Work Session
Budget for Community Center
5:45 - 7:00 PM

AGENDA
CHASKA CITY COUNCIL
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM
Monday, December 5, 2022
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adopt Agenda
5. Visitor Presentation
   - 5.A. Lost and Found Cat Volunteer - Linda Hoffman
6. Approve Previous Meeting Minutes
7. Consent Items
   - 7.A. Adopt Ordinance # 2022-1026 - 2023 Development Fees, Planning Application Fees, Building and Fire Permit Fees
   - 7.B. Letters of Support for Corridors of Commerce Program—Highway 212 and Highway 5
   - 7.C. 2023 Business License Renewals
   - 7.D. Adopt Resolution 2022-141 in Support of a Pre-Development Application to the Carver County CDA
   - 7.E. Adopt Resolution No. 2022-142 Grant Application for the Circle the Brick Regional Trail
8. Action Items
   - 8.A. Truth and Taxation Public Hearing
   - 8.B. Temporary Transfer Authority Public Hearing and Resolution 2022-140

9. Bills

    9.A. ACCOUNTS PAYABLE CLAIMS ROSTER 12-5-2022

10. Other Business

    10.A. City Administrator's Report

        10.A.i. Biweekly Report 12-5-2022

11. Adjourn

REQUEST FOR ACTION
CHASKA CITY COUNCIL
DECEMBER 5, 2022

Subject: 2023 Development Fees, Planning Application Fees, Building and Fire Permit Fees

Prepared By: Nate Kabat, Community Development Director

Background

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

2023 Development, Planning, Building Inspection and Fire Fees

City Ordinance provides that annually the City of Chaska will review its water, sewer, sanitary sewer, and storm sewer connection charges. It is recommended that the Development and Planning fees and Rental Dwelling License fees be increased by three percent (3%), to cover increased costs and other inflationary factors for 2023.

Building permit fees underwent a thorough market adjustment in 2021 for the current 2022 fees. As a result, no change is recommended for 2023. Looking towards 2024, staff will continue to evaluate recommended changes at that time.

The changes to the fee structure would be effective January 1, 2023.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Ordinance 2022-1026, establishing the 2023 Development, Planning Application, Building Inspection, and Fire Fees.

CITY OF CHASKA
ORDINANCE MC 2022-1026

AMEND CHAPTER 5 AND CHAPTER 11 OF THE CODE OF ORDINANCES TO INCLUDE 2023 DEVELOPMENT FEES

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

WHEREAS, review of these fees have recently been completed; and
WHEREAS, it is recommended that the fees be increased to cover increased costs and other inflationary factors for 2023; and
WHEREAS, staff recommends an adjustment in the fees, to offset expenditures in the provision of these services, said fee increases to become effective January 1, 2023.

NOW THEREFORE, be it ordained by the Council of the City of Chaska, in the State of Minnesota, as follows: Chapter 5 and Chapter 11 be amended to include development fee changes.

SECTION 1: **AMENDMENT** "5.48.010 Development Area Fees" of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.48.010 Development Area Fees

Development Area Fees:

Water Area	$2,730 per acre
Sanitary Sewer Area	$3,664 per acre
Storm Water Area - Commercial	$19,045 per acre
Storm Water Area - Industrial	$13,173 per acre
Storm Water Area – Single Family Residential	$8,287 per acre
Storm Water Area – Multi-Family Residential	$11,217 per acre
Park Dedication – Commercial & Industrial	$11,810 per acre
Park Dedication – Single Family & Duplex	$4,080 per unit
Park Dedication – Multi-Family/ 3 or more units	$1,876 per unit
Trails – One & Two family dwellings	$454 per unit
Trails – Townhouse (detached)	$363 per unit
Trails – Townhouse (attached)	$363 per unit
Trails - Apartments	$276 per unit
Trails - Commercial & Industrial	$1,360 per acre
Underground Electrical – Single Family	$333 – $473 per lot
Street - Name Sign	$66 each
Street - Traffic Sign	$200 each

AFTER AMENDMENT

5.48.010 Development Area Fees

Development Area Fees:

Water Area	~~$2,730~~$2,812 per acre
Sanitary Sewer Area	~~$3,664~~$3,774 per acre
Storm Water Area - Commercial	~~$19,045~~$19,616 per acre
Storm Water Area - Industrial	~~$13,173~~$13,568 per acre
Storm Water Area – Single Family Residential	~~$8,287~~$8,536 per acre
Storm Water Area – Multi-Family Residential	~~$11,217~~$11,554 per acre
Park Dedication – Commercial & Industrial	~~$11,810~~$12,164 per acre
Park Dedication – Single Family & Duplex	~~$4,080~~$4,202 per unit
Park Dedication – Multi-Family/ 3 or more units	~~$1,876~~$1,932 per unit
Trails – One & Two family dwellings	~~$454~~$468 per unit
Trails – Townhouse (detached)	~~$363~~$374 per unit
Trails – Townhouse (attached)	~~$363~~$374 per unit
Trails - Apartments	~~$276~~$284 per unit
Trails - Commercial & Industrial	~~$1,360~~$1,400 per acre
Underground Electrical – Single Family	~~$333 – $473~~$343-$384 per lot
Street - Name Sign	~~$66~~$68 each
Street - Traffic Sign	~~$200~~$206 each

SECTION 2: **AMENDMENT** "5.48.020 Connection Charges (Paid With Building Permit)" of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.48.020 Connection Charges (Paid With Building Permit)

Connection Charges (Paid With Building Permit):

Water Connection	$4,578 per SAC unit
Sanitary Sewer Connection	$3,756 per SAC unit
Metropolitan Council Environmental Service (MCES) SAC	$2,485 per SAC unit

AFTER AMENDMENT

5.48.020 Connection Charges (Paid With Building Permit)

Connection Charges (Paid With Building Permit):

Water Connection	~~$4,578~~$4,715 per SAC unit
Sanitary Sewer Connection	~~$3,756~~$3,869 per SAC unit
Metropolitan Council Environmental Service (MCES) SAC	$2,485 per SAC unit

SECTION 3: **AMENDMENT** "5.48.030 Planning Application And Processing Fees" of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

5.48.030 Planning Application And Processing Fees

Planning Application And Processing Fees:

Case Type:	Application Fee	Plus	Processing Fee
Concept Plan/Rezoning/Comprehensive Plan amendment – residential (1-10 units)	$448 + $12.36/unit	+	$396
Concept Plan/Rezoning/Comprehensive Plan amendment – residential (11+ units)	$619 + $12.36/unit	+	$396
Concept Plan/Rezoning/Comprehensive Plan amendment – Commercial/Industrial (0-3.0 acres)	$619 + $66.80/acre	+	$630
Concept Plan/Rezoning/Comprehensive Plan amendment – Commercial/Industrial (3.1+ acres)	$826 + $66.79/acre	+	$630
Preliminary Plat	$619 + $25.49/acre + $12.03/lot	+	$1,279
Final Plat	$242 + $7.59/lot	+	$741
Variance (residential)	$192	+	$404
Variance (commercial/industrial)	$323	+	$476
Variance (with site & building plan review)	$192	+	$0
Lot consolidation/division or vacation (residential)	$192	+	$242
Lot consolidation/division or vacation (commercial/industrial)	$323	+	$469
Special Use Permit – residential	$248	+	$397
Special Use Permit – commercial/industrial	$385	+	$741

Special Use Permit – pylon sign	$256	+	$242
Special Use Permit – dish antenna/tower	$192	+	$242
Site & Building Plan – single family & townhouse	$358 + $8.71/unit	+	$899
Site & Building Plan – addition (multi-family)	$245	+	$500
Site & Building Plan – addition (commercial/industrial)	$385	+	$741
Site & Building Plan – new (multi-family)	$486 + $18.57/unit	+	$899
Site & Building Plan – new (commercial/industrial)	$620	+	$1,241
Mining/Filling	$692	+	$0
PUD's – Residential (Concept)	$612 + $12.61/unit	+	$741
PUD's – Residential (Preliminary)	$385 + $12.61/acre	+	$486
PUD's – Residential (Rezoning)	$385 + $12.61/acre	+	$486
PUD's – Residential (Final)	$242 + $5.09/acre	+	$388
PUD's – Other (Concept)	$869 + $25.49/acre	+	$1,234
PUD's – Other (Preliminary)	$496 + $12.61/acre	+	$871
PUD's – Other (Rezoning)	$498 + $12.61/acre	+	$871
PUD's – Other (Final)	$237 + $8.44/acre	+	$397
Mailing List (preparation)	$0	+	$121
Sign Permit (wall sign)	$102	+	$0
Permit (monument sign)	$204	+	$0

AFTER AMENDMENT

5.48.030 Planning Application And Processing Fees

Planning Application And Processing Fees:

Case Type:	Application Fee	Plus	Processing Fee
Concept Plan/Rezoning/Comprehensive Plan amendment – residential (1-10 units)	~~$448~~$461 + ~~$12.36~~$12.73/unit	+	~~$396~~$408
Concept Plan/Rezoning/Comprehensive Plan amendment – residential (11+ units)	~~$619~~$638 + ~~$12.36~~$12.73/unit	+	~~$396~~$408
Concept Plan/Rezoning/Comprehensive Plan amendment – Commercial/Industrial (0-3.0 acres)	~~$619~~$638 + ~~$66.80~~$68.08/acre	+	~~$630~~$649
Concept Plan/Rezoning/Comprehensive Plan amendment – Commercial/Industrial (3.1+ acres)	~~$826~~$851 + ~~$66.79~~$68.79/acre	+	~~$630~~$649
Preliminary Plat	~~$619~~$638 + ~~$25.49~~$26.25/acre + ~~$12.03~~$12.39/lot	+	~~$1,279~~$1,317
Final Plat	~~$242~~$249 + ~~$7.59~~$7.82/lot	+	~~$741~~$763
Variance (residential)	~~$192~~$198	+	~~$404~~$416
Variance (commercial/industrial)	~~$323~~$333	+	~~$476~~$490
Variance (with site & building plan review)	~~$192~~$198	+	$0
Lot consolidation/division or vacation (residential)	~~$192~~$198	+	~~$242~~$249
Lot consolidation/division or vacation (commercial/industrial)	~~$323~~$333	+	~~$469~~$483
Special Use Permit – residential	~~$248~~$255	+	~~$397~~$409
Special Use Permit – commercial/industrial	~~$385~~$397	+	~~$741~~$763
Special Use Permit – pylon sign	~~$256~~$264	+	~~$242~~$249
Special Use Permit – dish antenna/tower	~~$192~~$198	+	~~$242~~$249
Site & Building Plan – single family & townhouse	~~$358~~$369 + ~~$8.71~~$8.97/unit	+	~~$899~~$926
Site & Building Plan – addition (multi-family)	~~$245~~$252	+	~~$500~~$515
Site & Building Plan – addition (commercial/industrial)	~~$385~~$397	+	~~$741~~$763
	~~$486~~$501 +		

Site & Building Plan – new (multi-family)	~~$18.57~~$19.13/unit	+	~~$899~~$926
Site & Building Plan – new (commercial/industrial)	~~$620~~$639	+	~~$1,241~~$1,278
Mining/Filling	~~$692~~$713	+	$0
PUD's – Residential (Concept)	~~$612~~$630 + ~~$12.61~~$12.99/unit	+	~~$741~~$763
PUD's – Residential (Preliminary)	~~$385~~$397 + ~~$12.61~~$12.99/acre	+	~~$486~~$501
PUD's – Residential (Rezoning)	~~$385~~$397 + ~~$12.61~~$12.99/acre	+	~~$486~~$501
PUD's – Residential (Final)	~~$242~~$249 + ~~$5.09~~$5.24/acre	+	~~$388~~$400
PUD's – Other (Concept)	~~$869~~$895 + ~~$25.49~~$26.25/acre	+	~~$1,234~~$1,271
PUD's – Other (Preliminary)	~~$496~~$511 + ~~$12.61~~$12.99/acre	+	~~$871~~$897
PUD's – Other (Rezoning)	~~$498~~$513 + ~~$12.61~~$12.99/acre	+	~~$871~~$897
PUD's – Other (Final)	~~$237~~$244 + ~~$8.44~~$8.69/acre	+	~~$397~~$409
Mailing List (preparation)	$0	+	~~$121~~$125
Sign Permit (wall sign)	~~$102~~$105	+	$0
Permit (monument sign)	~~$204~~$210	+	$0

SECTION 4: **AMENDMENT** "11.04.060 Table 1-A Building And Fire Permit Fees" of the City of Chaska Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

11.04.060 Table 1-A Building And Fire Permit Fees

Permit fees shall be assessed for work governed by this Code in accordance with the fee schedule adopted by the City of Chaska in Code of Ordinances, Table 1-A and included in this ordinance. When submittal documents are required, a plan review fee shall be collected at 50% for residential plans and 65% for commercial/industrial plans of the normal building permit fee. The plan review fees specified in this section are separate fees from the permit fees specified and are in addition to the permit fees. In addition, a surcharge fee shall be collected on all permits issued for work governed by this Code in accordance with Minn. Stat. § 326B.148.

Table 1-A: Building Permit Fees

Total Valuation	Fee
$1.00 to $500.00	$28.00 Minimum $60 plus State Surcharge
$501.00 to $2,000.00	$28.00 for the first $500.00 plus $3.70 for each additional $100.00, or fraction thereof, to and including $2,000.00.
$2,001.00 to $25,000.00	$83.50 for the first $2,000.00 plus $16.55 for each additional $1,000.00, or fraction thereof, to and including $25,000.00.
$25,001.00 to $50,000.00	$464.15 for the first $25,000.00 plus $12.00 for each additional $1,000.00, or fraction thereof, to and including $50,000.00.
$50,001.00 to $100,000.00	$764.15 for the first $50,000.00 plus $8.45 for each additional $1,000.00, or fraction thereof, to and including $100,000.00.
$100,001.00 to $500,000.00	$1,186.65 for the first $100,000.00 plus $6.75 for each additional $1,000.00, or fraction thereof, to and including $500,000.00.
$500,001.00 to $1,000,000.00	$3,886.65 for the first $500,000.00 plus $5.50 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00.
$1,000,001.00 and up	$6,636.65 for the first $1,000,000.00 plus $4.50 for each additional $1,000.00, or fraction thereof.

State Surcharge Computation

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

Flat Fees

Re-Roof	$95.00 + State Surcharge
Re-side	$95.00 + State Surcharge
Windows/Doors	$95.00 + State Surcharge
Plumbing - residential existing	$60.00 Minimum + State Surcharge (using 1.5% of value)
Plumbing - residential new	$215.00 Minimum + State Surcharge
Pools – above ground	$125.00 + State Surcharge
Pools – below ground	$300.00 + State Surcharge
Fireplace	$95.00 + State Surcharge
Basements (Finish/Remodel)	$16.00/square foot + State Surcharge
Decks (existing homes)	$20.00/square foot + State Surcharge
Manufactured Homes	$195.00 + State Surcharge
House – move	$200.00 + State Surcharge
House – demolition	$125.00 + State Surcharge
Minimum Building Permit Fee	$60.00
Technology (Fee)	$5.00/permit

New Home Permit Valuation

Housing - attached	
Housing – detached	
Basement - finished	
Basements – unfinished/crawl space/slab on grade	
Garage – wood frame	$45.00/square foot
Garage – slab on grade	$22.00/square foot $30.00/square foot$22.00/square foot
Porch – 3 season	$109.00/square foot$47.00/square foot
Porch – screen porch	$32.00/square foot
Porch – front stoop	$15.00/square foot$118.00/square foot$32.00/square foot
DecksDecks (new homes)	
Fence (zoning permit)	$10.00
Residential Mechanical/Plumbing	
Commercial Mechanical/Plumbing	

Other Inspections and Fees:

A. Inspections outside of normal business hours (per hour) (minimum charge—two hours) ..... $47.00 [1]
B. Reinspection fees assessed under provisions of CMCO 11.04.020 (per hour) ..... $47.00 [1]
C. Inspections for which no fee is specifically indicated (per hour) (minimum charge—one-half hour) ..... $47.00 [1]
D. Additional plan review required by changes, additions or revisions to plans (per hour) (minimum charge—one-half hour) ..... $47.00 [1]
E. For use of outside consultants for plan checking and inspections, or both ..... Actual costs [2]

[1] Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

[2] Actual costs include administrative and overhead costs.

F.

Rental Dwelling License Fee

Single Family Dwelling	$85.74 for entire dwelling
Duplex Dwelling	$139.33 for entire dwelling
Triplex Dwelling	$171.48 for entire dwelling
Four-Plex Dwelling	$203.63 for entire dwelling
Multi-Family Dwelling 5-11 units	$203.63 for first five units plus $42.87 each additional unit
Multi-Family Dwelling 12 or more units	$621.65 for first twelve units plus $42.87 each additional unit
Late fee (March 1st until April 1st)	50% of rental license fee
Late fee (after April 1st)	100% of rental license fee

(Ord. No. 970, Sec. 1, 11/18/19)

AFTER AMENDMENT

11.04.060 Table 1-A Building And Fire Permit Fees

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E. For use of outside consultants for plan checking and inspections, or both ..... Actual costs [2]

[1] Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

[2] Actual costs include administrative and overhead costs.

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Four-Plex Dwelling	~~$203.63~~$209.74 for entire dwelling
Multi-Family Dwelling 5-11 units	~~$203.63~~$209.74 for first five units plus ~~$42.87~~$44.16 each additional unit
Multi-Family Dwelling 12 or more units	~~$621.65~~$640.30 for first twelve units plus ~~$42.87~~$16.53 each additional unit
Late fee (March 1st until April 1st)	50% of rental license fee
Late fee (after April 1st)	100% of rental license fee

(Ord. No. 970, Sec. 1, 11/18/19)

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
12/5/2022

Subject: **Letters of Support for Corridors of Commerce Program—Highway 212 and Highway 5**

Prepared By: **Elise Durbin, Assistant City Administrator**

The Corridors of Commerce program is a funding program by the Minnesota Department of Transportation focusing on transportation investments in state highway projects. This program is not part of MnDOT's regular construction program and has specific requirements associated with it. The 2022-2023 program solicitation is currently underway, and projects are expected to be announced in spring 2023.

The Southwest Corridor Transportation Coalition is submitting an application to the program for the Highway 212 project. The Highway 212 project from the City of Cologne to the City of Norwood Young America will reconstruct the roadway from a two-lane undivided rural highway to a four-lane divided expressway starting in 2024.

Carver County is also submitting an application to the program for the Highway 5 Arboretum Area Project. The project will reconstruct and expand Highway 5 from downtown Victoria to Highway 41, as well as make intersection improvements and add bicycle and pedestrian amenities.

CITY COUNCIL ACTION REQUESTED
Motion to authorize the Mayor to sign letters of support for both the Highway 212 and Highway 5 applications to the Corridors of Commerce program.

