/26/2021								
					125.85				
109579	COMPASS MINERALS AMERICA INC								
745991		01/19/2021	020221-2	336830	4,780.67	02/19/2021	INV	PD	ROAD SALT
CHECK DATE:	02/02/2021								
105466	COMPUTER INTEGRATION TECHNOLOGIES INC								
303446		01/15/2021	020221-2	336831	3,400.00	02/14/2021	INV	PD	OFFICE 365 LICENSE-JAN
CHECK DATE:	02/02/2021								
107208	CREEKS RUN PHASE II LLC								
6		01/13/2021	020221	336775	7,042.20	02/01/2021	INV	PD	PAYGO NOTE PMT-CREEKS RUN
CHECK DATE:	02/02/2021								
109670	ENEBAK CONSTRUCTION								
35343		01/14/2021	020221	336776	1,382.20	02/14/2021	INV	PD	HYDRANT PERMIT REFUND-CAR
CHECK DATE:	02/02/2021								
102657	ENERGY MANAGEMENT SOLUTIONS INC								
10104		01/01/2021	020221	336777	7,148.29	02/05/2021	INV	PD	JANUARY 2021 MONTHLY RETA
CHECK DATE:	02/02/2021								
109667	ESPINOZA, JUAN								
34545		01/14/2021	020221	336778	2.60	02/14/2021	INV	PD	METER DEPOSIT REFUND-110
CHECK DATE:	02/02/2021								
105728	FIDELITY SECURITY LIFE INSURANCE COMPANY								



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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
164624004 CHECK DATE: 01/28/2021		12/22/2020	012821	336838	684.98	01/22/2021	INV	PD	JAN EMP INS PREM-VISION
109668 FEHRENBACH, DALE									
34801 CHECK DATE: 02/02/2021		01/14/2021	020221	336779	146.93	02/14/2021	INV	PD	METER DEPOSIT REFUND-1083
100653 FERGUSON ENTERPRISES INC									
8119674 CHECK DATE: 02/02/2021		01/07/2021	020221	336780	99.93	02/07/2021	INV	PD	FIRE STATION BOILER REPAI
100672 BDG INC									
25798 CHECK DATE: 02/02/2021		01/20/2021	020221	336781	2,230.00	02/19/2021	INV	PD	#922 VACTOR HOSE
100698 GALLS LLC									
017381909 CHECK DATE: 02/02/2021		01/08/2021	020221	336782	49.99	02/07/2021	INV	PD	Seibert-Initial Issue-Shi
017394580 CHECK DATE: 02/02/2021		01/11/2021	020221	336782	70.98	02/17/2021	INV	PD	Seibert-Initial Issue-Tro
017450760 CHECK DATE: 02/02/2021		01/18/2021	020221	336782	203.45	02/17/2021	INV	PD	Seibert-Initial Issue-Dre
					324.42				
100759 GRAINGER									
9764111309 CHECK DATE: 02/02/2021		01/06/2021	020221	336783	904.53	02/05/2021	INV	PD	WELL #7 HEATER
9766205943 CHECK DATE: 02/02/2021		01/08/2021	020221	336783	184.75	02/07/2021	INV	PD	CH MENS BATHROOM HEATER R
					1,089.28				
109663 HASSAN, SHUKRI									
10003405 CHECK DATE: 02/02/2021		01/14/2021	020221	336784	57.75	02/14/2021	INV	PD	METER DEPOSIT REFUND-2910
107416 HORIZON CHEMICAL CO INC									
J201204101-NH CHECK DATE: 02/02/2021		01/20/2021	020221-2	336832	170,119.60	01/30/2021	INV	PD	Pool resurface/chlorine c



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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
100896 IMAGE TREND INC									
125118		11/03/2020	020221	336785	4,774.05	12/03/2020	INV	PD	ANNUAL FEE-SCHEDULING FD
CHECK DATE: 02/02/2021									
100900 INDELCO PLASTICS CORPORATION									
INV232464		01/13/2021	020221	336786	39.77	02/13/2021	INV	PD	PVC (WTP)
CHECK DATE: 02/02/2021									
100945 JERRYS TRANSMISSION SERVICE INC									
0036204		01/18/2021	020221	336787	1,716.74	02/18/2021	INV	PD	AIR PURIFIER FOR FIRE TRU
CHECK DATE: 02/02/2021									
109680 JOHNSON, KIT									
34181		01/20/2021	020221	336788	26.44	02/20/2021	INV	PD	CREDIT BALANCE REFUND-110
CHECK DATE: 02/02/2021									
107428 KIVA MANAGEMENT LLC									
00104083-2/21	210003	01/22/2021	020221	336789	365.17	02/15/2021	INV	PD	FEB COMMUNITY ROOM DUES
CHECK DATE: 02/02/2021									
109677 KLABUNDE, DUSTIN									
31913		01/20/2021	020221	336790	63.39	02/20/2021	INV	PD	CREDIT BALANCE REFUND-206
CHECK DATE: 02/02/2021									
107722 KUSSKE CONSTRUCTION COMPANY LLC									
85996		01/11/2021	020221	336791	3,155.00	02/11/2021	INV	PD	ASSISTANCE WITH SNOW REMO
CHECK DATE: 02/02/2021									
101103 L & S ELECTRIC INC									
635239		01/11/2021	020221	336792	5,975.66	02/10/2021	INV	PD	MRS 115KV BREAKER ADD'N -
CHECK DATE: 02/02/2021									
101043 LANO EQUIPMENT INC									
01-807540		01/13/2021	020221	336793	343.33	02/13/2021	INV	PD	#145 MINI EX PARTS (TRENC
CHECK DATE: 02/02/2021									