Chaska

December 5, 2022

Patrick Weidemann
Director of Capital Planning and Programming
MnDOT Office of Transportation System Management
395 John Ireland Blvd.
St. Paul, MN 55155
Pat.weidemann@state.mn.us

Dear Mr. Weidemann,

The City of Chaska is pleased to support the US Highway 212 and County Highway 51 Intersection Freight and Safety Project for consideration of funding in the 2022 Corridors of Commerce Program. The proposed interchange project at US Highway 212 and County Highway 51 will remove a barrier to efficient freight movement and support economic vitality while addressing a high safety priority intersection with a long-term solution.

Carver County, in partnership with the Minnesota Department of Transportation (MnDOT), is planning to reconstruct and expand US Highway 212 from a two-lane rural highway to a four-lane divided expressway between County Highway 34 in Norwood Young America and County Highway 36 in Cologne starting in 2024. Extensive corridor planning has taken place and project development and design work are well underway to bring forward an innovative, cost-effective approach to expand US Highway 212. The addition of an interchange at US Highway 212 and County Highway 51 will complete the freight mobility and safety vision for long-term improvements to this corridor.

US Highway 212 is part of the National Highway System and is one of the most important economic and freight highway corridors in the State of Minnesota and the Upper Midwest region, connecting the Twin Cities to South Dakota and beyond. US Highway 212 is identified by MnDOT in the Minnesota State Freight Investment Plan as a Critical Rural Freight Corridor. The corridor provides a connection for agricultural and industrial traffic to and from the Twin Cities Metropolitan area, which is emphasized by the Metropolitan Council's prioritization of the highway as a "Tier One Truck Corridor".

The City of Chaska endorses and supports the Southwest Corridor Transportation Coalition's funding request to the 2022 Corridors of Commerce Program for the US Highway 212 and County Highway 51 Intersection Freight and Safety Project and urges decision makers to prioritize the project for funding.

Sincerely,

Mark Windschitl
Mayor

City of Chaska Minnesota | One City Hall Plaza 55318-1962 | Phone 952-448-9200 | Fax 952-448-9300 | www.chaskamn.gov

Chaska

December 5, 2022

Patrick Weidemann
Director of Capital Planning and Programming
MnDOT Office of Transportation System Management
395 John Ireland Blvd.
St. Paul, MN 55155
Pat.weidemann@state.mn.us

Dear Mr. Weidemann,

The City of Chaska is pleased to support the Highway 5 Arboretum Area Project for consideration of funding in the 2022 Corridors of Commerce Program. The project will include highway reconstruction and expansion, intersection improvements, and bicycle and pedestrian amenities from the east side of downtown Victoria to west of Highway 41 in Chanhassen. This is a high priority project to address critical transportation system needs on a trunk highway and regional thoroughfare. Once funded and constructed, the Project will provide safer, faster, and more reliable movement of goods and people through Carver County and the metropolitan region.

The project was identified as a priority through the adopted Arboretum Area Transportation Plan, a two-year corridor study partnership and public engagement visioning project with the Minnesota Department of Transportation (MnDOT), the City of Victoria, the City of Chaska, and the City of Chanhassen to identify transportation system improvements in the area of the Minnesota Landscape Arboretum including Highway 5, Highway 41, Rolling Acres Road, Bavaria Road, and 82nd Street West. The plan includes an implementation framework with estimated improvement costs, project sequencing, and timeframes to guide capital improvement planning for Carver County, MnDOT, the City of Victoria, the City of Chaska, the City of Chanhassen, and their partners for improvements along Highway 5, Highway 41, Rolling Acres Road, Bavaria Road. The proposed project is to fund and construct the community-adopted vision for Highway 5 in this corridor through implementation of the Arboretum Area Transportation Plan vision.

The City of Chaska endorses and supports Carver County's funding request to the 2022 Corridors of Commerce Program for the Highway 5 Arboretum Area Project and urges decision makers to prioritize the project for funding.

Sincerely,

Mark Windschitl
Mayor

REQUEST FOR ACTION
CHASKA CITY COUNCIL
12/5/2022

Subject: 2023 Business License Renewals

Prepared By: Denise Beebe, Senior Clerk

<u>Business License Renewals:</u>
It is time to renew annual business licenses for Games of Skill, Refuse Haulers, Massage Therapists, Massage Therapy Commercial Business Sites, and Tobacco Sale for the upcoming business license period beginning January 1, 2023, and ending December 31, 2023.

All licenses/registrations are set forth and listed below. The fees remain the same as last year. All businesses/individuals who had licenses last year were contacted by mail and requested to return their renewal paperwork by November 23rd. The following businesses/individuals have returned their paperwork and payments.

In 2022 there were 7 refuse haulers utilizing a total of 67 trucks, 18 businesses selling tobacco, 3 games of skill vendors servicing 8 locations, 2 massage therapy business license, and 8 individual licensed massage therapists.

In additional there was a total of 55 solicitors, 6 peddlers, 34 transient permits, 2 transient accommodations, and 34 golf cart permits sold.

<u>2023 Business Applicants and Fees:</u>
The following is the list of businesses requesting permits as of December 5, 2022, for the year 2023. All the game of skill, massage therapists and massage therapy business renewal applications have been received. Those remaining with outstanding renewal applications are 3 for tobacco and 2 refuse haulers.

Refuse Haulers: $56 per vehicle
Aspen Waste Systems – 4 Vehicles
Curbside Waste Inc. – 1 Vehicle
Dick's Sanitation Service – 6 Vehicles
Republic Services – 24 Vehicles
Suburban Waste – 8 Vehicles

<u>Outstanding:</u>
Waste Management – 6 Vehicles
Randy's Sanitation – 14 Vehicles

Games of Skill: $16 per unit/$16 site
Superior Vending=1 site/8 units $144
Theisen Vending=1 site/ 3 units $64
Mendota Valley Amusement=
6 sites/28 unites $448

Massage Therapists: $112.00
11 Individuals
Massage Therapy Business $300
Royal Massage
Bee Well Massage

Tobacco Licenses: $222
Chaser's Beverage Center
Chaska Market
Cooper's Foods
Cub Foods
Cy's Liquors
Hazeltine Golf Course
Holiday Station Store #67
Holiday Station Store #340
Kwik Trip
Oak 19
River City Liquors
Speedway #4507
Speedway #4519
Oak 19 Fare & Refreshment
Chaska Smoke Shop
Downtown Smoke Shop
Anna Tobacco

Outstanding:
Dolce Vita Wine Shop
MGM Wine & Spirits
Walgreens

Solicitors/Peddlers/Transients: $100
(Some fees are waived due to City/CCC hosted events or Interstate Commerce groups)

Golf Cart Permits: $30
32 permits

Transient Accommodations:
Level I=$300, Level II =$600
Super 8
TownSquare Place

Total Revenue as of 12-5-22

Refuse Haulers -	**$ 2,408**
Tobacco Venders -	**$ 3,774**
Games of Skill -	**$ 752**
Massage Therapy -	**$ 1,832**
Solicitors/Peddler/Trans.	**$ 9,103**
Transient Accommodations	**$ 1,200**
Golf Cart Permits	**$ 960**
Total:	**$20,029**
Outstanding Owed Yet	$ 1,786
Grand Total:	**$21,815**

This would be an increase of $2907 from last year.

CITY COUNCIL ACTION REQUESTED

Motion to approve the 2023 Business Licenses to include games of skill, refuse haulers, massage therapists, tobacco sales, solicitors/peddlers/transients and golf cart permits effective January 1, 2023 through December 31, 2023.

REQUEST FOR ACTION
CHASKA CITY COUNCIL
12/5/2022

Subject: **Resolution 2022-141 in Support of a Pre-Development Application to the Carver County CDA**

Prepared By: Elise Durbin, Assistant City Administrator

Background

Laketown Township has approached the city about an application of funds to the Carver County CDA's Community Growth Partnership Initiative under their Pre-Development Grant program. The project for which funds are being sought is for a comprehensive feasibility study in Laketown Township to evaluate and plan for the rehabilitation/replacement of their existing sewer system.

The existing system, which was installed 45 years ago, is well beyond its life expectancy and is in need of repairs, and in places, replacement. The first step in moving forward is to complete a feasibility study. Bolton and Menk has been identified as the study engineer for this project and will be working with not only with Laketown Township on the project, but also the three annexing cities (including Chaska, Waconia and Victoria) on the study.

Recommendation

While this study will be happening for a project in Laketown Township, staff feels that it is important to support the effort because a portion of Laketown Township will eventually be annexed into the city. Given that, staff recommends adopted the attached resolution of support for a pre-development application to the Community Growth Partnership Initiative program.

<u>CITY COUNCIL ACTION REQUESTED</u>

Motion to adopt Resolution 2022-141 in support of a pre-development application to the Carver County CDA.

CITY OF CHASKA
CARVER COUNTY, MINNESOTA

<u>RESOLUTION</u>

DATE__________12/5/2022___________RESOLUTION NO.______2022-141_______

MOTION BY COUNCILMEMBER__________SECOND BY COUNCILMEMBER__________

RESOLUTION SUPPORTING A PRE-DEVELOPMENT APPLICATION TO THE CARVER COUNTY CDA'S COMMUNITY GROWTH PARTNERSHIP INITIATIVE

WHEREAS, the City of Chaska has identified a proposed project within Laketown Township, of which a portion will be annexed into the city boundaries at a future point in time, that meets the Carver County Community Development Agency (CDA) Community Growth Partnership Initiative Grant Program's purpose and criteria; and

WHEREAS, the City has established a Redevelopment Plan of which the proposed project is a component or the proposed project will help inform the creation of a future Redevelopment Plan; and

WHEREAS, the City has the capacity and capability to ensure the proposed project will be completed and administered within the Community Growth Partnership Initiative predevelopment program guidelines; and

WHEREAS, the City has the legal authority to apply for financial assistance; and

WHEREAS, the City is supportive of affordable housing and of the CDA's mission to improve the lives of Carver County residents through affordable housing and community development.

NOW THEREFORE BE IT RESOLVED that the City of Chaska approves the application for funding from the Carver County CDA Community Growth Partnership Initiative Grant program.

BE IT FURTHER RESOLVED that if the application is approved by the Carver County CDA, Matt Podhradsky, the Chaska City Administrator, is hereby authorized to execute such agreements as are necessary to receive and use the funding for the proposed project.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 5th day of December 2022.

____
Mark Windschitl, Mayor

Attest:____________________________________
Chaska Deputy Clerk

REQUEST FOR ACTION
CHASKA CITY COUNCIL
12/5/2022

Subject: Grant Application for Circle the Brick Regional Trail

Prepared By: Alex Mollenkamp, Assistant City Engineer

The city is pursuing a grant as part of the 2022 Minnesota Active Transportation Infrastructure Program for the Circle the Brick Trail that will construct two miles of new regional trail through downtown Chaska utilizing former railroad right-of-way now owned by the Carver County Regional Rail Authority. This would fill a critical gap in a Regional Bike Trail Network Tier 1 trail corridor. The associated resolution is necessary as part of the grant application

CITY COUNCIL ACTION REQUESTED
Motion to adopt Resolution No. 2022-142 to pursue a grant as part of the 2022 Minnesota Active Transportation Infrastructure Program for the Circle the Brick Trail.

CITY OF CHASKA
CARVER COUNTY, MINNESOTA

RESOLUTION

DATE__________________________________RESOLUTION NO.________________________

MOTION BY COUNCILMEMBER_____________SECOND BY COUNCILMEMBER______________

Resolution approving the Circle the Brick Regional Trail application to the 2022 Minnesota Active Transportation Infrastructure Program

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WHEREAS, the Minnesota Active Transportation Infrastructure Program provides grant funding for the construction of pedestrian and bicycle infrastructure projects that will improve transportation options and reduce vehicle miles traveled; and

WHEREAS, the program was established by the Minnesota Legislature in 2018 and is defined in Minnesota Statute 174.38; and

WHEREAS, in this funding cycle the Minnesota Department of Transportation will award $3.5 million in state funding to selected projects that will effectively address safety concerns, promote equity, and engage the community in project development; and

WHEREAS, the proposed project, the Circle the Brick Regional Trail, will construct two miles of new regional trail through Downtown utilizing former railroad right-of-way now owned by the Carver County Regional Rail Authority; and

WHEREAS, the proposed project will enter construction by the 2024 calendar year and will have a useful life of over 10 years; and

WHEREAS, the City of Chaska, as the applicant, is prepared to provide remaining funding needs, utilizing a 2020 Metropolitan Council Regional Solicitation Award, and execute the grant agreement within a timeframe to ensure the proposed project meets all program milestones and deadlines; and

WHEREAS, construction of the Circle the Brick Regional Trail will fill a vital gap in an RBTN Tier 1 Alignment and close the 5-mile continuous trail loop, connecting downtown, neighborhoods, core business areas, transit, parks, and regional and state trails for residents who rely on the ability to bike and walk to their destinations;

WHEREAS, this project will improve safety and accessibility for bicyclists and pedestrians as there is no current bicycle and pedestrian infrastructure in this corridor; furthermore, this project will be ADA compliant and separate non-motorized users from vehicle traffic; and

WHEREAS, the City the Brick Regional Trail project was shaped by the community for the community and builds off numerous past planning and engagement efforts.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Chaska hereby approves the City of Chaska's pursuit of Active Transportation funds for the Circle the Brick Trail; and

THEREFORE, BE IT FURTHER RESOLVED, the City Council of the City of Chaska recognizes that Active Transportation grants are paid on a reimbursable basis and agrees to finance the total project cost before submitting a request for reimbursement; and

THEREFORE, BE IT FURTHER RESOLVED, the City Council of Chaska is committed to the development and construction of the proposed project in a timeframe that supports grant agreement requirements; and

THEREFORE, BE IT FURTHER RESOLVED, the City Council of Chaska hereby agrees to assume full responsibility for the operation and maintenance of the property and facilities related to the aforementioned Active Transportation project.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this ___ day of December, 2022.

____
Mark Windschitl, Mayor

Attest: __________________________________
Chaska Deputy Clerk

REQUEST FOR ACTION
CHASKA CITY COUNCIL
12/05/2022

Subject: **Public Hearing: Annual Truth in Taxation Public Hearing**

Prepared By: **Matthew Podhradsky, City Administrator**

Under the Truth in Taxation process, the City and other local taxing jurisdictions are required to hold a public hearing prior to adoption of its annual tax levy and General Fund budget. This process is intended to provide citizen input prior to final development of the budget document by staff and to assure that these comments can be incorporated into staff's final budget recommendation. While this process was modified by the State Legislature in the 2009 session, reducing some of the requirements on cities for this process, the City of Chaska has chosen to follow the same process we have followed in the past to create consistency for our residents and businesses.

An additional requirement that was added for this year was to also adopt a proposed budget for the upcoming year during the Preliminary Tax Levy Establishment in September so that residents also can see on their Truth in Taxation Statements not only how much the tax levy being proposed will be, but also what the entire budget being proposed is made up of. While we have always in practice utilized a preliminary budget to determine our tax levy needs, this preliminary budget is now included with the Truth in Taxation Statements that went out a couple of weeks ago.

Presently Staff is working on preparation of the 2023 General Fund budget. While the Council will hear Staff recommendations for the General Fund budget and the 2023 tax levy at this meeting, as well as take any public comment on these recommendations, it should be noted that no formal action will be taken by the Council until the December 19th Council meeting when the final tax levy needs to be established. The purpose of this meeting would be to take comments on the proposed tax levy and budget and for the Council to provide feedback so that the budget that budget brought in front of the Council on December 19th is reflective of the direction the Council wants to go for the 2023 year.

As we discussed over the past several months, there are several things that we have looked at incorporating into our budgeting process to meet our service objectives in 2023. These have included maintaining our tax levy to support the replacement and maintenance of assets we have already invested into through a formal Capital Asset Maintenance Program (CAMP), reaffirming our policy on how we establish our tax levy in a given year by focusing more on the items that directly increase our service costs such as new growth and inflation, and planning for issues we foresee in the future so as to be prepared to address them as they come to fruition. We have also spent a considerable amount of time discussing and providing educational opportunities to residents about our proposed Building Improvement Program, which was included in the preliminary tax levy established at the September 12th meeting and was included in the Truth in Taxation Statements sent to all residents a couple of weeks ago.

Budgeting Objectives
As always, we start the budget process by focusing on the objectives that have been discussed with Council for establishment of the 2023 budget. These objectives include:

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

This last objective was added during the 2019 budget process after the completion of a Staffing Study identifying current gaps in our Staffing resource levels we will need to plan for as our community continues to grow. During the 2021 budget process, we also added to our General Fund Reserves Objective by expanding it to include developing a plan to build up our General Fund Reserves balance to targeted levels that maintain or improve our current bond ratings. As we discussed when our Auditors visited the Council earlier this summer, this is a specific goal we have made progress on since establishing it as an objective.

Budget Environment for 2023
While COVID had a large impact on the city financially during 2020 and 2021, we have seen things go somewhat back to normal with us seeing less service disruptions, less employees needing to be out for extended time periods because of COVID protocols, and new market growth occurring in the community. We have also seen slow but steady growth coming back in our recreational areas such as the Chaska Community Center (CCC), with the Curling and Event Center (CEC) being back to near normal and the Chaska Town Course (CTC) having done very well over the past year.

From a market value perspective, we are now seeing the impact of the very good residential market we saw over the past two years show up with significant increases in taxable market value in the community. This has especially occurred with existing residential properties. Taxable market values tend to lag at least a year behind when economic activity occurs, hence the reason we are now just seeing these value increases show up with large overall increases in our community's taxable market value.

This Staff report will lay out the economic environment in which our decisions for the 2023 budget will need to be made, and the initiatives the Council has discussed either continuing or starting new in 2023 to address our service needs and to meet the budgeting objectives we have set above.