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VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
01-807743 CHECK DATE: 02/02/2021		01/14/2021	020221	336793	25.50	02/14/2021	INV	PD	PLASTIC CLAMP REPAIR (POL
					368.83				
101058 LEAGUE OF MINNESOTA CITIES									
334916 CHECK DATE: 02/02/2021		01/21/2021	020221	336794	95.00	02/21/2021	INV	PD	Hubbard-Leaders Institute
101071 LENZEN CHEVROLET BUICK INC									
82294 CHECK DATE: 02/02/2021		01/15/2021	020221	336795	153.45	02/15/2021	INV	PD	#202 PARK TAIL LIGHT
109682 MEDINA, FELICITAS									
2010670.002 CHECK DATE: 02/02/2021		01/21/2021	020221	336796	2,157.70	02/21/2021	INV	PD	RFD-EVENT CANCELLED-QUINC PAYEE: MEDINA, FELICITAS
101187 METRO SALES INC									
INV1739204 CHECK DATE: 02/02/2021		01/18/2021	020221	336797	136.00	02/17/2021	INV	PD	Ricoh/MP C3003 color
101191 MGCSA									
05004 CHECK DATE: 02/02/2021		01/04/2021	020221-2	336833	165.00	02/04/2021	INV	PD	MEMBERSHIP DUES-MOERS
05080 CHECK DATE: 02/02/2021		01/14/2021	020221-2	336833	165.00	02/14/2021	INV	PD	MEMBERSHIP DUES-HOLDEN
05081 CHECK DATE: 02/02/2021		01/14/2021	020221-2	336833	165.00	02/14/2021	INV	PD	MEMBERSHIP DUES-REIF
05099 CHECK DATE: 02/02/2021		01/20/2021	020221-2	336833	165.00	02/20/2021	INV	PD	MEMBERSHIP DUES-GRAMITH
					660.00				
101229 MINNESOTA DEPT OF EMPLOYMENT									
12 CHECK DATE: 02/02/2021	210001	01/22/2021	020221	336798	2,433.64	02/15/2021	INV	PD	FORMACOAT LLC LOAN REPAYM
101226 MINNESOTA DEPARTMENT OF NATURAL RESOURCES									
1975-6124-2021 CHECK DATE: 02/02/2021		01/13/2021	020221	336799	15,408.82	02/15/2021	INV	PD	WATER USE 2020 SUMMER SUR



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1986-6123-2021 CHECK DATE:	02/02/2021	01/25/2021	020221-2	336834	157.70	02/15/2021	INV	PD	WATER PERMIT PAR 30-USAGE
1997-6061-2021 CHECK DATE:	02/02/2021	01/25/2021	020221-2	336834	777.89	02/15/2021	INV	PD	WATER PERMIT TC-USAGE FEE
					16,344.41				
101246 MINNESOTA MOTOR VEHICLE DEPT									
86006 CHECK DATE:	02/02/2021	01/25/2021	020221	336800	20.75	02/09/2021	INV	PD	Transfer vehicle - Forfe
86007 CHECK DATE:	02/02/2021	01/25/2021	020221	336800	20.75	02/09/2021	INV	PD	Title transfer - Forfeitu
					41.50				
101247 MINNESOTA MUNICIPAL UTILITIES ASSN									
56685 CHECK DATE:	02/02/2021	01/15/2021	020221	336801	1,350.00	02/15/2021	INV	PD	JOB TRAINING & SAFETY PRO
56814 CHECK DATE:	02/02/2021	01/15/2021	020221	336801	32,596.00	02/14/2021	INV	PD	2021 ELEC UTILITY MEMBER
					33,946.00				
101276 MINNESOTA VALLEY ELECTRIC COOPERATIVE									
107051510/JAN21 CHECK DATE:	01/28/2021	01/21/2021	012821	336839	53.84	02/16/2021	INV	PD	JAN 82ND ST & HWY 41 SIGN
778320601/JAN21 CHECK DATE:	01/28/2021	01/21/2021	012821	336839	101.25	02/16/2021	INV	PD	JAN CHEVALLE LIFT STATION
780272000/JAN21 CHECK DATE:	01/28/2021	01/21/2021	012821	336839	10.78	02/16/2021	INV	PD	JAN CHEVALLE IRRIGATION B
					165.87				
109683 MONAHAN, JEFF									
2010671.002 CHECK DATE:	02/02/2021	01/21/2021	020221	336802	1,100.00	02/21/2021	INV	PD	RFD-EVENT CANCELLED-WEDDI PAYEE: MONAHAN, JEFF
109665 MORAN, MELISSA									
34349 CHECK DATE:	02/02/2021	01/14/2021	020221	336803	128.01	02/14/2021	INV	PD	METER DEPOSIT REFUND-863
101425 NORTHERN SAFETY TECHNOLOGY INC									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
51719 CHECK DATE: 02/02/2021		01/14/2021	020221	336804	100.71	02/13/2021	INV	PD	#706 FLASH LIGHT
51720 CHECK DATE: 02/02/2021		01/14/2021	020221	336804	120.32	02/13/2021	INV	PD	FLASH LIGHT
					221.03				
101437 NUSS EQUIPMENT GROUP LLC									
253782 CHECK DATE: 02/02/2021		01/11/2021	020221	336805	259.18	02/11/2021	INV	PD	#118 STREET TRANS FILTERS
109685 OACE, CHRISTOPHER									
2010673.002 CHECK DATE: 02/02/2021		01/22/2021	020221	336806	180.00	02/22/2021	INV	PD	RFD-EVENT CANCELLED-LOCK PAYEE: OACE, CHRISTOPHER
101445 OFFICE DEPOT									
149041519001-1 CHECK DATE: 02/02/2021		01/14/2021	020221	336807	34.99	02/13/2021	INV	PD	Copy Paper for the Work R
149041519001-2 CHECK DATE: 02/02/2021		01/14/2021	020221	336807	111.58	02/13/2021	INV	PD	Pocket Files for the work
150491368001 CHECK DATE: 02/02/2021		01/15/2021	020221	336808	66.76	02/19/2021	INV	PD	Writing pads
150491738001 CHECK DATE: 02/02/2021		01/15/2021	020221	336808	33.29	02/19/2021	INV	PD	writing pads
					246.62				
109666 PEREZ, CHRISTIAN									
34386 CHECK DATE: 02/02/2021		01/14/2021	020221	336809	88.93	02/14/2021	INV	PD	METER DEPOSIT REFUND-325
107855 STAPLES INC									
13547943 CHECK DATE: 02/02/2021		01/06/2021	020221	336810	91.64	02/05/2021	INV	PD	OFFICE SUPPLIES
13777497 CHECK DATE: 02/02/2021		01/13/2021	020221	336810	34.99	02/12/2021	INV	PD	PRINTER CARTRIDGE-ELEC
13860560 CHECK DATE: 02/02/2021		01/15/2021	020221	336810	23.48	02/14/2021	INV	PD	W/S OFFICE SUPPLIES

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101616 RDO EQUIPMENT COMPANY					150.11				
P7241470		01/21/2021	020221	336811	566.28	02/21/2021	INV	PD	#710 PARTS FOR ELEC VACTO
CHECK DATE: 02/02/2021									
101699 SAFETY-KLEEN SYSTEMS INC									
84983087		01/11/2021	020221	336812	370.67	02/10/2021	INV	PD	PARTS WASHER
CHECK DATE: 02/02/2021									
101716 SB CHASKA PARTNERS LLC									
32		01/13/2021	020221	336813	90,028.24	02/01/2021	INV	PD	PAYGO NOTE PMT-CHASKA PLA
CHECK DATE: 02/02/2021									
109681 SCHATZLE, ROBERT C									
85969		01/20/2021	020221	336814	2,094.80	02/20/2021	INV	PD	RFD LAND USE APPLICATION
CHECK DATE: 02/02/2021					PAYEE: SCHATZLE, ROBERT C				
109116 SCHNEIDER EXCAVATING AND GRADING INC									
SE2344		01/22/2021	020221-2	336835	2,000.00	02/22/2021	INV	PD	STANFORD CIR CURB STOP RE
CHECK DATE: 02/02/2021									
104416 KELBRO COMPANY									
2586861		01/15/2021	020221-2	336836	260.35	02/15/2021	INV	PD	OAK 19 ICE MACHINE RENTAL
CHECK DATE: 02/02/2021									
101775 THE SHERWIN-WILLIAMS COMPANY-CHANHASSEN									
8838-3		01/21/2021	020221	336815	17.57	02/20/2021	INV	PD	PAINT SUPPLIES
CHECK DATE: 02/02/2021									
9101-9		01/21/2021	020221	336815	126.39	02/21/2021	INV	PD	PAINT AND SUPPLIES
CHECK DATE: 02/02/2021									
105388 SHRED-IT US HOLDCO INC					143.96				
8181250025		01/15/2021	020221	336816	92.28	02/14/2021	INV	PD	Shredding December
CHECK DATE: 02/02/2021									
109673 SOUTHWEST TRANSIT									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
10003654 CHECK DATE: 02/02/2021		01/20/2021	020221	336817	105.40	02/20/2021	INV	PD	CREDIT BALANCE REFUND-114
109679 STIGSELL, ZACHARY									
34046 CHECK DATE: 02/02/2021		01/20/2021	020221	336818	37.23	02/20/2021	INV	PD	CREDIT BALANCE REFUND-110
101892 STUART C IRBY CO									
S012075538.004 210009 CHECK DATE: 02/02/2021		01/14/2021	020221	336819	541.10	02/13/2021	INV	PD	(11) FUSES 100&30AMP, (30
S012120244.006 210009 CHECK DATE: 02/02/2021		01/19/2021	020221	336819	1,595.00	02/18/2021	INV	PD	(11) FUSES 100&30AMP, (30
					2,136.10				
103677 SUN LIFE ASSURANCE COMPANY OF CANADA									
237741/JAN21 CHECK DATE: 01/28/2021		12/22/2020	012821	336840	4,118.25	01/31/2021	INV	PD	JAN EMP LIFE INS PREM
101907 SCHWAB VOLLHABER LUBRATT SERVICE CORP									
INV156254 CHECK DATE: 02/02/2021		01/18/2021	020221	336820	246.04	02/18/2021	INV	PD	HVAC PART-CURLING/EVENT C
109684 SWHS SENIOR PARTY									
2010672.002 CHECK DATE: 02/02/2021		01/22/2021	020221	336821	180.00	02/22/2021	INV	PD	RFD-EVENT CANCELLED-LOCK PAYEE: SWHS SENIOR PARTY
102002 TREBIATOWSKI, COREY									
85991 CHECK DATE: 02/02/2021		12/31/2020	020221	336822	48.00	02/21/2021	INV	PD	NOV/DEC ELEC FOR FD EQUIP
102033 TYLER TECHNOLOGIES INC									
045-300478 CHECK DATE: 02/02/2021		04/27/2020	020221	336823	-2,913.75	04/27/2020	CRM	PD	TYLER CONNECT CONF CREDIT
045-322536 CHECK DATE: 02/02/2021		12/01/2020	020221	336823	6,367.00	01/15/2021	INV	PD	5 DAYS PACE TRAINING, 3 T
045-325672-2020 CHECK DATE: 02/02/2021		12/31/2020	020221	336823	3,525.00	02/14/2021	INV	PD	BUDGET REPORT DESIGN-50%