Market Values

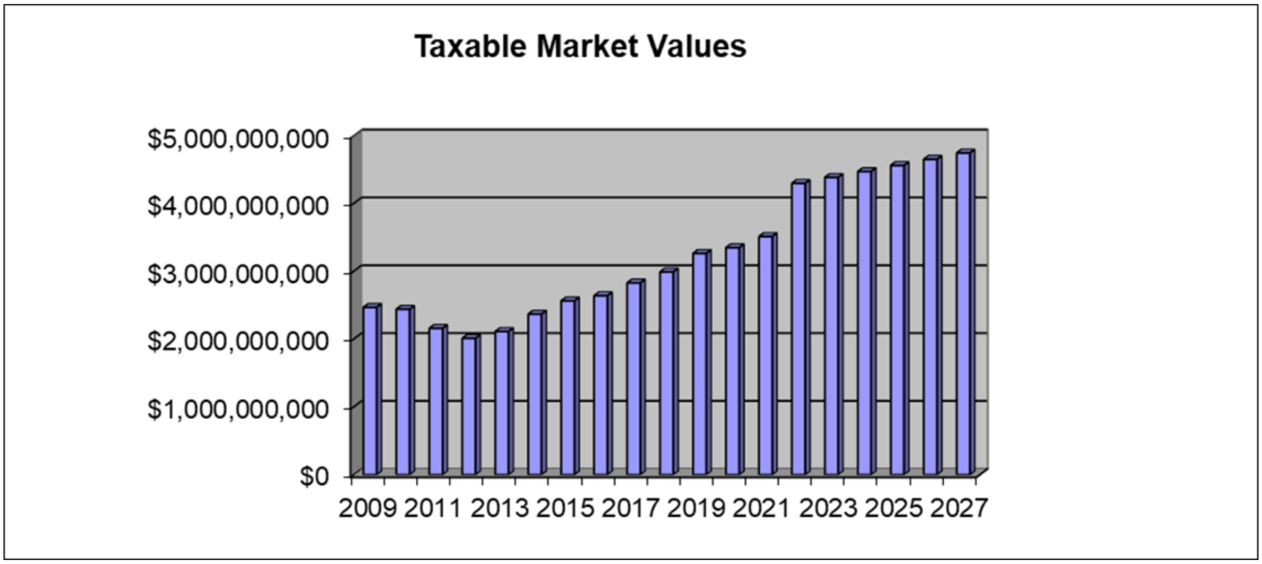
As you will see in the chart below, the City of Chaska will see a 22.35% increase in market values for 2022, which will increase our tax capacity by 24.78% for taxes payable 2023. This compares to a 4.90% increase in market values in 2021, which resulted in a 5.21% increase in tax capacity for taxes payable 2022. As this illustrates, we have seen some very robust market value growth in the community over the last year, resulting especially from the very strong residential sales market we have seen for the past 2-3 years (taxable market values typically lag what we see in the economy by about 1-2 years).

Chaska 2022 Assessment

	Residential	Commercial/Industrial	Apartment	Ag	Total
2022 EMV	**$3,295,947,000**	**$631,025,600**	**$281,134,600**	**$89,064,200**	**$4,297,171,400**
2021 EMV	**$2,645,009,100**	**$553,274,200**	**$231,767,700**	**$82,052,100**	**$3,512,103,100**
Total Value Change	$650,937,900	$77,751,400	$49,366,900	$7,012,100	$785,068,300
New Construction	**$65,868,900**	**$9,842,000**	**$545,000**	**$0**	**$76,255,900**
Market Change	$585,069,000	$67,909,400	$48,821,900	$7,012,100	$708,812,400
% New Construction	2.49%	1.78%	0.24%	0.00%	2.17%
% Market Change	22.12%	12.27%	21.07%	8.55%	20.18%
2022 Total % Change	**24.61%**	**14.05%**	**21.30%**	**8.55%**	**22.35%**

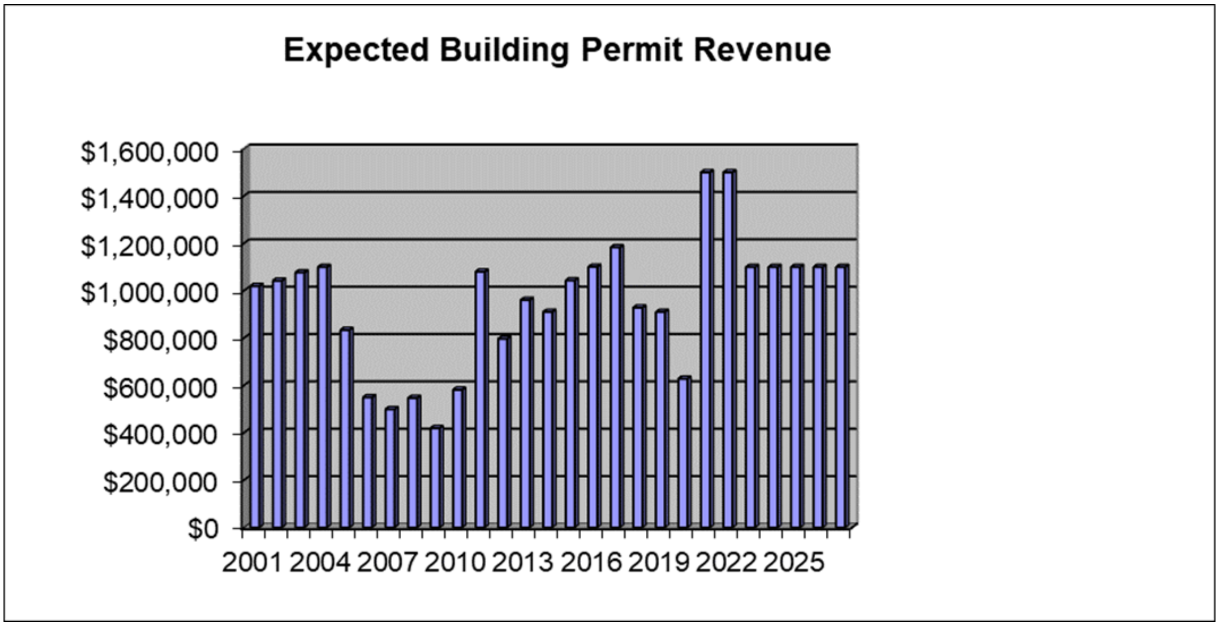
As you will see in the chart above, 2.17% of the market value increase represents new construction growth, with 20.18% being growth of market values in existing properties. Single-family residential properties saw the greatest increase in values at 24.61% overall, with about 90% of this growth occurring with existing residential properties. This market value growth is consistent with the increased activity we saw in the residential real estate market for existing properties not only in Chaska but across the Twin Cities over the past 2-3 years.

Below is chart illustrating the past 18-year history of market values in the community and a projection of what we can expect for the next five years:



Another area of fluctuation we have seen over the past several years is in Building Permit revenue, making this a very difficult number to budget. Apart from the Great Recession years of 2007-2010 where we saw a large decrease in the amount of revenue we generated through Building Permits, most years between 2001-2020 saw building permit revenues of over $800,000, with many of these years being close to $1 million.

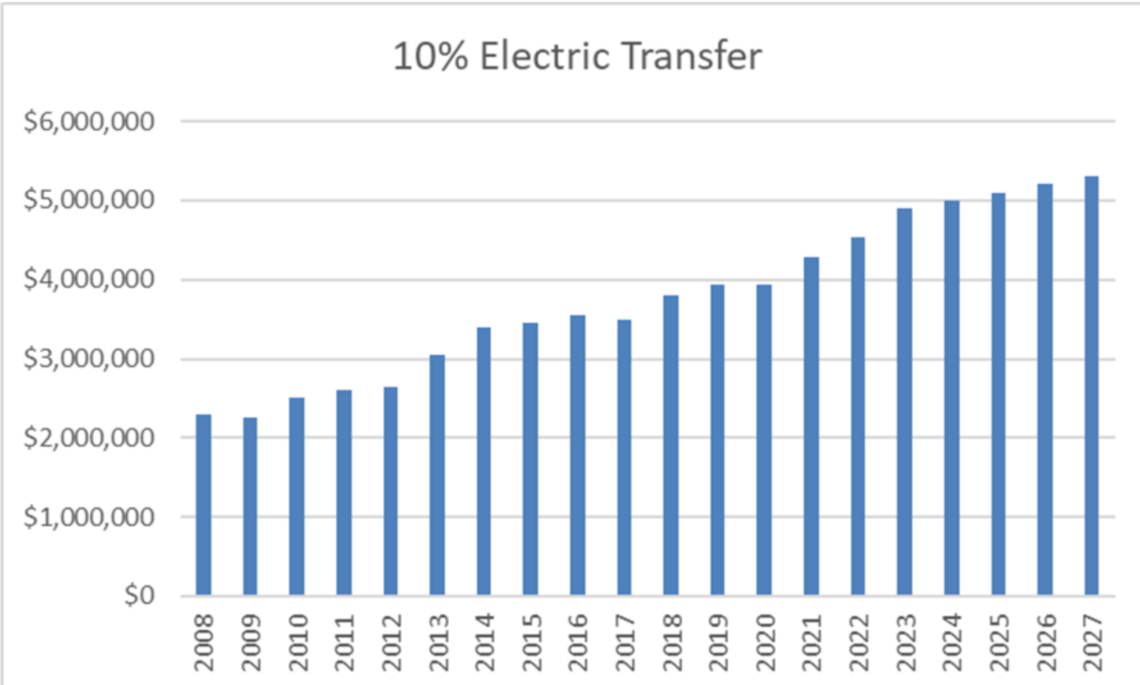
In 2021, our building permit revenue ended up being over $1.5 million. We expect that 2022 is going to end with revenue over $1.8 million. With so much change from year to year, we need to be conservative on our revenue projections for Building Permits, as losing one expected large project can have a significant impact on achieving our budgeted revenues in any given year and leave us with a hole in our budget. While we have a significant number of projects through the planning process and scheduled to start in 2023, with enough building activity to give us permit levels close to the past two years, we do want to be more conservative with our revenue projections, with us budgeting $1,035,098 million for 2023. Looking at our long-term trends, we are expecting to keep building permit levels relatively constant over the next 5-years but will keep a close eye on this activity to see if we need to make any mid-year expenditure adjustments. Below is a chart illustrating the building permit activity we expect to see:



Along with strong growth in our building permit activity, we have also seen a large increase in electric load in the community over the past decade. We have seen this with the opening of several data centers in the community, as well as the additions onto existing industrial buildings in the community we continue to see. We have also started to see an impact from the increase in residential usage in the community.

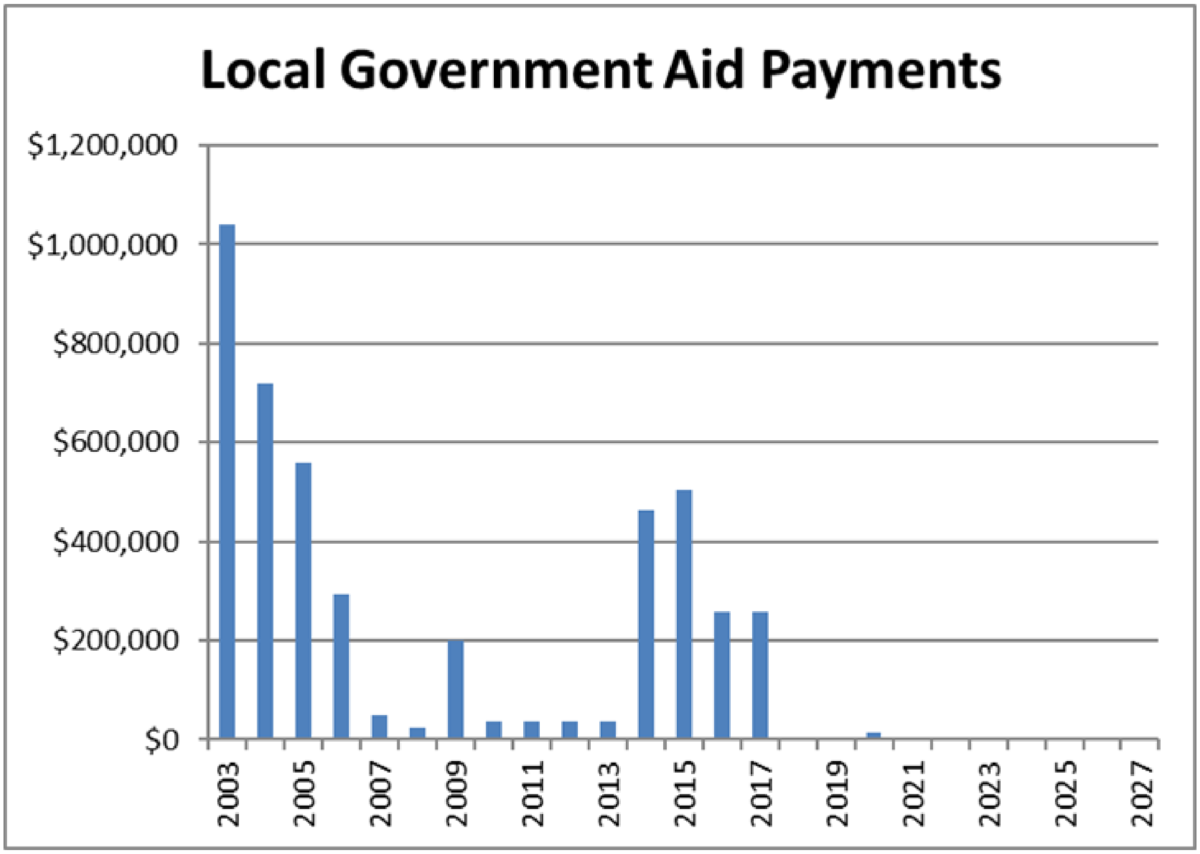
Currently 10% of the City's sales revenue is from the Electric Fund as a transfer that helps support General Fund activities. This has been structured to be a right-of-way fee to the General Fund to support the Electric Fund's use of general city assets such as right of way for providing service in the community.

We are seeing this transfer continue to grow, as it is based on 10% of our overall sales within the Electric Department. It should be noted that while this is a 10% fee to the Electric Fund, our rates are still very competitive with our main competitors such as Xcel and MN Valley Electric Cooperative. Over the past 12 months, Chaska Electric averaged 5% lower than Xcel for our residential retail rates. We expect that this trend of being competitive with Xcel will continue as Xcel is currently in the process of implementing a 21.2% increase over the next 3 years to keep up with meeting their renewable requirements and replacing aging infrastructure.



One area that we continue to see a drastic change, and which we expect to be permanent, is in our Local Government Aid allocation from the State. As I discussed with the Council in the past, in the early part of last decade our LGA allocation was as high as $1,000,000, with it dropping to nearly $0 in 2007. This changed in 2014 when the State changed their formula for LGA allocation, and we once again saw approximately $500,000 of LGA payments each year. In 2016, we saw this number drop to just over $250,000 because of the reincorporation of value from our decertified TIF District #4, where it was in 2017 as well. In 2018, this number went to just over $1,000, creating a significant hole in our budget. To address this, the Council in 2018 did increase the tax levy to recapture half of that lost aid ($128,035), because of the significant impact it could have had to our service levels. In 2020, the amount of LGA went to just over $14,000, and for 2021 and 2022 it moved officially to $0 of LGA in our budget. LGA has been determined for 2023 and will once again be $0 for the City of Chaska. We expect it to stay this way moving forward.

It should be noted that when we saw the large drop of approximately $1 million between 2003-2007, we did not levy to replace any of this lost aid. While we did see increasing market values during this same period, which did help mitigate some of this loss in LGA, this permanent loss in aid was never fully recouped through other revenue sources, which has continued to make this an issue that has affected us in our annual budgeting process. Our need to address our identified Staffing gap was largely created by not levying to recoup this lost aid, leaving us with a gap that could have filled most of our Staffing needs. Once we complete the Staffing Study implementation in 2024, we will have recaptured this lost revenue from LGA to get our staffing back up to levels that it should have been at this time.



<u>Discussion Items for 2023 Budget</u>
In the two Budget Work Sessions and the Building Improvement Program Work Session we held in May, the Council discussed priority areas of our budget continuing from previous years and the new items we would be focusing on in our discussion for this upcoming year. The following are the baseline discussion items we have included in this year's budget discussions for the 2023 proposed budget:

Priorities Established in Previous Years Include:

1. Continued utilization of our tax levy policy
2. Continued implementation of our CAMP program (fka CIP)
3. Continued implementation of our Staffing Study Plan with there being 2 years remaining to complete implementation

In addition to these items, the other emerging item that we have discussed in detail over the past several months:

4. Commence implementation of a 4-year Building Improvement Plan to address the deficiencies in our General Fund facilities

I will spend some time discussing each of these separately.

1. Establishing tax levy based on policy:

For three decades, the City of Chaska had a policy in place for the establishment of the annual tax levy for the City. This policy stated that the City's objective was to have a constant tax rate, and that the levy would increase annually based on the increase in tax capacity in the community over the past year. For instance, if the tax capacity (which is based on market values) increased by 24.78% like it is for 2023, the levy would be increased by 24.78%, which would keep our tax rate the same. Theoretically, if a resident's property stayed the same in value from one year to the next, the taxes on their property would not increase. They would only increase if there was an increase in value.

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

Based on that policy, for 2023, the percentage of new growth in the community is approximately 2.17%, with a growth in inflation of ~5% over the past 12 months (actual 12-month numbers through the summer were closer to 9%). This would say that our operational levy should increase by 7.28% to accommodate these increases in service costs for our existing services. The only other increase would come from any additional services/new items being introduced in the Budget for the upcoming year. With the tax capacity going up by 24.78% for taxes payable 2023, this would mean that the tax rate would go down by over 17% if we were only to address the growth in our existing operational needs.

Increasing the levy by 7.28% would allow us to generate enough resources to fund our existing services in the community but would not address the addition of any services, such as increases needed to address our Staffing Study implementation and the implementation of our Building Improvement Plan. The tax impact for the median-valued home in the community ($370,700) would be approximately $5 per month if we were to only address our baseline services in this upcoming tax year.

2. Continued implementation of our full Capital Asset Maintenance Program (CAMP)

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

In doing a study of our existing assets back in 2013, it was determined that in our General Governmental Services we were approximately $1 million short annually in being able to properly fund the replacement of our assets such as parks, road, trails, etc.… To address this, the Council decided that year to implement a program over a 4-year period, increasing revenues to the CAMP program by $250,000 each year until fully implemented. In 2017, we finished this 4-year ramp up of revenue, which has since allowed us to fund $1 million annually towards our CAMP activities.

With the full $1 million in CAMP fully incorporated into our baseline tax levy model (meaning that we can accomplish this without adding to the $5 impact to a median-valued home described above), the following projects are what we would anticipate completing during the 2023 year:

<u>2023:</u>

- **Steet Sealcoat/Overlay Program (Westin Ridge, Autumn Woods South, and Wildflower Lane): $480,000**
- **Remodel/Major Reinvestment in City Square Park: $500,000**
- **Trail Resurfacing (3 miles): $60,000**

As you can see from the lists above, the CAMP program is really aiming to properly take care of the assets we have already invested into. This existing infrastructure is critical to take care of so we make sure that we don't spend more money in the future replacing things that could have been preserved if properly maintained. It should be noted that with City Square Park Staff will be coming back through an internal process to look at the improvements in this park as it is such a significant park for our community. Given that there are significant cultural and historic designations within the park, there will be limitations placed on us from outside agencies on what we are allowed to do in the park, but we would like to complete work on these needed maintenance activities during the reconstruction of Highway 41 as this area will already be hard to utilize next summer to begin with.