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
107745 US BANK NATIONAL ASSOCIATION					6,978.25			
434136388		01/21/2021	012821	336841	483.48 02/15/2021	INV	PD	CCC COLOR COPIER LEASE PY
CHECK DATE:	01/28/2021							
104522 US FOODS INC								
5985368		01/15/2021	020221	336824	149.57 02/14/2021	INV	PD	OAK 19 DISH MACHINE RENTA
CHECK DATE:	02/02/2021							
5985369		01/15/2021	020221	336824	149.57 02/14/2021	INV	PD	OAK 19 DISH MACHINE RENTA
CHECK DATE:	02/02/2021							
5985370		01/15/2021	020221	336824	149.57 02/14/2021	INV	PD	OAK 19 DISH MACHINE RENTA
CHECK DATE:	02/02/2021							
109672 VAN STEENHUYSE, PAUL					448.71			
10011353		01/20/2021	020221	336825	58.48 02/20/2021	INV	PD	CREDIT BALANCE REFUND-110
CHECK DATE:	02/02/2021							
109675 WEBER, BRIAN								
10010501		01/20/2021	020221	336826	202.39 02/20/2021	INV	PD	CREDIT BALANCE REFUND-112
CHECK DATE:	02/02/2021							
109678 WHITNEY, ELIZABETH								
32352		01/20/2021	020221	336827	317.26 02/20/2021	INV	PD	CREDIT BALANCE REFUND-112
CHECK DATE:	02/02/2021							
102228 ZEE MEDICAL SERVICE INC								
54128312		01/27/2021	020221	336828	131.60 02/17/2021	INV	PD	First Aide refill-PD
CHECK DATE:	02/02/2021							
					131.60			
=====								
127 INVOICES					503,806.44			
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** END OF REPORT - Generated by Michelle Robbin **

Electronic Payments



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
105243 ALERUS FINANCIAL								
C101868		01/08/2021	012021	2642	109.90 01/20/2021	DIR	PD	DEC 2020 PARTICIPANT FEES
CHECK DATE: 01/20/2021								
101756 MII LIFE INCORPORATED								
39677493-2021		01/19/2021	012121	2643	158.62 01/21/2021	DIR	PD	2021-1/21/21 FSA REIMBURS
CHECK DATE: 01/21/2021								
104668 OPTUM BANK INC								
85787-2		01/20/2021	012221	2644	116.67 01/22/2021	DIR	PD	011521 HSA Contribution 2
CHECK DATE: 01/22/2021								
101498 PCARD								
2021/0112-PC		01/12/2021	012721	2648	40,639.86 01/27/2021	DIR	PD	JAN 2021 PCARD PURCHASES
CHECK DATE: 01/27/2021								
102066 US BANK								
2021/02/01 DS-1		01/25/2021	012521	2645	1,041,927.52 01/25/2021	DIR	PD	US BANK-DS PMT DUE 2/1/21
CHECK DATE: 01/25/2021								
2021/02/01 DS-2		01/25/2021	012521	2646	1,402,354.75 01/25/2021	DIR	PD	US BANK-DS PMT DUE 2/1/21
CHECK DATE: 01/25/2021								
2021/02/01 DS-3		01/25/2021	012521	2647	1,719,996.75 01/25/2021	DIR	PD	US BANK-DS PMT DUE 2/1/21
CHECK DATE: 01/25/2021								
=====					=====			
7 INVOICES					4,205,304.07			
=====					=====			