<u>3. Staffing Study Implementation (3rd of 4-year implementation)</u>

As Council is aware, one of the new programs that was added in 2020 was the implementation of filling the identified gap in our Staffing levels over a 4-year period. As a result of our Council/Department Head retreat in 2017 and identifying that there was a feeling that our staffing resource levels were not adequate to sustain our current service levels/expectations going into the future, the city did hire Baker Tilly (the City's municipal advisor) to complete a Staffing Study on our organization. The object of the study was to look at two things:

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

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

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

- Administration: 1 dedicated Economic Development Coordinator and 1 additional HR Generalist
- Administrative Services: 1 additional Network/Database Support Person
- Community Development: 1 Additional Planner (only 1 currently)
- Engineering: Assistant City Engineer
- Public Works: 5 Dedicated Building Maintenance Personnel (1 Foreman, 1 lead and 3 maintenance workers), 1 Storm Water Maintenance Worker, 1 Street Maintenance Worker and 1 Park Maintenance Worker
- Water/Sewer: 2 Additional Water/Sewer Maintenance Workers

As Council may remember, as a part of our budget discussions in 2020, it was decided to start addressing this gap by developing a 4-year plan to both fill these positions and allocate resources towards building maintenance activities. We identified a $1.5 million gap in being able to meet these staffing needs, plus an additional $500,000 to help meet our underfunded building maintenance needs. To fill this gap, it required an increase of $375,000 to our tax levy each of the next 4-years, with $125,000 coming from our Enterprise Funds to help support these activities. With approval of this plan in the 2020 budget, we did focus on first filling our building maintenance needs, which included hiring 3 of the 5 identified Building Maintenance positions, with us then focusing on filling our HR Generalist position. Because of revenue shortfalls identified mid-year in 2020, we did have to put a hold on hiring the HR Generalist position but were able to fill our 3 Building Maintenance positions along with putting our first $125,000 towards building maintenance activities.

As the Council is aware, although we had planned to move forward with implementation of the 2nd year of the plan in 2021, Council did decide to put this on hold because of the uncertainties of the economy due to COVID. As we moved into 2022, Council did decide to move forward with reinstituting the implementation of the Staffing Study plan, with the goal of trying to finish the implementation of this gap plan by the end of 2024.

In addition to moving forward with the 2nd year of the plan in 2022, the Council did also look at the deficiencies that were determined to exist in the Police and Fire Services. While the fire services were able to be addressed through normal growth in the community, it was determined that there was a current gap of 3 police officers to properly staff us for our current population and service levels. Based on that discussion last year, it was decided by the Council to add 1 additional police officer to our Staffing Study implementation over each of the remaining 3 years of implementing the Staffing Study program, bringing to total tax levy need to fund this program to $487,000 per year.

For the budget this year, we have included that $487,000 to implement the 3rd year of the plan. If we were to move forward with implementing the third year in 2023, the following positions would be added to our Staffing levels over the next year:

<u>2023 Planned Positions</u>

- City Planner
- Economic Development Coordinator
- Water/Sewer Maintenance Worker
- Park Maintenance Worker

- Patrol Officer (#29)

It should be noted that under the Staffing Study Implementation plan that there is also $125,000 of additional dollars that come from the Enterprise Funds to support not only the positions that are being added in these Enterprise Funds, but also to help fund the building maintenance activities that impact each of our departments including those outside of the General Fund.

Increasing the levy by an additional $487,000 would allow us to generate enough resources to fund our existing services in the community (base levy increase described in #1) and would also address our Staffing Study implementation. The additional tax impact for implementing our Staffing Study on a median-valued home in the community ($370,700) would be $4.50 per month. Between the baseline tax levy growth ($5/month) and the Staffing Study ($4.50/month), this would have a total impact of approximately $9.50 per month on the median-valued home.

It should be noted that beyond the positions needed to implement our Staffing Gap plan, we do have two new positions in the budget that are being added either because of growth or because of it matching up with a Strategic Initiative of the Council. The first is the addition of a 3rd Rental Inspector/FT Firefighter in the Fire Department to be able to address the annual inspections of the 500+ rental units we have approved over the past year. This position would be funded through new income coming in from Rental license fees and would not be supported by tax levy. The second position is a Community Engagement Coordinator position. This was a position that was discussed at our last Council/Department Head retreat to help coordinate the "people-centered" services in our community and continue the efforts that were started during the pandemic with the "Chaska Cares" initiative. This position would be funded by all departments, including Enterprise Fund Departments, as all departments would be utilizing these services. Because of this it would not require an additional tax levy increase to support this position.

4. Building Improvement Program

Most of our budget discussions over the past several months, have revolved around the needs that we have for improvements in our General Fund Facilities including:

- Public Safety (Police and Fire)
- Municipal Services Building (Public Works, Water/Sewer, Electric, Storm Water, Mechanics)
- New Library
- City Hall

As we have discussed over the past couple of years in our Strategic Planning Sessions, except for the Fire Station (which will be 27 years old in 2023), all these facilities are over 30-years old, with little reinvestment put into the buildings over this time. These buildings have also not increased sufficiently in size to accommodate new employees added as the community has grown, which has also not given us the space needed to add new equipment.

Following identifying this as a priority goal to address in the Council's last Strategic Planning Session, the City hired architects at Leo A Daly and the construction management firm of RJM Construction to complete the following tasks:

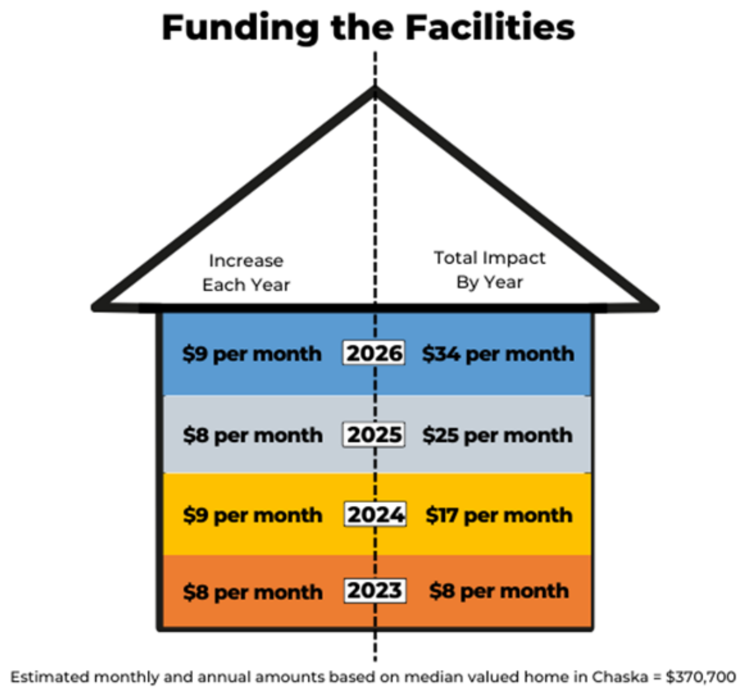
- Identify the square footage needs of every General Fund Department
- Develop a Concept Plan to address each of the department's needs
- Develop conceptual pricing to accomplish implementing these building recommendations

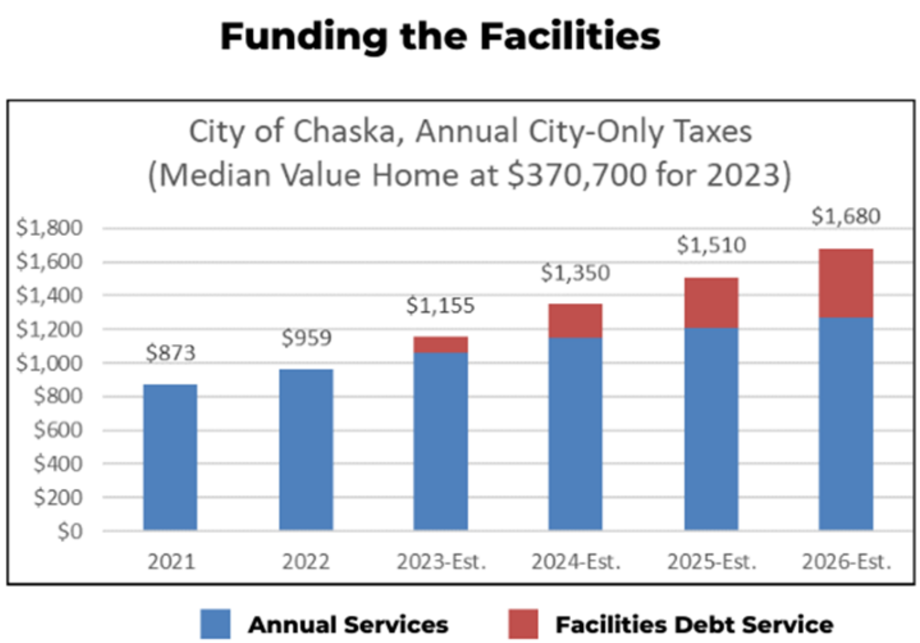
The findings of this study were presented to the Council in May, along with looking at options for how to fund these facility needs. The total estimated costs to address the needs of each of these facilities was $115 million, which would create an annual debt service need of a little over $6.1 million per year, with $4.5 million attributed to General Fund costs, and $1.6 million attributed to costs of our Enterprise Funds (i.e., Electric, Water/Sewer, Storm).

As we have discussed during this process, one of the things that makes this issue difficult to address is both the fact that the original facilities were funded using 1-time dollars, and our tax levy has historically been very low, giving us few resources to reinvest back into these facilities as the needs have arisen. This means that to address this issue, we have needed to look at creating new resources unless we are willing to cut back on our existing services levels, which have also been traditionally funded at lean levels.

To address the funding of this program, but to not see the impact all come at once, Staff presented a recommendation to Council to increase the funding over a 4-year period, with the tax levy needing to increase by $1.125 million for each of the next four years. Increasing this over a 4-year period would also match up with the pace at which we could even implement improvements to the plan, as we would only have the capacity to take on one facility each year. With this plan, all four buildings would be completed by 2029, with the priority going to our Public Safety facility, since it has the greatest immediate needs, and then our Municipal Services Building. The new Library would be the third building to be addressed, as we would need to move the library out of City Hall to pick up the needed space in the City Hall facility. The last piece of the project would be the remodeling of City Hall to pick up the spaces vacated by the library and Police Department.

As the Council is aware, we have done a lot of public outreach over the summer months to educate our residents not only about the need, but what impact they could expect on taxes if we were to move forward with this plan. The plan would start at an $8 monthly impact to the median-valued home in 2023 ($370,700), an additional $9 per month in 2024, an additional $8 per month in 2025 and the final year of the plan in 2026 would bring an additional impact of $9 per month. At the end of 4 years, the monthly impact to a median-valued home would be $34 per month, or $408 per year. We would anticipate that this would put us in about the middle of the 84 Metropolitan Municipalities for tax levy per capita impact when implementation is completed in 2026. Below are two charts we have been showing the public for the financial impact of the program:





If we add the impact of the baseline tax levy increase ($5/month) to the increase needed for the 3rd year of the Staffing Study Implementation ($4.50/month) and the impact of the first year of the Building Improvement Plan ($8/month), the total impact for a median-valued home ($370,700) in Chaska for 2023 would be approximately $17.50 per month.

Other Budget Items of Note:

Besides the major initiatives above, it is important to note a few items that are included in this year's budget to keep up with our service level needs and are included in the baseline tax levy increase described above (#1):

- Fire Department Pumper #3: This is a $1 million cost that is included in our Equipment Acquisition Fund. We are moving this up by 2 years because we have found that we have at least 1 major piece of apparatus down 25% of the time. This would provide us with additional backup.
- Addition of Drone: This is a $10,000 cost and would be utilized by all our Departments for utility and public safety needs as well as assisting in our marketing efforts
- Addition of $10,000 toward our internal Diversity, Equity, and Inclusion efforts/training
- Addition of Tactical Robot in Police Department for $4,000. This would allow for entrance into a barricaded property to assess situations without putting an officer or subject at risk
- Increase our Tree Control Professional Services by $40,000 to address the increase work we have had to do with removing hazard trees because of the Emerald Ash Borer disease
- Add resources to be part of Metro-wide Fencing Consortium Plan for $4,200 per year
- Replace 8 rifles in our Police Department for $8,600 to create standardization of all our equipment
- Addition of $10,200 to outfit 12 officers with Mobile Field Force safety equipment to protect them in situations of civil unrest or mass demonstrations

All the items listed above are included in the budget with no additional tax levy impact. I just wanted to point these out as they are new expenditures we need to address our growing service level demand.

Impact of Proposed Maximum Tax Levy for 2023

As we do each year, the following is an illustration of the impact of taxes in our current year (2022) compared to what is being proposed in this Staff report recommendation for 2023:

Median Valued Home in Chaska:
-Median Value of Home in 2022: $298,500
-Median Value Home in 2023: $370,700

Actual Annual Taxes Paid on Example Home
-2022 Median Value Home City taxes: $961
-2023 Median Value Home City taxes: $1,171
Increase of $17.50 per month or $210 for the year

Below is a chart illustrating our proposed Revenue and Expenditure Budgets for 2023 for our General Fund should the Council decide to move forward with the items discussed above:

General Fund Revenues

	2021 Actual	2022 Budget	2023 Budget	Increase	%Increase
Property Tax	$7,692,331	$8,429,549	$10,573,388	$2,143,839	25.4%
Elec/GasFranchise Fees	4,739,073	4,987,000	5,361,000	$374,000	7.5%
Other Franchise Fees	311,830	296,000	305,000	$9,000	3.0%
License and Permits	1,617,663	1,035,098	1,035,098	$0	0.0%
Other Revenues	2,758,127	2,481,819	2,557,429	$75,610	3.0%
Admin Charges to Funds	4,113,970	4,495,263	4,803,300	$308,037	6.9%
Total Revenue	$21,232,994	$21,724,729	$24,635,215	$2,910,486	13.4%

General Fund Expenditures

Department	2021 Actual	2022 Budget	2023 Budget	Increase	%Increase	Notes
Council	$166,337	$182,008	$191,078	$9,070	4.98%	
Communication	$63,776	$52,008	$73,447	$21,439	41.22%	*This is an increase for more comm. Outreach*
Administration	$859,305	$890,488	$1,122,615	$232,127	26.07%	*This is the increase for Comm. Eng. Coordinator*
Human Resources	$354,787	$462,916	$462,885	-$31	-0.01%	
Elections	$10,902	$38,905	$13,906	-$24,999	-64.26%	
Admin Serv-Finance	$1,655,938	$1,760,400	$1,860,432	$100,032	5.68%	
Admin Serv-IS	$1,137,010	$1,269,942	$1,282,276	$12,334	0.97%	
Legal	$140,165	$100,000	$120,000	$20,000	20.00%	*This has increased because more development*
Community Dev.	$329,092	$380,392	$417,903	$37,511	9.86%	
Engineering	$541,933	$547,244	$635,216	$87,972	16.08%	*Work in full year salary of new As. Eng from last year*
City Hall Bldg	$241,868	$203,720	$216,612	$12,892	6.33%	
Building Maint Div	$478,586	$681,240	$761,846	$80,606	11.83%	*Work in full year of Building Maint from last year*
Police	$5,169,592	$5,584,386	$6,176,456	$592,070	10.60%	*Addition of new officer and full salary from last year*
Fire	$2,301,671	$2,283,915	$2,550,484	$266,569	11.67%	*Addition of new Inspector plus new equipment*
Building Inspection	$804,848	$755,775	$821,511	$65,736	8.70%	
Public Works Admin	$411,684	$427,833	$424,883	-$2,950	-0.69%	
Streets	$1,742,161	$1,934,186	$1,935,240	$1,054	0.05%	
Snow Removal	$331,313	$267,799	$284,555	$16,756	6.26%	
MSB Building	$220,768	$236,164	$211,196	-$24,968	-10.57%	
Park Maintenance	$621,315	$1,149,376	$1,281,432	$132,056	11.49%	*Addition of new Park Maintenance Worker*
ISD 112 Maint	$0	$37,369	$37,940	$571	1.53%	
Tree Control	$14,629	$13,074	$37,199	$24,125	184.53%	*Additional treatments for Emerald Ash Borer*
Parks Admin	$536,522	$811,095	$638,389	-$172,706	-21.29%	
Parks Youth	$178,545	$64,996	$193,905	$128,909	198.33%	*Shifted expenses from Park Admin into Youth*
Park Senior	$1,388	$166,025	$170,065	$4,040	2.43%	
Parks Adult	$56,917	$63,662	$69,758	$6,096	9.58%	
Firemen's Park	$108,926	$104,983	$123,425	$18,442	17.57%	
Parks Skating Rink	$1,071	$11,629	$12,481	$852	7.33%	
Unallocated	$905,973	$1,243,199	$2,508,080	$1,264,881	101.74%	*These are additional dollars for Building Program*
Total	$ 19,387,022	$ 21,724,729	$ 24,635,215	$2,910,486	13.40%	

Comparison to Other Communities

Based on what was discussed above, the proposed total tax levy for 2023 would be $15,216,147. This levy amount not just includes the General Fund Levy, but also includes the Equipment Acquisition Fund Levy, the EDA levy, the City Tax Abatement Project Levy, and the Mt. Pleasant Cemetery Levy. As we compare ourselves to other cities, I have always looked at the total amount of these levies that impact our residents, although many of the cities reported below may only be showing their General Fund Levy.

Ranking	City	Taxes	Population	Tax Levy Per Capita
1	Golden Valley	$27,927,443.00	22,334	$1,250.45
2	Oak Park Heights	$6,034,373.00	4,830	$1,249.35
3	Wayzata	$5,415,369.00	4,481	$1,208.52
4	Mendota Heights	$11,194,705.00	11,652	$960.75
5	Hopkins	$18,140,100.00	18,926	$958.48
6	Minneapolis	$415,119,275.00	434,346	$955.73
7	Excelsior	$2,188,937.00	2,360	$927.52
8	Columbus	$3,728,744.00	4,167	$894.83
9	West St. Paul	$18,657,430.00	20,882	$893.47
10	St. Anthony Village	$8,033,678.00	9,175	$875.61
56	Chaska	$15,216,147.00	27,931	$544.79
57	Plymouth	$43,654,569.00	81,184	$537.72
58	Ramsey	$15,312,856.00	28,520	$536.92
59	Rosemount	$14,026,345.00	26,133	$536.73
71	Chanhassen	$12,663,076.00	25,936	$488.24
72	New Brighton	$11,481,450.00	23,705	$484.35
73	Coon Rapids	$30,990,539.00	64,128	$483.26
74	Mounds View	$6,178,870.00	13,133	$470.48
75	North St. Paul	$5,820,296.00	12,397	$469.49
76	Cottage Grove	$18,339,000.00	39,605	$463.05
77	Falcon Heights	$2,360,444.00	5,125	$460.57
78	Arden Hills	$4,472,680.00	9,897	$451.92
79	St. Paul Park	$2,442,807.00	5,507	$443.58
80	Vadnais Heights	$5,724,529.00	13,080	$437.66
81	Anoka	$7,811,653.00	18,041	$432.99
82	Lauderdale	$950,351.00	2,247	$422.94
83	North Oaks	$2,051,403.00	5,306	$386.62
84	White Bear Lake	$8,080,000.00	24,671	$327.51

This chart above assumes that we implement what is being discussed in this Staff Report but assumes that each of the other cities would see a 0% increase in their levy. In discussions with surrounding cities, I have been hearing numbers of 8% + for levy increases for 2023. As you can see in the chart above, we would move to 56 lowest out of 84 Metro Cities (we were at 78th lowest last year). If you assume that each City has a 5% increase in levy, we would be 64th lowest, or in the lowest 24% of Cities. Because of the large tax capacity increase in the community (amount of taxable value that contributes towards our local tax levy), we would actually see our tax rate go down by 1.35% from 31.625% to 31.197%.