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

**Biweekly Report
February 1, 2021
By
Matt Podhradsky**

UPCOMING COUNCIL MEETING SCHEDULE

February 1st: As we discussed at last week's Council meeting, we will be having two work sessions on Monday. One will be from 5:20-5:45, and it will be a time for the Council to discuss Commission appointments that will be coming before the Council for the regular meeting on Monday. Then, from 5:45-7, we will be having a work session for Carver County to give updates to the Council on the transportation planning projects they are currently working on, including Highway 5/82nd Street, Engler Boulevard (County 10) and Chaska Boulevard (County 61). They are going to be going to a next phase of public meetings on these planning projects and want to make sure that they report back to you on comments that you all made previously in the planning process, and how they addressed these comments, prior to going back to the public.

February 15th: No meeting on this on this regularly scheduled evening due to it being President's Day.

February 22nd: The meeting normally held on February 15th will be held on this night. We will be having a joint training session being put on from 5:30-7 prior to the meeting with our other Commissions to get trained by the League of MN Cities on Social Media. There will be a regular meeting to follow.

In March we will get back to our normal schedule of meetings, with the first meeting in March being on March 1st. We will be having a Work Session starting at 5:45 on that night to hear from Len Simich at SW Transit about different initiatives they are currently working on, and to also get the Council's input on a process they are in the early processes of exploring now with a potential merger with Minnesota Valley Transit Authority.

We are planning on holding the February 1st meetings via Zoom, with us planning to move back to the Event Center and Zoom for the February 22nd meeting.

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

Creek Road Sewer Project

As I discussed briefly at our last Council meeting during the Planning item addressing the two Oppidan Industrial Buildings proposed to be built in Chaska Creek Industrial Park, a project that Staff is moving full speed on now to put together is the Creek Road Sewer Project. As you may remember from previous discussions we have had on Creek Road, the Sewer that is needed to serve our Commercial/Industrial properties on the West side of Highway 212 is reliant upon sewer being brought up the entirety of Creek Road from where it currently ends just north of

the VFW, and to go all the way up to Chaska Creek Boulevard in this new industrial park. This is a very expensive project (nearly \$10.5 million in total) and is difficult to construct, taking two construction seasons to complete. Up until now, while we have been designing the project to be ready to move forward when it was needed, we did not want to install it too quickly and put infrastructure in the ground until we were certain development would start and we would have a revenue stream to support the financing's debt service that will be needed on this project.

With Oppidan now moving forward with at least one of their two buildings this summer, this does give us the financial ability to move forward with this project now without having to build the project solely on speculation of development in the future and provides us with the revenue needed for the initial years of debt service until additional development will occur. This is a great opportunity for the community, as this will in essence allow us to "open up" the land adjacent to the County Road 44/212 Interchange (the land on the west side of 212) and meet one of our overall Strategic Goals which is to increase jobs and tax base in this area.

As this is a two-construction season project, and we will need to provide Oppidan with Sewer service to at least one of their buildings by the end of this year, we are now looking at constructing the Creek Road project from north to south, instead of coming from the south first. By doing this, we will be able to get the first section of sewer pipe in the ground adjacent to the Oppidan Site and run it down to just beyond where Creek Road now goes under 212, using the pipe as a Storage tank for the first several months of the industrial building being built, giving us time to complete the work all the way down the rest of Creek Road in the summer of 2022 where we would then be able to connect into our trunk sewer system. This method will allow us both to meet Oppidan's timing for construction and have time to get the entire project completed over the 2-construction season time frame. It will also allow us to avoid an approximate \$700,000 cost for a temporary lift station to serve the Oppidan site-something we would have to do if the Creek Road sewer project were not moving forward.

Over the next several weeks, you can expect to see Council items coming back on this project to prepare us for construction, including a feasibility study that will need to come before the Council to officially move this project forward. As the Council may remember, a decision was made to make Creek Road into a Regional Trail through the section of the road going through the ravine (South of the Cottrell property we purchased last year) because of the expense of putting a road back in place in this narrow right of way. This means that as we close Creek Road for construction this summer, it will no longer be an option for a different way into Downtown from the north (this will eventually be replaced by Savannah Road serving this purpose).

If you have any questions on this project, please let me know. This is a very big project for the future of Chaska and opens a significant amount of land guided for Commercial and Industrial Development up which again will help the community achieve one of its long-term strategic goals of creating both jobs and tax base.

CCC Masterplan Status

As the Council knows, one of the major initiatives we will be undertaking this year is the Master Planning process for the Chaska Community Center. This will be a comprehensive planning process not only looking at the physical asset of the CCC itself and what the community wants to see occur with this facility over the next 30 years, but will also be a comprehensive economic

analysis of this facility to help guide decision-making in the future to make sure we are taking the right steps not only to meet the community's vision for this facility, but to make sure it is economically strong as we move into the future, and can support its capital reinvestment needed to keep it a quality facility.

Staff recently started the preliminary work to move this planning process forward by bringing in our financial advisors at Baker Tilley to help us create a financial model that not only can easily illustrate to people where we are now, and what it would look like in the future if we did not do proper planning, but also create a tool for us to use during the master planning process to show the impact of different decisions we might make during the Master Planning process and the impact that would have looking into the future. We had Baker Tilley do a similar financial model for our SW Chaska Development and infrastructure that will be needed there. It has proved to be a valuable tool in planning out decisions and understanding the financial impacts of these decisions.

As it will take Baker Tilley some time to get this model together, we wanted to bring them in a couple of months prior to us starting the actual Master Planning process to be prepared when we start.

If there are any questions on this, do not hesitate to ask.

Dispatch Study

One smaller project that Staff is currently working on in partnership with the City of Chanhassen and the Carver County Sheriff's Office is looking at our current dispatch model (911 Dispatch) and what things might need to change in future years to both meet the needs of increasing calls in our communities as they grow, but to also be able to support the structure of relying more on Duty-Crews in our Fire Departments so we do not have to have all firefighters get called to every call. Ultimately, we see the Duty Crew model as being a tool to help preserve our volunteer Paid-on-Call system we currently have in place to avoid having to go to full-time fire departments which can be extremely expensive to staff. Dispatch services become an important part of meeting this goal and are important to understand to meet this objective. For that reason, Chaska, Chanhassen, and the Sheriff's Office have agreed to work together to have a consultant come in to review our current system and make recommendations back about what steps we may need to plan for in the future. We are looking at starting this study in early March and would hope that by early summer we have something to report back to each of our governing bodies. I wanted to make sure that you all knew we were currently working to get this done, and to provide the opportunity to ask any questions should you have them. Feel free to reach out to me if you do have any questions.

Stuff the Bus Event

The Chaska Cares team, along with the Carver County Resilience Group and SW Transit, will be having a "Stuff the Bus" event next Saturday, February 6th at Coopers and Cub Foods. This event will be an opportunity for people going into the store to get a list of items that are needed, and to challenge them to purchase several of these items to put on the bus as they come out of the store. Being the weekend of the "Big Game", this will be a football-themed event with people purchasing 3 items getting a field goal and those purchasing all 7 items a

touchdown. We would encourage all residents who can to participate. The busses will be there from 10 am-2 pm. Thanks to everyone who has worked to put this event together!

**CITY OF CHASKA
MEMORANDUM**

**TO: Mayor and City Council Members
Matt Podhradsky, City Administrator**

FROM: Noel Graczyk, Administrative Service Director

DATE: Monday February 1, 2021

RE: Investment Report for Fourth Quarter 2020

This investment report covers the three-month period ending December 31, 2020 and provides an overview of all City investment activity. This report is based on preliminary financial records that have not yet been reviewed by the City's independent auditor.

City investments are managed with an emphasis on safety and security of invested principal. These two objectives are intended to reduce the risk of loss of principal. Additional investment objectives include liquidity for overall City cash-flow needs, marketability of securities held by the City, and return on investment.

Investments are placed both externally and through interfund loans made between City funds. Interfund loans provide funding resources for City activities that have been previously committed or completed by the City. The total of all City investments as of the end of the reporting period is \$61.6 million and consists of the following internal and external positions.

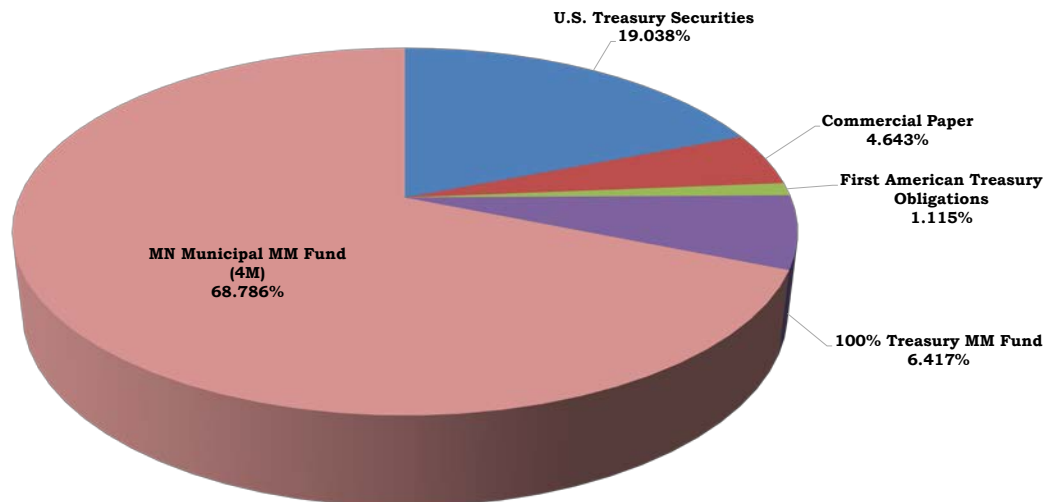
External Deposits and Investments	\$	56,530,443.16
Internal Funding - Interfund Loans		5,095,143.19
Total All City Investments:	\$	61,625,586.35

The \$56.5 million in external deposits and investments have been placed using various securities. To reduce credit risk (the risk of principal not being returned) investment positions are placed in securities with high quality credit ratings. Most securities also have active secondary markets, providing for liquidity.