Recommendation
Staff will be presenting the General Fund budget to the Council at the meeting on Monday night. It should be noted that there is no official action that will be taken by the Council at the meeting Monday. This meeting is simply a time to hear the budget that is being presented, take public comment, and to provide feedback on the general direction the Council would like to take as we move into the final stages of our budgeting process for next year. While no formal action will be taken by the Council on Monday, my hope would be that the Council can give their final feedback at this meeting so that Staff is able to bring back to the meeting on December 19th a budget and levy recommendation that matches the direction the City Council would like to move for 2023. It should also be noted that at the December 19th meeting, we will also be moving forward to act on establishing the budgets for all our Enterprise Funds based on the discussions we have had during the budgeting process this year.

Attached to this Staff report, you will find a Draft of the Administrator's Budget Message for the General Fund for your review.

Both the Truth in Taxation Hearing, as well as the impact of our proposed budget on each taxpayer in the community, were communicated to residents via a mailing from the County that was sent out two weeks ago. Based on the schedule that was adopted back in September, the City Council would be considering adoption of the final budget and the final 2023 tax levy at the December 19, 2022 meeting.

CITY COUNCIL ACTION REQUESTED
Motion to close the Truth in Taxation Public Hearing, and to establish December 19, 2022 as the date to consider the adoption of the 2023 budget and final tax levy.

City of Chaska
2023 Budget
DRAFT

2023 Annual Budget

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

Submitted for your review is the proposed 2023 Annual Budget for the City of Chaska, along with a review of major issues and opportunities relating to the City's general operations. The budget, as proposed, I believe meets the needs for continuing to provide excellent municipal services, while at the same time meeting the City's objectives that we have established during the budgeting process. With COVID 19's impact on our City operations generally now subsided, we have spent the better part of this year talking to the public about our largest challenge over the next decade which will be taking care of our existing City facilities and investing into improvements that will be needed to allow us to meet our service objectives moving into the future.

As you read this budget, you will find that beyond trying to maintain our current service levels as constant as possible, this budget seeks to continue our efforts to keep our Capital Asset Maintenance Program (CAMP fka CIP) fully funded as we move into the future so that we continue to reinvest back into the assets that are aging in our community. We also have put a high priority on making sure we are working towards keeping our General Fund Reserve balances at a sufficient level to be able to address requirements of our Bond Rating Agency to maintain our already high rating, and that special attention is put towards completing implementation of the recommendations of our Baker-Tilley Staffing Study which helped us identify staffing shortages we need to fill to keep our residents' expected service levels sustainable as we continue to grow. 2023 will be the 3rd of 4 years planned to complete the implementation of these staffing recommendations.

Finally, as mentioned previously, an emphasis was placed in this budget on starting to address our City Facility needs for buildings supporting our General Fund services in the City. This includes our Police and Fire Services, our Municipal Services Campus, Chaska Library, and our City Hall. All of these facilities are over 30 years old, with very little change occurring in these facilities as our community has grown. Not only do these facilities have deferred maintenance projects that need to occur, but none of them are large enough to handle our current staffing levels in the City, let alone our future needs as we continue to grow. As will be described throughout this budget document, the 2023 budget will be the first of 4-years of revenue increase that will be needed to support the debt service of rehabilitating and expanding these facilities which will take the better part of this decade to complete.

The following document will go through in detail these discussions, as well as lay out the data to show what we expect to see over the course of 2023 to help our residents understand the decisions that were made for the 2023 budget year.

2023 Revenue Discussion

While we have seen increases in market values since 2014, 2016 was the first year we saw all the valuation lost during the "Great Recession" recovered in the community. As we go into 2023, we will see the largest single increase in taxable market values in the community that we have seen over the past 20 years. From 2008-2013, Chaska saw an average annual decrease in property values of over 6%, before seeing a 5.24% increase in 2014, a 12.24% increase of property values in 2015, an 8.21% increase in 2016, a 3.18% increase in 2017, a 7.85% increase in 2018, and a 5.72% increase in 2019, a 9.14% increase in 2020, a 2.80% increase in 2021, and a 4.90% increase in 2022.

For taxes payable 2023, we are seeing a 22.35% increase in our community's taxable market value, which is the largest increase in market values we have seen in the past 20 years. Much of this was driven by the strong housing market we have seen for the past two years but was also impacted by the new growth we have seen in the community over the past several years. Our tax capacity for 2023 is slated to grow 24.78% for taxes payable 2023, compared to 5.21% in 2022. The tax capacity measures the amount of value that is taxable within a community.

While we were experiencing challenges throughout of our organization in 2020-2021 because of COVID, we actually saw building activity increase during this time, both through robust growth with residential construction occurring, but also significantly more Commercial/Industrial development occurring in the community than we have seen for several years. This has included Industrial buildings in West Creek Industrial Park and the addition onto the 212 Medical Center. In 2023 we expect to see continued activity in our Commercial/Industrial development with the construction of Costco and additional Industrial Development. And while there may be a slowing in the single-family residential development because of the rising interest rates we have seen over the past several months, we do expect to see the construction of at least 3 major rental housing projects in the community, with two apartment buildings going up in the Clover Ridge neighborhood and one going up in the Hazeltine Plaza development. As we finish out 2022, we expect that permits will exceed the 2021 levels of $1.5 million, reaching to approximately $1.8 million. We expect to continue to see strong growth in 2023 in Commercial/Industrial and Apartment buildings, but perhaps a slowing of the single-family housing market. Because of that, we are budgeting for slightly less in permits for 2023, setting a number at $1.1 million.

As the 2023 budget was put together, there were several major budget environmental factors we needed to consider as it related to revenues, including:

- Market Values across the community increased by 22.35% compared to the 4.90% increase we saw last year. This will bring our overall property values in the community to $4.30 billion, a little over $785 million higher than last year. 2.17% of this change came from new construction, with the rest being increased values on existing properties. This 2.17% increase is slightly higher than the 1.56% increase from new construction we saw last year.

- Based on the State formula, the City will no longer receive Local Government Aid to help reduce our tax levy needed. As we saw for the first time in 2021, the amount we are projected to receive in 2023 will be $0. This number was over $550,000 in 2015 and has gone down ever since
- Residential and Commercial building permits in 2022 increased significantly, with the City expecting to be approximately $700,000 over budget in revenue. This follows 2021, where we saw permits numbers over the budget by around $500,000. For 2023, we expect that building activity is going to continue to be strong in Commercial/Industrial and Apartments with a likely slowdown in single family housing construction. While we will end up seeing about $1.8 million in revenue from permits in 2022, we are trying to be more conservative in setting our budget for next year and will set the budgeted revenue for permits at $1.1 million
- We are continuing to see an increase in population, with a steady increase in the number of residential units being built in the community, especially rental units. We expect the population in Chaska to be just over 28,300 in 2023.
- Our Electric Revenue has continued to increase, as we have seen a significant amount of Economic Development activity occur in the last five years, including Data Center development and additions to existing industrial businesses, driving up this usage. This has had a positive impact on the Electric Right of Way Usage Fee coming back to our General Fund
- With industrial development well underway at the Chaska Creek Industrial Center, two industrial projects in Downtown Chaska approved for building in 2023 and work on a large Data Center on the Kelzer property in West Creek Corporate Center, and building of the Costco building, we do expect to see robust growth in our Commercial/Industrial development over the next year

During the recession period from 2008-2013, to navigate the financial impacts to our revenue collection to support our budgeted activities, the City needed to defer many planned expenditures as a strategy to balance the budget. When the economy improved after 2013, the City was able to put more emphasis into the projects that we had to defer, which many times were the reinvestment projects into our existing infrastructure and assets.

This renewed emphasis on reinvestment back into our existing infrastructure was demonstrated through the establishment of our Capital Asset Maintenance Program (CAMP fka CIP). The CAMP focused on how to properly maintain the assets in which we have already invested and have a responsibility to keep in good condition moving into the future. In 2014 we started investment into this program, with a 4-year plan for how to fully fund these needs. This 4-year plan increased revenue in the General Fund to support a $1 million gap, with the final $250,000 of this being incorporated into the 2017 budget. With this program fully funded, we have been able to move forward in making the proper reinvestment back into our existing General Fund Assets, such as roads, trails, and parks. The budget for 2023 continues with full investment into the CAMP to continue to keep up with these reinvestment needs.

During the 2020 budget, we did turn our attention to addressing the gaps we had identified in our staffing levels across the City in past years, and what we felt was needed to sustainably meet our service level expectations into the future. Following direction from the City Council in the 2017 Council/Department Head Retreat, focus was put on having our Financial Advisors at Baker Tilly complete a Staffing Study looking not only at what staff we need to plan for going into the future to keep up with our service level demands in a growing community, but also on any gaps we currently have in being able to sustainably meet our service level expectations in the current environment. Based on this study, we were able to determine that we were 16 employees short in being able to meet our current service level needs, but that once we fill this gap, we could expect that we will need an additional 57 employees City-wide to meet our staffing needs when our community is fully developed in the next 20 years. We were able to start this Staffing program in 2020, needing to take a break in 2021 because of COVID challenges. However, in 2022, we did re-establish this program, implementing the 2nd of the 4 years recommended for full implementation, along with addressing public safety gaps (shortage of 3 Police Officers) that were not identified in the original study. These 3 Police Officers were spread into each of the remaining 3 years of the Staffing program implementation, with 1 new position being added each year.

The budget for 2023 has us funding the 3rd year of this program, with the program being supported by $487,000 in additional tax levy and $125,000 coming from the Enterprise Funds to support not only the new staff but additional dollars that were included in the program to help support on-going maintenance of our City facilities through our new Building Maintenance Staff. 2024 would be the final year of implementing this program.

For 2023, the new program that is being addressed is the Building Improvement Program for our General Fund facilities. As we have been discussing over the last several months both internally and through educational events for the public, is the need to reinvest in our General Fund facilities that are over 30 years old, are in poor condition, and are not sized properly to serve our growing community. When doing our initial study to explore our current needs, it was identified that the following 4 buildings are in serious need of reinvestment and expansion, without the proper resources being currently available to address these needs. The four General Fund facilities discussed, in order of their priority, include:

- Public Safety (Police and Fire)
- Municipal Services Building (Public Works, Water/Sewer, Storm Water, Electric)
- Chaska Library
- Chaska City Hall

Later in this document I will discuss the needs that we have found with these facilities, and the revenue needs we would have to properly address these deficiencies. As I will discuss, the program is one that we are laying out to be implemented over a 4-year period to help spread the additional tax burden needed to support the program over an extended period of time, with the first facility looking to be completed in 2025 (Public Safety Facility) and the final facility being completed in late 2028/early 2029 (City Hall Rehabilitation). This Building Improvement Program was where we spent the bulk of our discussion over the past year, and what we have been out educating the public on since early spring.

This Budget Document will discuss the continued use of our tax levy establishment policy, which the Council adopted during our 2014 budgeting process. Our current policy focusses on what the actual driving factors are in setting our tax levy, including actual new growth in our population and inflationary factors, instead of focusing solely on keeping a constant tax rate, which was a past policy direction the City utilized. In this respect we feel that any new increases in tax resources are directly tied to the increased costs we need to support the level of services we currently provide in the community. This policy also allows us to capture the resources of any new development in the community to make sure all new homes and businesses are contributing their "fair share" to support our General Fund services. Capturing this new value has no impact on the taxes paid by existing residences. This tax levy establishment policy goes on to say that we would only increase our tax levy above this amount if we were addressing new items in our budget, and that the levy would increase by an amount that is needed to support the direct cost of these new initiatives.

In this 2023 budget, the items that would be above and beyond our base-level tax levy establishment policy, which the Council has decided are critical to address in 2023 include:

- Implementing the third of the four-year implementation of our Staffing Gap plan, which requires an additional $487,000 in tax levy
- Commit to continuing the $1 million annual CAMP, which is already in the budget and does not require additional tax levy.
- Commit to the first of 4-years of ramping up revenues for our Building Improvement Program, which would add $1.125 million of tax levy each of the next 4 years, along with $400,000 of Utility Funds each of the next 4 years to support the ultimate $6.1 million of estimated financing that would be needed to implement this entire program.

As we will discuss later in this budget, utilizing our base tax levy policy, and addressing these additional items above would have an impact on the Median Value Home in the community of $17.50 per month, or $212 over the course of the entire year.

Staff feels that this budget document continues to move forward in taking a more comprehensive look at not just our current operations, but also the future costs of properly maintaining our assets through our CAMP and Building Improvement Programs. This document also moves us in a direction of continuing to meet our Staffing needs, both reinstituting our Staffing Gap Plan, while also addressing needs that have emerged in our Public Safety services. We also think that it creates a logical nexus between how we set our tax levy and what actual changes we see in the community that cause us to increase the resources we need to meet our primary service objectives.

Budget Objectives

As with all our budgeting processes, the first place that we start is by establishing the objectives we are trying to accomplish in setting our budget for the upcoming year. Below is the list of those objectives that were used in the establishing the proposed 2023 budget you see before you now:

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

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

In the past, the City of Chaska has been very "lean" when it has come to resources used to support the high level of services we provide in the community. As the community grows, and assets such as our facilities get older, these levels of resources will not be sustainable to keep our service levels constant. This is especially true when it comes to the Staffing levels throughout the organization, and the dollars allocated towards maintaining our aging facilities. Continuing to address our Staffing needs through the implementation of our Staffing Gap plan, and establishing and starting to fund our Building Improvement Program will have significant impacts on being able to meet the service level expectations of our residents as we go into the future. Putting these resources in place now will also help us 25 years down the road when our City facilities will once again need additional major reinvestment. It will make sure we have an existing funding source to support these improvements-something that we had not created in the past and has made it financially difficult to address our current building needs.

As mentioned previously, instituting each of the above-described initiatives in 2023 would require an additional tax levy of $487,000 for the Staffing Program, and an additional $1.125 million to support the Building Improvement Program. On the Median-Valued Home in Chaska ($370,700) the tax impact would be $17.40 per month in additional costs, or $209 over the course of the entire year. This would require approximate 20% increase in our tax levy. Given that we are seeing a 24.78% increase in our tax capacity for 2023, we would see an approximate 1.35% decrease in our tax rate. Assuming a 5% increase in tax levies from all other communities in the Twin Cities, we would still be in the bottom 24% (63 out of 84) lowest property tax levy per capita in the Metro Area. While this would move us from being 78th lowest property tax per capita in 2022, it still shows that we can be very competitive with our property taxes while addressing these needs within our organization.

Tax Levy Establishment Policy

For nearly 30 years, the City of Chaska had a policy of establishing our annual tax levy based on keeping a constant tax rate. Based on this policy, the tax levy would go up by the amount of increase we saw annually in our tax capacity, which is directly related to the amount of market value growth we saw in the City. For instance, if market values (and hence tax capacity) increased in the community by 5.21% (as it will in 2022), the levy could also increase by 5.21% and have no impact on the tax rate in the community. This would mean that if someone's property did not change in taxable market value from one year to the next, that their City taxes would not see any increase. If we were to still have this policy for 2023, we would actually have our tax levy increase by 24.78% instead of just over 20% like we are proposing now.

While the constant tax rate policy worked very well for several years, during our last major recession (2010-2013) we did start to experience some of the practical limitations of this policy. The first practical issue experienced is that not all market value increase is associated with the construction of new buildings. Some of the market value increase also occurs on existing properties as we experience inflationary growth from one year to the next. While the tax rate would not change, a resident's taxes would change unless their market value stayed the same. This often was not the practical reality, as we saw a significant amount of property value growth in existing properties from 2000-2008.

The other issue that we experienced from 2010-2013 was the impact of decreasing market values in the community. As with increasing market values, the same can be said for decreasing market values when trying to keep a constant tax rate. If the market values go down, the tax levy also needs to decrease accordingly to keep the tax rate constant. With an objective of keeping our service levels constant, this was a significant issue the City faced when market values did start to decline. This led to the City modifying its tax levy policy to state that the tax levy would be set to keep the tax rate constant, unless that forced the actual levy to decrease, in which case the tax levy would stay the same. This change was made based on the notion that while property values decreased, the cost for providing these services do not decrease unless a community is willing to reduce the amount of services it provides. In fact, if the service levels are kept the same, the actual cost of providing the service in subsequent years increases because of inflationary factors. Based on this change, and the decrease in market values in 2010-2013, the City of Chaska's tax levy saw a 0% increase during each of those 4 years, staying at an amount of $4,880,354.

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

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

- New construction in the community (2.17% for 2023)
- Inflationary increases in the market. (~5% for 2023)
    - Total Base-line tax levy increase of 7.28% to keep current service levels constant
    - It should be noted above that the actual rate of inflation we have been seeing over the past year has been over 8%. However, we decided to cap it at 5% for budgeting purposes because we are addressing the addition of our Building Improvement Plan in 2023

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

The new policy goes on to state that we would only increase the levy beyond this point if we were adding new services, and that the actual cost of providing those new services would determine the amount of additional increase we would need in the tax levy. In the case of the 2023 budget, the two new items that are being added is the $487,000 going towards the third year of implementation of our Staffing Gap study, and the $1.125 million towards the first year of our Building Improvement Program. The total new tax levy amount needed in 2023 to address these added programs would be $1,612,000. Any other increase in the levy is due to keeping up with new growth and inflation to keep our service levels constant.

Key Factors in Revenue Forecast

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

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

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

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

This downward trend reversed itself in late 2012, and stabilized, with several new residential developments approved over the past 10 years. Starting in 2013, this included the approvals for several new residential subdivisions both on the north end of Chaska, and in the Southwest quadrant of the community. We also saw very robust growth in our Commercial/Industrial properties, with the addition of the 212 Medical Center, several Data Centers, commercial additions in Hazeltine Plaza, and the expansion of buildings in our existing Industrial Parks. Over this past year, we have seen a continued push in residential development, while also seeing a large increase in Commercial/Industrial activity. As mentioned before, while we expect to see some slowing in owner-occupied residential development in 2023, we expect we will continue to see robust Commercial/Industrial development, along with the addition of several residential rental projects.