To reduce interest rate risk (the loss of value due to changes in interest rates) investments are placed using money market type funds or are invested in securities with a final maturity less than five (5) years. Many securities with a final maturity greater than two (2) years out include a call provision.

The following table and chart summarize the type of investments in which the City holds a position and the associated risk levels.

City of Chaska Cash & Investments December 31, 2020						
Investment Type	Credit Risk		Interest Risk - Maturity Duration in Years			Total
	Rating	Agency	Less Than 1 (<12/31/2021)	1 to 5 (01/01/2022 -12/31/2026)	More than 5 (>12/31/2026)	
U.S. Treasury Securities	N.R.	N.R.	\$ 9,912,425.28	\$ -	\$ -	\$ 9,912,425.28
Commercial Paper	A+	S&P	2,417,542.13	-	-	2,417,542.13
Investments in Mutual Funds & Money Markets						
First American Treasury Obligations	AAAm	S&P	N/A	N/A	N/A	580,672.33
100% Treasury MM Fund	AAAm	S&P	N/A	N/A	N/A	3,341,274.15
MN Municipal MM Fund (4M & 4M Plus)	N.R.	N.R.	N/A	N/A	N/A	35,813,576.92
Total Investments:			\$ 12,329,967.41	\$ -	\$ -	\$ 52,065,490.81
Unclassified Demand Deposits:						2,993,325.14
Total Deposits and Investments at Book Value:						\$ 55,058,815.95
Net Adjustment for Checks and (Deposits) in Transit:						1,471,627.21
Deposits and Investments:						\$ 56,530,443.16



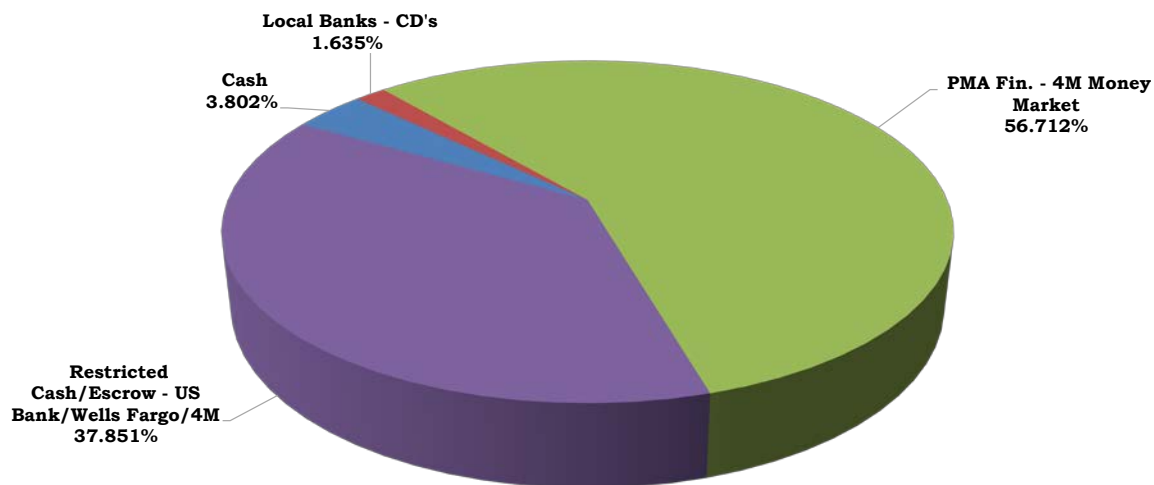
Deposits and investments are placed using local banks, escrow agents and investment brokers. The City practice is to deposit up to \$250,000 in certificates of deposits (CDs) with each bank that maintains a local branch office within the City. These deposits are fully insured by the FDIC. Deposits with a local bank more than the FDIC limit of \$250,000 are fully collateralized by the bank pledging to a third party, on behalf of the City, securities that ensure the safety of City deposits.

Investments placed through an escrow agent invest bond proceeds held for future project activity or that have been pledged for future bond refunding payments. Bond proceeds held by escrow agents are invested in money market mutual funds, guaranteed investment contracts (GIC), commercial paper, or U.S. government agencies. All four (4) types of securities provide a high level of liquidity to meet payment demands.

Third party investment dealers are used to gain access to money market type funds or direct placement of securities. The following table and chart summarize the third parties used by the City to place investments.

**City of Chaska
Cash & Investments by Source
4Q/2020**

Cash - Reconciled	\$	2,093,325.14
Investments		
Security Bank-CD	\$	225,000.00
Charter Bank-CD		225,000.00
Old National Bank-CD		225,000.00
Bank Vista-CD		225,000.00
PMA Fin. - 4M Money Market		31,225,183.02
Restricted Cash / Escrow		
US Bank	\$	12,910,639.74
Wells Fargo		3,341,274.15
PMA Fin. - 4M Money Market		4,588,393.90
Total Cash & Investments by Source:	\$	55,058,815.95



The managed investment portfolio is the portion of the deposits and investments that City staff invests, as needed, on an ongoing basis. The managed investments portfolio is what remains after deducting deposits and investments that have been restricted.

The managed investment portfolio at \$32.1 million is determined as follows.

External Deposits and Investments	\$	56,530,443.16
Less Invested Bond Proceeds		(4,588,393.90)
Less Required Cash in Escrow		(16,251,913.89)
Total Managed Cash & Investments:	\$	35,690,135.37
Less Cash in Deposit Accounts	\$	(3,564,952.35)
Total Managed Investments:	\$	32,125,183.02

The investment portfolio generated earnings for the period of \$5,343.51, which is \$2,062.00 less than compared to the prior quarter. The portfolio also saw no change in fair value due to the City not currently having any RBC investments. The overall earnings and changes in fair value are summarized in the following table.

**City of Chaska
General Investments
12/31/2020**

	10/1/2019 12/31/2019	1/1/2020 3/31/2020	4/1/2020 6/30/2020	7/1/2020 9/30/2020	10/1/2020 12/31/2020
Beginning Fair Value	\$ 14,610,089.87	\$ 28,684,891.76	\$ 28,684,891.76	\$ 24,333,051.11	\$ 24,323,026.26
Beginning Weighted Avg Mat.	10.4 Months	4.3 Months	2.9 Months	3.0 Months	2.9 Months
Ending Fair Value	\$ 28,684,891.76	\$ 28,684,891.76	\$ 24,333,051.11	\$ 24,302,281.93	\$ 32,125,183.02
Earnings for Period	82,119.45	85,446.97	18,810.60	7,405.51	5,343.51
Change in Fair Value for Period	18,274.55	7,240.00	(510.00)	-	-
Year to Date Earnings	295,634.49	85,446.97	104,257.57	111,663.08	117,006.59
Year to Date Change Fair Value	143,312.32	7,240.00	6,730.00	6,730.00	6,730.00
Ending Weighted Avg Mat.	4.3 Months	2.9 Months	3.0 Months	2.9 Months	2.6 Months

The current holdings in the portfolios produced the following yield results.

Current Holdings	12/31/19	3/31/20	6/30/20	9/30/20	12/31/20
Average Yield	1.82%	1.81%	1.64%	1.64%	1.57%
Current Yield	1.70%	1.25%	0.13%	0.10%	0.08%
Yield to Maturity	1.64%	1.52%	0.70%	0.64%	0.48%

The average yield is the estimated average yield of all investments in the portfolio. The current yield is an estimated weighted average based on the principal size of each investment in the portfolio. The yield to maturity is an estimate of the overall portfolio yield if all items in the portfolio are held to final maturity.

The following table is a detailed listing of all deposits and investments held by the City.

City of Chaska Cash & Investments by Source 4Q/2020			
Bank/Dealer	Investment	Fair Market 4Q/2020	Estimated Yield
Restricted Cash and Investments			
Invested Bond Proceeds			
PMA Financial	Money Market Account (4M)	\$ 4,588,393.90	0.020%
Total Invested Bond Proceeds:		\$ 4,588,393.90	
Required Escrow Accounts			
US Bank	First American Treasury Obligations	-	
US Bank	Escrow invested in Commercial Paper	-	
US Bank	Escrow invested in Commercial Paper	1,117,392.68	
US Bank	Escrow invested in Commercial Paper	880,006.28	
US Bank	Escrow invested in Commercial Paper	311,174.67	
US Bank	Escrow invested in Commercial Paper	108,968.50	
US Bank	First American Treasury Obligations	21.44	
US Bank	First American Treasury Obligations	126.37	
US Bank	First American Treasury Obligations	243,180.04	
US Bank	First American Treasury Obligations	103,007.81	
US Bank	US Treasury Securities	9,912,425.28	
US Bank	First American Treasury Obligations	234,336.67	
Wells Fargo	Escrow invested in Money Market	3,341,274.15	
Total Required Escrow Accounts:		\$ 16,251,913.89	
Total Restricted Cash and Investments:		\$ 20,840,307.79	
General Cash and Investments			
Investments			
PMA Financial	Money Market Account (4M)	\$ 21,145,280.62	0.020%
PMA Financial	Money Market Account (4MPlus)	10,079,902.40	0.050%
Local Banks	CDs	900,000.00	0.40% - 3.00%
Total General Investments:		\$ 32,125,183.02	-
Deposits			
OldNationalBank	Demand Deposit	\$ 3,564,952.35	0.010%
Total General Cash and Investments:		\$ 35,690,135.37	
TOTAL CASH AND INVESTMENTS:		\$ 56,530,443.16	

This report has been prepared with the assistance of Kelly Grinnell, Finance Manager, Lisa Nelson, Controller, and Matt Burt, Accountant who work with me on an ongoing basis to manage overall City deposits and investments.

Please contact me if I may be of any assistance in your review of this report.