While we have seen two years of very strong growth in 2021 and 2022, with building permit revenues being over $1.5 million each of the two years, we are budgeting slightly less in 2023 at $1.1 million since we do expect to see some slowdown in owner-occupied residential development. Below is a charge indicating what we think will happen with our population growth over the next 5 years due to expected growth:

Year	# of Housholds	# of New	Est. Pop.
2000	6,979	445	17,449
2001	7,394	415	17,746
2002	7,909	515	18,982
2003	8,378	469	20,107
2004	8,854	476	21,250
2005	9,122	268	21,893
2006	9,323	201	22,375
2007	9,553	230	22,927
2008	9,743	190	23,383
2009	9,767	24	23,441
2010	9,832	65	23,652
2011	9,907	75	23,777
2012	10,039	132	24,094
2013	10,173	134	24,415
2014	10,373	200	25,270
2015	10,523	150	25,255
2016	10,673	150	25,652
2017	10,823	150	25,975
2018	10,973	150	26,335
2019	11,123	150	26,695
2020	11,243	120	26,983
2021	11,468	225	27,523
2022	11,668	200	28,003
2023	11,818	150	28,363
2024	11,968	150	28,723
2025	12,118	150	29,083
2026	12,268	150	29,443
2027	12,418	150	29,803

***An analysis of General Fund revenues by major fund source*:**

Total revenues anticipated to fund the 2023 General Fund operating budget are $24,635,215 which is an increase of 9.25% from our 2022 General Fund Revenues of $21,724,729.

As you will find on the chart below, Property taxes is the largest source of increased income going into the General Fund budget. One item on this that may not be clear is the while it shows an 25.4% increase in property taxes, that is not the actual percentage of increase of our total property taxes. The total levy increase is 20.07%. The reason for this is that our property tax levy does not just fund the General Fund. It also funds the Equipment Acquisition Fund, the EDA and our Mt. Pleasant Cemetery operations. What the increase in property taxes refers to in the General Fund Revenue Chart is the increase of property taxes we have actually going into our General Fund as opposed to 2022. Again, our total property tax levy will be going up by 20.07% in 2023, with our tax rate going down by about 1.35%. As we have discussed, the majority of this increase is to address the start of implementation of our Building Improvement Program with the first phase going to the construction of a Public Safety Campus.

One additional thing to point out is in our Building Permit revenues. As mentioned previously, while we have seen actual permit amounts of over $1.5 million the past two years, we do think that there will be some slowdown, especially in residential building permits for next budget year. We still expect to see a high number of permits on the Commercial/Industrial side, as well as with rental housing, which will likely keep revenue for 2023 high, but not quite as high as it was in 2022. That is why we are budgeting it at $1.1 million.

Finally, the other main source of income in our General Fund is our Electric Payment for Right of Way usage, the operational transfer of an additional 5% from the Electric Fund and Gas Franchise Fees, which are budgeted to be over $5.3 million because of continued growth of electric/utility use in our community. We are also budgeting higher amount of Administrative Fees that we charge our Enterprise Funds to provide Administrative Services to other departments in the City. This is occurring because of two main reasons. First, there is the next $125,000 of funds from the Enterprise Funds to support the implementation of our Staffing/Building Maintenance Program discussed previously. Second, it will be these funds that help support a new Community Engagement Coordinator position that is being added in 2023 and will support all departments within the organization.

The chart below shows a summary of revenues for the 2023 budget year:

General Fund Revenues

	2021 Actual	2022 Budget	2023 Budget	Increase	%Increase
Property Tax	$7,692,331	$8,429,549	$10,573,388	$2,143,839	25.4%
Elec/GasFranchise Fees	4,739,073	4,987,000	5,361,000	$374,000	7.5%
Other Franchise Fees	311,830	296,000	305,000	$9,000	3.0%
License and Permits	1,617,663	1,035,098	1,035,098	$0	0.0%
Other Revenues	2,758,127	2,481,819	2,557,429	$75,610	3.0%
Admin Charges to Funds	4,113,970	4,495,263	4,803,300	$308,037	6.9%
Total Revenue	$21,232,994	$21,724,729	$24,635,215	$2,910,486	13.4%

Besides the funding of our general governmental services, the General Fund includes three major initiatives, including:

- Capital Asset Maintenance Program (CAMP)
- Staffing Gap Program/Building Maintenance Program
- Building Improvement Plan

I will talk in greater detail about each one individually below.

1. Capital Asset Maintenance Program (CAMP)

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

As we discussed previously, between 2014-2017, the City worked to create our CAMP (aka CIP) to fund the replacement of major items in our General Fund. During this time we raised an additional $1 million in revenue, which has since stayed in our budget to fully fund this program on an annual basis. The types of activities that this program funds includes replacing playgrounds, repaving trails, resurfacing roads, rehabbing parking lots, as well as other items that keep assets used by everyone in the community in good shape

With the CAMP fully funded, 2023 will bring several rehabilitation projects to the table, including:

- Street Overlay (Westin Ridge, Autumn Woods South and Wildflower Lane)- $480,000

- Remodel of City Square Park, including the rehabilitation of the Gazebo-$500,000
- Trail Resurfacing (3 miles): $60,000

2. Staffing Gap Analysis/Building Maintenance

As mentioned previously, based on the results of our Staffing Analysis in 2017/18, we did determine that we were 16 employees short to meet our current service levels, and that we had a missing component in our current organization of proper resources and staff dedicated towards Building Maintenance, which is especially important with our aging facilities. The gap identified was $2 million, with $1.5 million being attributed towards tax levy resources and $500,000 being attributed toward Enterprise Fund resources. In addition to this, during the 2022 budget process, we did talk about one component of this program that we felt was not initially properly addressed, which was the Staffing levels with our Sworn Police Officers. It was decided that we were 3 Police Officers short, and that 1 would be added each of the remaining 3 years of implementing our Staffing Program. This added an additional $336,000 to the overall program. Based on the recommended 4-year implementation of this plan to address these needs, this would have $612,000 of additional resources added in 2023, with $487,000 coming from additional tax levy and $125,000 coming from Enterprise Fund Resources. 2023 would be the 3rd year of implementing this program, with one additional year left in 2024 to complete this program. Below is a list of the positions/building maintenance assets added in 2020 and 2022 (took a break in 2021 because of COVID), along with the proposed list of new positions for 2023.

2020 Staffing Study Implementation Plan:

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

2022 Staffing Study Implementation Plan:

- HR Generalist
- Assistant City Engineer
- Building Maintenance Worker (4th of 5)
- Additional Police Officer (#28)
- Allocation to Building Maintenance Budget: $125,000

2023 Staffing Study Implementation Plan:

- City Planner (2nd)
- Economic Development Coordinator

- Water/Sewer Maintenance Worker
- Park Maintenance Worker
- Additional Police Officer (#29)
- Allocation to Building Maintenance Budget: $125,000

3. Building Improvement Program

Since the City Council officially established it as a priority goal in 2021, reinvesting back into our Core Assets has been a focus of activity that the City has been working on over the past two years. This work and discussions have revolved specifically around the significant needs we have for improvements in our General Fund facilities, including:

- Public Safety (Police and Fire)
- Municipal Service Building (Public Works, Water/Sewer, Storm Water, Electric and Mechanics)
- New Library
- Remodeled City Hall

As we have discussed throughout this process, each of these facilities are over 30 years old (Fire Station is actually 27 years old in 2023), with little reinvestment being put back into these buildings over that time period. These buildings have also not increased in size to accommodate new employees added as the community has grown, and they have not kept up from a space perspective to store all of our equipment. Finally, these City facilities have not kept up with security measures that are now critical on public facilities to keep our employees and visitors safe.

To address this issue, the City hired architects from Leo A Daly and the construction management firm RJM Construction to complete the following tasks:

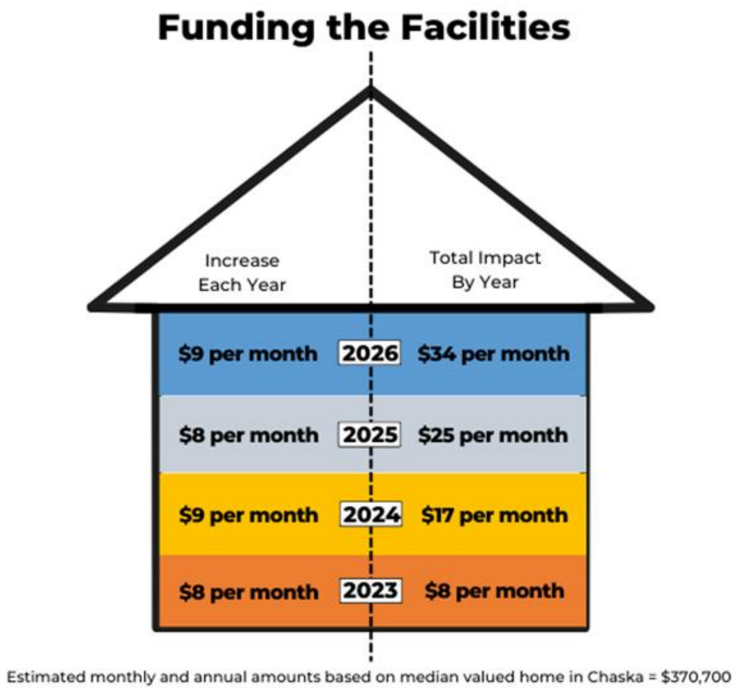
- Identify the square footage needs of every General Fund Department
- Develop a Concept Plan to address each of the department's needs
- Develop conceptual pricing to accomplish implementing these building recommendations

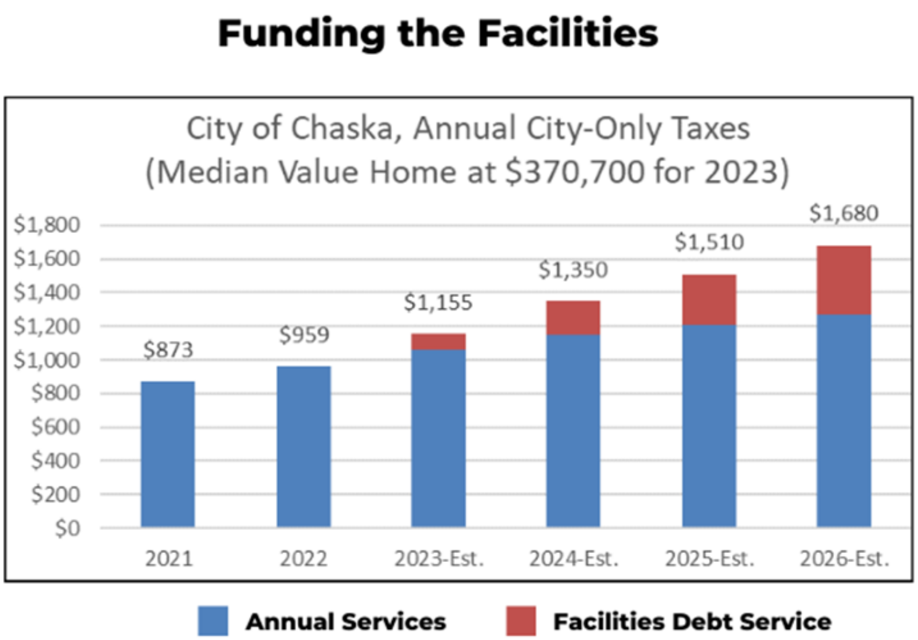
The findings of this study were presented to the Council in May, along with recommendations for how to fund these facility needs. The total estimated costs to address the needs of each of these facilities was $115 million, which would create an annual debt service need of a little over $6.1 million per year, with $4.5 million attributed to General Fund costs, and $1.6 million attributed to costs of our Enterprise Funds (i.e., Electric, Water/Sewer, Storm).

As we have discussed during this process, one of the things that makes this issue difficult to address is both the fact that the original facilities were funded using 1-time dollars, and our tax levy has historically been very low, giving us few resources to reinvest back into these facilities as the needs have arisen. This means that to address this issue, we have needed to look at creating new resources unless we are willing to cut back on our existing services levels, which have also been traditionally leanly funded.

To address the funding of this program, but to not see the impact all come at once, Staff presented a recommendation to Council to increase the funding over a 4-year period, with the tax levy needing to increase by $1.125 million for each of the next four years. Increasing this over a 4-year period would also match up with the pace at which we could even implement improvements to the plan, as we would only have the capacity to take on one facility each year. With this plan, all four buildings would be completed by late 2028/early 2029, with the priority going to our Public Safety facility, since it has the greatest immediate needs, and then our Municipal Services Building. The new Library would be the third building to be addressed, as we would need to move the library out of City Hall to pick up the needed space in this facility. The last piece of the project would be the remodeling of City Hall to pick up the spaces vacated by the library and Police Department.

As the Council is aware, we have done a lot of public outreach over the summer months to educate our residents not only about the need, but what impact they could expect on taxes if we were to move forward with this plan. The plan would start at an $8 monthly impact to the median-valued home in 2023, an additional $9 per month in 2024, an additional $8 per month in 2025 and the final year of the plan in 2026 would bring an additional impact of $9 per month. At the end of 4 years, the monthly impact to a median-valued home would be $34 per month, or $408 per year. We would anticipate that this would put us about in the middle of the 84 Metropolitan Municipalities for tax levy per capita impact. Below are two charts we have been showing the public for the financial impact of the program:





Adding the impact of the baseline tax levy increase ($5/month) to the increase needed for the 3rd year of the Staffing Study Implementation ($4.50/month) and the impact of the first year of the Building Improvement Plan ($8/month), the total impact for a median-valued home ($370,700) in Chaska for 2023 would be approximately $17.40 per month for the tax levy needed to support the entire General Fund budget for 2023.

As mentioned previously, the Public Safety facility would be the first building to be addressed in this plan, with architectural planning occurring over the 2023 year and construction planned to start the summer of 2024. We would anticipate being completed with the Public Safety facility in late 2025 if we are able to stick to this schedule.

Property Taxes:
For 2023, to accomplish establishing our base-line budget, address implementing the third year of the Staffing Gap plan implementation, fully funding the CAMP, and starting the 1st year of the Building Improvement Program, the total tax levy needed would be $15,216,147. This levy represents our entire levy, which includes General Fund, Equipment Acquisition Fund, Cemetery Fund, Tax Abatement Fund and the EDA. This represents an increase of 20.07% from the 2022 total tax levy.

This levy increase would be made up of 7.28% to support the baseline levy (5.11% for inflation and 2.17% for new growth in the community), in addition to $489,000 that is needed for the third year of our Staffing Study implementation. Finally, an additional $1.125 million of tax levy would be added for the first year of the Building Improvement Program. It should be noted that a portion of our total levy goes towards our General Fund Budget, with the remaining going towards our Equipment Acquisition Fund and debt service for our current Downtown Street Reconstruction Program.

It should also be noted that out of this total tax levy amount, $333,951 represents a levy for tax abatement assistance provided in the past. This additional amount represents the 11th year of tax abatement that was provided to the West Creek Corporate Center Development for development of infrastructure to support this new industrial park, along with some other tax abatement projects including the 212 Medical Center Addition and the Chaska Creek Medical Building. While we are required to officially levy this assistance, the City is a "pass-through" for these funds, with the same amount coming in from this project that goes out for the tax abatement assistance. It does not influence other taxpayers in the community.

Within this total levy amount, the Chaska Economic Development Authority also has a $196,308 levy. Last year this levy was $182,989. The amount levied for 2023 in the EDA Fund of $196,308 represents the dollars supporting the operations of our Economic Development Activity and was included in the total tax levy amount of $15,216,147.

In summary, the total levy will include:

- Continuation of dollars to support the Downtown Street Reconstruction Program
- $14,685,888 being levied to support General Fund Operations, a portion of Street Reconstruction Debt Service, Mt. Pleasant Cemetery, and existing Equipment Acquisition Fund needs
- $489,000 of additional levy (included in the total above) to support the third year of implementation on our Staffing Gap program
- $1,125,000 to support the first year of the Building Improvement Program (included in total above)
- $1,000,000 for our CAMP (included in total above)
- $196,308 being levied in the Economic Development Authority Fund for operations
- $333,951 in tax abatement that is generated from the new West Creek Corporate Center Development, 212 Medical Center and Exactec.

The following table summarizes Chaska's actual tax levies (General Levy, EDA, Tax Abatement and Mount Pleasant Cemetery for 2020, 2021 and 2022, along with the proposed 2023 levy:

	2020	2021	2022	2023	Increase	%
General/Equipment Acquisition/EDA/Tax Abatement	$ 10,510,132	$ 11,406,925	$ 12,666,429	$ 15,210,147	$ 2,543,718	20.08%
Mt Pleasant	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ -	0.00%
Total Operating and Special Levy	$ 10,516,132	$ 11,412,925	$ 12,672,429	$ 15,216,147	$ 2,543,718	20.07%

Impact of Tax Levy on Property Owners

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

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

Overall, Chaska's market values, excluding tax-exempt property, increased by $785,068,300 to $4,297,171,400-an overall increase of 22.35%. The largest percentage increase that we saw in 2022 was in residential properties, with a 24.61% overall increase. 2.49% of that came from construction of new residential units in the community, with the other 22.17% coming from increasing values in existing residential units.

The other major area of increase we saw was in Apartment properties, with a 21.30% increase in market values. 0.24% of that growth came from new construction, meaning that 21.07 of the increase was experienced in existing Apartment buildings. This is consistent with what we have been seeing in the community with a lack of apartment units that are currently available. It should be noted that this lack of available rental units will change dramatically over the next two years, as we currently have 3 apartment projects and 1 rental townhome project that is moving forward that will bring nearly 500 new rental properties to our community. Commercial/Industrial also saw a large increase in 2022, with a total of a 14.05% increase. Undeveloped Agricultural land also saw an 8.55% increase, meaning that there was still demand for development property in the community.

Below is a summary of the Market Values for taxes payable 2023 (assessed 2022) as established by the County Assessor's office:

Chaska 2022 Assessment					
	Residential	Commercial/Industrial	Apartment	Ag	Total
2022 EMV	**$3,295,947,000**	**$631,025,600**	**$281,134,600**	**$89,064,200**	**$4,297,171,400**
2021 EMV	**$2,645,009,100**	**$553,274,200**	**$231,767,700**	**$82,052,100**	**$3,512,103,100**
Total Value Change	$650,937,900	$77,751,400	$49,366,900	$7,012,100	$785,068,300
New Construction	**$65,868,900**	**$9,842,000**	**$545,000**	**$0**	**$76,255,900**
Market Change	$585,069,000	$67,909,400	$48,821,900	$7,012,100	$708,812,400
% New Construction	2.49%	1.78%	0.24%	0.00%	2.17%
% Market Change	22.12%	12.27%	21.07%	8.55%	20.18%
2022 Total % Change	**24.61%**	**14.05%**	**21.30%**	**8.55%**	**22.35%**

Using the 2022 market values and the classification formulas established by the State, the County Auditor has calculated Chaska's 2022 (for taxes payable 2023) gross tax capacity to be $49,483,043, an increase of 22.98%. To calculate the net tax capacity used for determining Chaska's tax rate, a reduction must be made for captured tax increment and fiscal disparity contributions. Our current captured TIF value is $1,851,247 with Chaska's fiscal disparities contribution for 2023 being $4,155,642 resulting in a net tax capacity of $43,476,154 an increase of 24.78%.

	2022	2023	Increase	%
Gross Tax Capacity	$40,238,279	$49,483,043	$9,244,764	22.98%
TIF	$1,327,634	$1,851,247	$523,613	39.44%
Fiscal Disparities	$4,068,058	$4,155,642	$87,584	2.15%
Other				
Net Tax Capacity	$34,842,587	$43,476,154	$8,633,567	24.78%

Based on these estimates, Carver County has estimated Chaska's 2023 General Fund tax rate to be 31.197%. This is a decrease of 1.35% from 2022, where we had a tax rate of 31.625%. With the median value of home going up from $298,500 to $370,700 in the community, this would bring the median-valued home's City taxes from $947 in 2022 to $1,156 in 2023, or an increase of approximately 17.40 per month or $209 for the year.

As always, the actual amount of impact is completely dependent on the actual market value change experienced on that property over the past year.

As we have discussed in previous years, Chaska has been in the lowest tax levies per capita of all Metropolitan cities for several years. As we move forward to implement the Building Improvement Program, this will impact Chaska's place in these rankings, but it will still be in the lowest taxed cities in the Twin Cities Metro Area. As we look at 2023, if you assumed that all other Cities have a 0% increase in their tax levies, Chaska would go from ranking 78th lowest out of 84 total Cities down to 56th lowest. However, if you assume that all other cities have a 5% increase, which most cities will be at this level or higher, we would move to 64th lowest out of 84, which would put us in the lowest 24% of Metro Cities, which still makes Chaska very competitive.

The following chart illustrates the highlights of the most recent survey and assumes that Chaska would implement the full tax levy we have discussed during this report, but that all other cities would have a 0% increase:

Ranking	City	Taxes	Population	Tax Levy Per Capita
1	Golden Valley	$27,927,443.00	22,334	$1,250.45
2	Oak Park Heights	$6,034,373.00	4,830	$1,249.35
3	Wayzata	$5,415,369.00	4,481	$1,208.52
4	Mendota Heights	$11,194,705.00	11,652	$960.75
5	Hopkins	$18,140,100.00	18,926	$958.48
6	Minneapolis	$415,119,275.00	434,346	$955.73
7	Excelsior	$2,188,937.00	2,360	$927.52
8	Columbus	$3,728,744.00	4,167	$894.83
9	West St. Paul	$18,657,430.00	20,882	$893.47
10	St. Anthony Village	$8,033,678.00	9,175	$875.61
56	Chaska	$15,216,147.00	27,931	$544.79
57	Plymouth	$43,654,569.00	81,184	$537.72
58	Ramsey	$15,312,856.00	28,520	$536.92
59	Rosemount	$14,026,345.00	26,133	$536.73

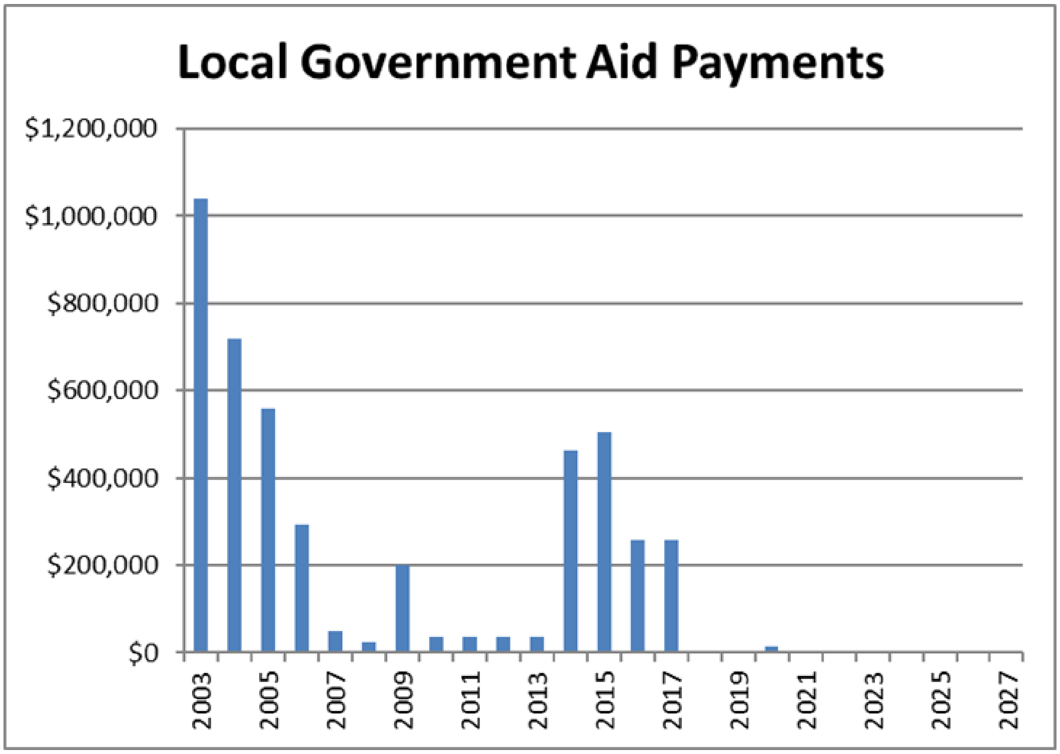
71	Chanhassen	$12,663,076.00	25,936	$488.24
72	New Brighton	$11,481,450.00	23,705	$484.35
73	Coon Rapids	$30,990,539.00	64,128	$483.26
74	Mounds View	$6,178,870.00	13,133	$470.48
75	North St. Paul	$5,820,296.00	12,397	$469.49
76	Cottage Grove	$18,339,000.00	39,605	$463.05
77	Falcon Heights	$2,360,444.00	5,125	$460.57
78	Arden Hills	$4,472,680.00	9,897	$451.92
79	St. Paul Park	$2,442,807.00	5,507	$443.58
80	Vadnais Heights	$5,724,529.00	13,080	$437.66
81	Anoka	$7,811,653.00	18,041	$432.99
82	Lauderdale	$950,351.00	2,247	$422.94
83	North Oaks	$2,051,403.00	5,306	$386.62
84	White Bear Lake	$8,080,000.00	24,671	$327.51

Intergovernmental Revenues:

One significant change we experienced starting in 2018 and has continued into 2023 is the reduction of our Local Government Aid by approximately $250,000, bring us down to nearly $0 for the past 3 years. In 2020 the amount we had certified was $14,171, with us receiving $0 in 2021 and 2022. In 2023, we received notification that our certified amount is $0, meaning this will be the third time we receive no Local Government Aid at all. We expect this will continue at this level into the future. This change is due to the State's LGA formula, the increase in market values we have seen in the community over the past couple of years, and the decertification of our large TIF District #4 in 2014, which reincorporated a large taxable market value back into the community in that following year.

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

In 2014, the City received did see an allocation of LGA in the amount of $462,000, with it going to just over $500,000 in 2015 and $550,000 in 2016. In 2017, we once again saw this amount reduced to just under $250,000. With it now officially certified at $0, we do not expect we will see this revenue source again in the near future. Below is a chart of our experience for local government aid, and what we expect to see in LGA over the next 5-year period.



It should be noted that when the City saw the $250,000 LGA amount go to $1,000 in 2018, the Council did decide to levy back half of that amount ($125,000), which has remained in the budget ever since, and is included in the 2023 budgeted revenues. However, it continues to be important to point out that this loss of nearly $1 million from the State from that 2004 period did have a long-term impact on the City and is a large reason why we are now having to have the discussions about the gaps that we see in our staffing levels to sustainably meet our service level expectations and a significant reason we got behind on building maintenance activities.

Licenses and Permits

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

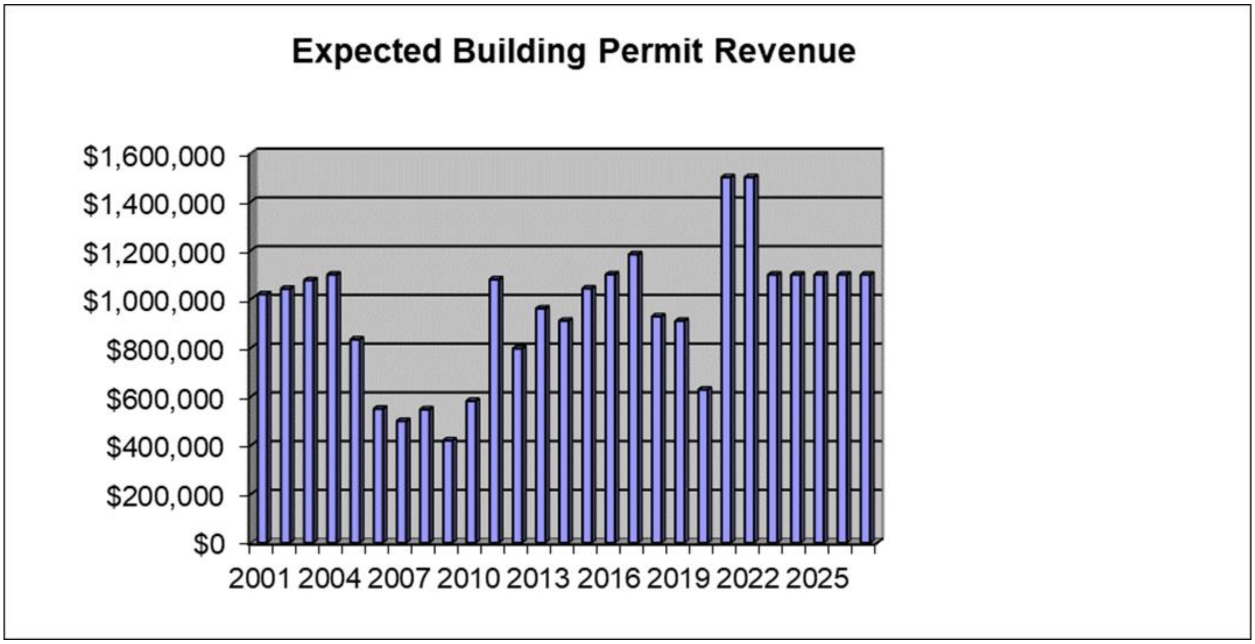
With the downturn in the economy in early 2020 due to the pandemic, we did see the permit revenue we expected to see be reduced significantly. While we continued to see relatively steady single-family residential development, we did see a big downturn in Commercial/Industrial activity, with only a few projects moving forward. In early July of 2020, we did amend our General Fund budget when we started to understand the impacts it would have on our budgeted revenues, especially in building permits. As part of that action, we did adjust our budget numbers down to $600,000, a reduction of approximately $400,000 from what we had budgeted at the beginning of the year.

While we continued being conservative in our budgeting for 2021 and 2022, budgeting for approximately $1 million over the course of each year, we did see a much larger than anticipated growth in residential activity, as well as growth in the Commercial/Industrial Market, in both 2021 and 2022. Although we budgeted just under $900,000 in 2021, we ended the year with close to $1.5 million in activity. In 2022, while we budgeted $1.1 million in permit revenue, we expect that this number is going to be closer to $1.8 million when we end the year.

While there are a number of projects that are likely going to be moving forward with construction in 2023, we do expect that most of these will be with larger Commercial/Industrial projects, with there being some slowdown because of interest rates rising on mortgages. The projects we expect to see pull permits include Costco, the residential development next to Costco, the apartment building at Hazeltine Plaza, the industrial Building on the old Chaska Building Center Site and continued work on the two Apartment projects in the Clover Ridge Neighborhood. So while we will likely see a slowdown in owner-occupied residential units, there are enough C/I projects in the works that we will likely still see high levels of building permit activity.

Given the continued C/I work moving forward, but a likely slowdown in owner-occupied residential, we are recommending a slight decrease in our budgeted permits for 2023, bringing it down to $1,035,000 million. By doing this, we think we are being more realistic to what we will actually see in 2023 because of a slowdown in the single-family residential units.

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



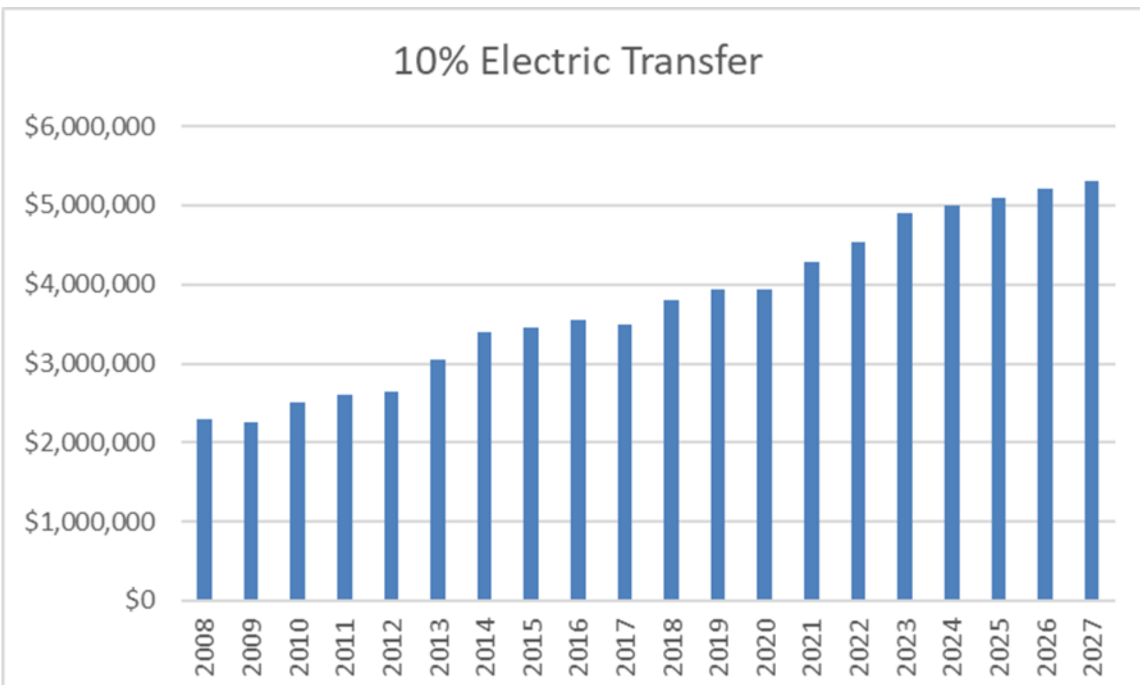
Electric Fund Transfers

The City has a formal policy of charging ourselves a per kilowatt-hour Right of Way usage fee, which is roughly equivalent to 5% of the total electric rate of our electric utility. In addition, we do an operational transfer from our Electric Fund to the General Fund to help support General Fund services, which is an objective of the Electric Fund. For 2023, the total amount of Right of Way fee transfer and operational transfer is budgeted to be just under $5 million.

We have seen an a dramatic increase in this portion of our revenue over the past several years, which has represented both an increase in usage by our existing customers, but also reflects the positive impacts we are seeing through the addition of large economic development projects such as an increase in Data Centers, additional commercial uses in town, and the recent expansions we have seen with existing businesses in our original Industrial Parks on the north end of the community. We continue to expect that to increase in 2023 as we expect to see some continued expansion of load in our data centers, as well as seeing existing industrial customers add on, Commercial uses be built, and residential growth continue.

It should be noted that in that total Electric Fee above, that we do program just under $50,000 of that to come from Minnesota Valley Electric Cooperative and Xcel for their Franchise Fee in 2023, with development of the first building at the Southwest corner of the intersection of 212 and Engler Boulevard now completed, the addition of residential in the Chevelle neighborhood, and the addition of at least two industrial building in West Creek Corporate Center opening in 2023. This Franchise fee to the other providers in Chaska is something that we would plan to fully implement in 2022 to make sure that as we see new development in our community, that users in other provider's territories are seeing a Franchise Fee (Right of Way usage fee) as if they were in Chaska Electric's territory.

There is a significant amount of development that will occur in the future in MVEC's territory, with most of the job growth in the Southwest Chaska Master Plan falling within their territory. Because of this, we expect this number to increase significantly as we move into the future, and we see this development occur. It should be noted that the Franchise fee that will be charged to MVEC and Xcel will be based on 5% of their gross revenues for the year to keep it consistent with our Right of Way usage fee for Chaska Electric. This is because of the limitations State Statute allows us to charge from an outside utility, and because this percentage matches up with the percentage that is charged to Centerpointe Energy for our enacted Gas Franchise Fee. Statute requires that these fees to external utilities be equitable from one utility to the next. The total for all external Utility Franchise Fees and our Right of Way usage fee and operational transfer for Chaska Electric represents 22% of our total General Fund Revenue Budget.



Charges for Services
Charges for services are those revenues that support the City derived from charges to individual users for services, other governmental agencies, or inter-fund charges for administrative services. These would include payroll, finance, administration, and Human Resources costs to our Enterprise Funds (i.e. Electric, Sewer, Water, CEC, etc…). For 2023, charges for services are programmed to be $4,803,300 as compared to $4,495,263 in 2022, or an increase of $308,037. This increase in charges for services is occurring to help us keep up with the actual cost of service the General Fund is providing to our other

Enterprise Funds. This includes all our Administrative Services, Human Resources and Administration. In 2020, we also added a contribution from the Enterprise Funds to the overall Building Maintenance Division Budget, which started at $125,000 in 2020. This amount is planned to increase to $375,000 for 2023 as we are implementing the third phase of our Staffing Study implementation. It should also be noted that there is an additional $400,000 that will be brought in from the Utility Funds to support the 1st year of the Building Improvement Program. These funds need to support their fair share of the overall program and what they will be using. After 4 years of the program, the Utility Funds would need to support $1.6 million of the total $6.1 annual debt service needed to support this program. We would plan to add $400,000 each of the 4 years of this program's implementation.

***General Fund Expenditures*:**
General fund operating expenditures are forecast to be $24,635,215 in 2023, which is an increase of 13.40% over the 2022 Operating Budget.

In preparing the 2023 budget the following general assumptions were used for the operating budget:

- *Utilize budgeting objectives developed*
- *Increase in the tax levy by 2.17% due to new growth and 5% for inflation*
- *Move to implement the third year of our Staffing Gap Study, adding $487,000 to the total tax levy, and an additional $125,000 from the Enterprise Funds to support the third year of the plan*
- *Implement the first year of the Building Improvement Program, adding $1.125 million to the tax levy, and $400,000 from the Utility Funds to support the first phase of this program.*
- *Continue with the implementation of our CAMP, with $1 million allocated to improvements to our existing General Fund Assets in the City*
- *Personnel salaries up 3%, with employer benefit contribution seeing 6% increase in 2023.*
- *Assume continuation of our Street Reconstruction Program*
- *Continue contract with City of Carver for shared recreational services, bringing in approximately $67,000 to support our recreational services*
- *Continue with $12,000 expense in 2023 for "Scholarships" to support large community activities utilizing our new banquet facility ($1,000 per month)*
- *Fully fund the Equipment Replacement Schedule for 2023*
- *Assume we are building up our General Fund reserves*
- *All other items in budget to remain unchanged*

Department	2021 Actual	2022 Budget	2023 Budget	Increase	%Increase	Notes
Council	$166,337	$182,008	$191,078	$9,070	4.98%	
Communication	$63,776	$52,008	$73,447	$21,439	41.22%	*This is an increase for more comm. Outreach*
Administration	$859,305	$890,488	$1,122,615	$232,127	26.07%	*This is the increase for Comm. Eng. Coordinator*
Human Resources	$354,787	$462,916	$462,885	-$31	-0.01%	
Elections	$10,902	$38,905	$13,906	-$24,999	-64.26%	
Admin Serv-Finance	$1,655,938	$1,760,400	$1,860,432	$100,032	5.68%	
Admin Serv-IS	$1,137,010	$1,269,942	$1,282,276	$12,334	0.97%	
Legal	$140,165	$100,000	$120,000	$20,000	20.00%	*This has increased because more development*
Community Dev.	$329,092	$380,392	$417,903	$37,511	9.86%	
Engineering	$541,933	$547,244	$635,216	$87,972	16.08%	*Work in full year salary of new As. Eng from last year*
City Hall Bldg	$241,868	$203,720	$216,612	$12,892	6.33%	
Building Maint Div	$478,586	$681,240	$761,846	$80,606	11.83%	*Work in full year of Building Maint from last year*
Police	$5,169,592	$5,584,386	$6,176,456	$592,070	10.60%	*Addition of new officer and full salary from last year*
Fire	$2,301,671	$2,283,915	$2,550,484	$266,569	11.67%	*Addition of new Inspector plus new equipment*
Building Inspection	$804,848	$755,775	$821,511	$65,736	8.70%	
Public Works Admin	$411,684	$427,833	$424,883	-$2,950	-0.69%	
Streets	$1,742,161	$1,934,186	$1,935,240	$1,054	0.05%	
Snow Removal	$331,313	$267,799	$284,555	$16,756	6.26%	
MSB Building	$220,768	$236,164	$211,196	-$24,968	-10.57%	
Park Maintenance	$621,315	$1,149,376	$1,281,432	$132,056	11.49%	*Addition of new Park Maintenance Worker*
ISD 112 Maint	$0	$37,369	$37,940	$571	1.53%	
Tree Control	$14,629	$13,074	$37,199	$24,125	184.53%	*Additional treatments for Emerald Ash Borer*
Parks Admin	$536,522	$811,095	$638,389	-$172,706	-21.29%	
Parks Youth	$178,545	$64,996	$193,905	$128,909	198.33%	*Shifted expenses from Park Admin into Youth*
Park Senior	$1,388	$166,025	$170,065	$4,040	2.43%	
Parks Adult	$56,917	$63,662	$69,758	$6,096	9.58%	
Firemen's Park	$108,926	$104,983	$123,425	$18,442	17.57%	
Parks Skating Rink	$1,071	$11,629	$12,481	$852	7.33%	
Unallocated	$905,973	$1,243,199	$2,508,080	$1,264,881	101.74%	*These are additional dollars for Building Program*
Total	$ 19,387,022	$ 21,724,729	$ 24,635,215	$2,910,486	13.40%	

From a CAMP perspective, 2023 will mark the 7th year in a row that we have budgeted for $1,000,000 being dedicated to this plan. This allows us to be able to program the exact projects we will be undertaking on an annual basis to support our overall Capital Asset Maintenance Program. For 2023, the following projects are planned to be undertaken:

- $480,000-Street Sealcoat Program (Westin Ridge, Autumn Woods South and Wildflower Lane)
- $500,000-Remodel of City Square Park
- $60,000-Trail Resurfacing (3 miles)

Based on this, and the other changes that were listed above, the level of expenditures we are recommending to the budget would allow us to meet our budget and service objectives set for the 2023 budget process, while also keeping us in the lower quarter of all Cities in the Metro Area for tax levy per capita.

<u>Specific Department 2023 Activities</u>

Administration

For 2023, we have one new position that is being added in the budget as part of the Staffing Gap Analysis Plan. The position being added would be an Economic Development Coordinator position. This would be the first position we have dedicated to Economic Development, with all Economic Development activities in the past having been completed by the Assistant City Administrator position. This will help provide the support needed for our increasing economic development activities.

In addition to this position, the Administration Department would also add the position of Community Engagement Coordinator. This is a position that is not being funded by tax levy, nor is a part of our Staffing Gap Analysis plan, but is instead being added through support from all of the departments in the City. This was a position that we identified as a desired action item coming out of the last Council/Department Head retreat, and would be focused on coordinating our efforts for "people-centered" services, such as coordinating efforts of our Chaska Cares program, creating a Volunteer Corp, expanding our DEI work and generally working to get our residents and businesses more engaged in the community. This was work that we started during COVID when our Parks and Recreation staff had more opportunity to do this work since we had long shutdowns of our recreational facilities allowing them more time to dedicate this. With things now being back to normal in our Parks and Recreation Department and their not being the Staff to help continue to lead these efforts, this position would be added to make sure we have someone dedicated to continuing and expanding these services within our organization.

Administrative Services

Budgeted staffing levels for the Administrative Services Department will remain steady in 2023. As part of the Staffing Study, it was identified that the IS portion of this department is short 1 Network Analyst position. With the delay in the Staffing Study, we have this position being implemented in fourth year of the Staffing Study in 2024.

Community Development

As indicated previously, while we may see some slowdown in Single-family residential development, we do anticipate that this upcoming year will still be busy one for planning and building departments, as we expect to continue to see Commercial/Industrial projects continue to move forward and the planned residential rental projects continue to move forward with development. With us coming off a 2021 that saw $1.5 million in building permit activity, and 2022 that will see close to $1.8 million in building permit activity, we do think it will remain strong in 2023, but maybe not quite as strong as we have seen the last two years. We are staffed to handle this load of development, although the building department will be very busy. With there expected to be less single-family development in the community in 2023, we have tried to budget conservatively on our Building Permit revenue, budgeting approximately $1.03 million for 2023.

The addition we have planned for the department in 2023 is a second City Planner position. This was identified in the Staffing Study. This is something that is needed given the level of our planning activities in Chaska. It is very unusual for a City with our level of activity to only have 1 planner. This will help get us to sustainable levels as we move forward through full development of our community. One final move we made in the budget for 2023 is to add dollars to increase Advertising and Printing costs to be able to provide increased notices and flyers/postcards for public engagement efforts we have discussed with the Planning Commission over the past year.

As part of the Staffing Study, in the Engineering Department we did add the Assistant City Engineer position in 2022, which has had an immediate impact on reducing the workload of our City Engineer to a reasonable level. There are no new positions planned for this department in 2023, although the addition of the 2nd Planner and Economic Development Coordinator positions will help as all three departments works closely together on projects.

Police

As we discussed during the budget process in 2022, we identified a major need in this department to deal with the shortage of staff, especially in our shifts that are staffed at minimum levels. As we discussed last year, our policy stated that our Staff minimums would be 2 Officers per shift at times in which we have traditionally lower demand. This is a staffing level policy that has been in place since 2001.

As our community has continued to grow, increasing nearly 10,000 in population, our policy was not able to keep up with safe practices for our Officers. Multiple calls for service at these times leaves an officer without proper backup, which can put an officer in a dangerous position. It also forces our Officers to be more reactive to situations instead of proactive utilizing Community Policing techniques. This is due to their not having adequate time to take on Community Policing activities in these times we are staffed at minimum levels. This was identified in our Community Conversations/Survey in the summer of 2020 as being something desired in Chaska by our residents. As we discussed last year, to be able to meet these needs would take three additional officers. We added our 28th officer in 2022, and plan to add our 29th officer in 2023. The final of these three officers would be added in 2024 when we would plan to add our 30th officer. In addition to this Staffing addition, we also have $10,000 programmed for the addition of a drone in our Public Safety Department, as well as a tactical robot for $4,000 that would allow for entrance into a barricaded property to assess situations without putting officers or suspects in danger. We also have $4,200 programed to be a member of the Twin Cities Fencing Consortium to address being able to get fencing if we had any public rioting in front of our Police Department, and we have $10,200 programmed to purchase 12 sets of Protective Equipment for Mobile Field Force Officers.

Fire Department

Currently, the Fire Department has an authorized staffing level of 45 paid-on-call staff, although because of retirements on the department, the actual staffing level is usually lower, with a full-time Fire Chief and Fire Marshal, along with two Fire Inspectors. We also have a support staff in the Fire Department to support Administrative functions. In 2022 we added the position of Training Chief to be able to take on the increasing administrative task of coordinating all required training in our department. All 6 of these full-time staff are also Firefighters, allowing them to respond to calls during the day, and reduce the burden on our Paid-on-Call Staff.

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

In addition to this, in 2015 we also did add Duty Crew shifts twice a week to both help take the burden off all fire fighters to respond to calls, and to pilot this program for future use. We have been able to add to this over the last five years, providing this service most days of the week.

In the 2018 budget we made another significant change to the department by budgeting the addition of two new Rental Inspectors/Fire Fighters to the Department. The primary function of these employees is to help bolster our Rental Inspection program, as that area of services has been on the rise as more single-family homes were converted to rentals during our last economic downtown. As mentioned previously, an added benefit of these employees being in the Fire Department is that they add two additional firefighters at the station during daytime hours to be able to respond to fire calls. Given that this is the most difficult time for the City to staff with Paid On-Call Fire Fighters, this will continue to help us maintain our volunteer-based department. This has been a great addition to this department and is continued to be included in the 2022 budget, along with the Administrative Support position that is also staffed by a firefighter to provide additional daytime response.

As we discussed previously, the biggest need to keep this department with a base of Paid on Call firefighters is to deal with the day-time response issues, and to relieve our volunteers from having to take on Administrative duties. To continue to address this. In 2022 we did move the existing position of Training Chief and funded it to allow for this to become a full-time position instead of a Paid-on-Call position. This has helped us continue to create more full-time support for those difficult daytime hours, and to take away more administrative burden from volunteers. We hope that will help with recruitment and retention of firefighters into the future.
In 2023, we do have the addition of a 3rd rental inspection/FT Firefighter position. This position is needed because we will be adding over 500 new rental units in the community over the next 12 months, which increases the number of units to a level that is not sustainable from 2 inspectors. This 3rd position will be supported by the revenue we generate from additional rental licenses.

Finally, one addition that we are recommending for the 2023 budget is the addition of a 3rd pumper in our fleet. We have found that over the past few years, we have had 25% of the time that we have had at least one vehicle down, which has only left us with two major pieces of apparatus. We do have a pumper replacement scheduled already in 2026. We are moving that up to 2023 to purchase and then planning on keeping the oldest pumper we have in the fleet to a backup pumper instead of selling it. By doing this, it does not really affect our budget differently than planned until 2042 as that is when we would need to account for the added pumper in our replacement schedule, but it does provide us with the immediate backup of equipment right away so that we do not run the risk of not having enough apparatus in service to properly be able to respond to a call without Mutual Aid backup. The cost of this apparatus is $1 million and would not be delivered until 2024 because of supply chain issues.

Public Works

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

The largest item identified as a need in the Staffing Study was the need for the City to dedicate more resources to our Building Maintenance Activities. This is especially true as our facilities have continued to age, and we have not always put the proper levels of resources necessary in the past to keep these buildings in good condition. As the Council is aware, the City did move in 2020 to centralize all its Building Maintenance Activities to one central Division, which we currently house in the Public Works Department. Ultimately, the Staffing study would show that this Division will have 5 dedicated full-time Staff to address building maintenance, with the ability to centralize it in one area so that we are able to maintain all our facilities in a similar manner and take advantage of purchasing power by bringing service contracts under one area of the organization. In 2022, we did move to add the 4th of the 5 planned Building Maintenance positions, with the last one being added in 2024. We also added an additional Storm Water Utility person in 2022 to help support that departments growing activities. We will still have 1 additional Storm water maintenance person we plan to add in 2024.

For 2023, we do have a Park Maintenance Worker identified in our Staffing Gap Analysis plan to hire, with that hire planning on coming on in the Spring before the summer season starts. In addition to this, we also have added an additional $40,000 to the Public Works Department in 2023 to address the treatment of trees for the Emerald Ash Borer, as this has become a large issue in our community. We cannot treat all trees, but we are focusing on the ones that are most significant to our overall community (i.e. City Square Park).

Recreation

Although functionally, the Recreation Department, Community Center and new Curling/Event Center are in essence combined, Recreation Administration and Programming are budgeted as separate General Fund activities. Having them functionally work together does create efficiencies, which has kept our Park and Recreation expenditures significantly below the State average for communities our size. In 2022, we plan to continue to have our Park and Recreation Director, our Recreation Manager, our Recreation Coordinator, the Recreation/Special Events Coordinator and Athletics Supervisor all funded fully out of the General Fund, with a portion of other support positions allocated to the General Fund. As mentioned previously, we also are planning to relieve the Community Center of the $200,000 of Administrative Fee charged to it annually to recognize the significant negative impacts COVID has continued to have on that facility, and to recognize the large capital improvements we have had to address in this facility as the facility has aged. While we will still see the Administrative Fee come in from the CCC into the General Fund, it will now be supported by a transfer of funds from the Utility Department into our CCC Fund. The Staffing Study did not identify any gaps in our overall staffing levels for recreation, and Staffing levels will remain unchanged for 2023 and into the near future.

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:		2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
101	101-General Fund									
00	Unassigned									
0000	Unassigned									
10100000	General Fund									
	TOTAL REVENUE	-14,179,816	-15,826,354	-16,692,122	-12,601,573	-18,103,496	-20,941,872	15.68%	-23,128,499	10.44%
	TOTAL EXPENSE	525,000	480,000	635,000	177,500	705,000	1,980,000	180.85%	1,895,000	-4.29%
	Total General Fund	-13,654,816	-15,346,354	-16,057,122	-12,424,073	-17,398,496	-18,961,872	8.99%	-21,233,499	11.98%
	Total Unassigned	-13,654,816	-15,346,354	-16,057,122	-12,424,073	-17,398,496	-18,961,872	8.99%	-21,233,499	11.98%
	Total Unassigned	-13,654,816	-15,346,354	-16,057,122	-12,424,073	-17,398,496	-18,961,872	8.99%	-21,233,499	11.98%

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:		2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
10	General Government									
1110	Council									
10111100	Council									
	TOTAL REVENUE	**-1,500**	**-1,771**	**-1,750**	**-1,150**	**0**	**0**	**0.00%**	**0**	**0.00%**
	TOTAL EXPENSE	**166,212**	**199,757**	**166,337**	**159,087**	**182,008**	**191,078**	**4.98%**	**193,209**	**1.12%**
	Total Council	**164,712**	**197,986**	**164,587**	**157,937**	**182,008**	**191,078**	**4.98%**	**193,209**	**1.12%**
	Total Council	**164,712**	**197,986**	**164,587**	**157,937**	**182,008**	**191,078**	**4.98%**	**193,209**	**1.12%**

2 Year Budget Report
Compared to Actuals

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PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
1150 Communication									
10111500 Communication									
TOTAL REVENUE	**-331,761**	**-328,119**	**-315,496**	**-158,846**	**-300,000**	**-309,000**	**3.00%**	**-309,080**	**0.03%**
TOTAL EXPENSE	**92,698**	**106,021**	**63,776**	**44,726**	**52,008**	**73,447**	**41.22%**	**69,589**	**-5.25%**
Total Communication	**-239,062**	**-222,098**	**-251,720**	**-114,120**	**-247,992**	**-235,553**	**5.02%**	**-239,491**	**-1.67%**
Total Communication	**-239,062**	**-222,098**	**-251,720**	**-114,120**	**-247,992**	**-235,553**	**5.02%**	**-239,491**	**-1.67%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
1210 Administration									
10112100 Administration									
TOTAL REVENUE	**-90,731**	**-86,652**	**-86,962**	**-75,805**	**-83,510**	**-131,460**	**57.42%**	**-180,298**	**37.15%**
TOTAL EXPENSE	**1,007,791**	**794,154**	**859,305**	**835,415**	**890,488**	**1,122,615**	**26.07%**	**1,260,355**	**12.27%**
Total Administration	**917,060**	**707,502**	**772,343**	**759,610**	**806,978**	**991,155**	**22.82%**	**1,080,057**	**8.97%**
Total Administration	**917,060**	**707,502**	**772,343**	**759,610**	**806,978**	**991,155**	**22.82%**	**1,080,057**	**8.97%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
1220 Human Resources
10112200 Human Resources

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	**0**	**-1,433**	**-104**	**-80**	**0**	**0**	**0.00%**	**0**	**0.00%**
TOTAL EXPENSE	**36**	**271,592**	**354,787**	**407,201**	**462,916**	**462,885**	**-0.01%**	**486,121**	**5.02%**
Total Human Resources	**36**	**270,159**	**354,683**	**407,121**	**462,916**	**462,885**	**-0.01%**	**486,121**	**5.02%**
Total Human Resources	**36**	**270,159**	**354,683**	**407,121**	**462,916**	**462,885**	**-0.01%**	**486,121**	**5.02%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:		2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
1420	Elections									
10114200	Elections									
	TOTAL REVENUE	**-1,052**	**-21,441**	**-133**	**-20**	**0**	**0**	**0.00%**	**0**	**0.00%**
	TOTAL EXPENSE	**10,019**	**61,512**	**10,902**	**11,975**	**38,905**	**13,906**	**-64.26%**	**46,967**	**237.75%**
Total	**Elections**	**8,967**	**40,071**	**10,769**	**11,955**	**38,905**	**13,906**	**-64.26%**	**46,967**	**237.75%**
Total	**Elections**	**8,967**	**40,071**	**10,769**	**11,955**	**38,905**	**13,906**	**-64.26%**	**46,967**	**237.75%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
1510 Administrative Services									
10115100 AS:Finance									
TOTAL REVENUE	**-67,530**	**-15,942**	**-19,099**	**-21,922**	**-43,260**	**-32,660**	**-24.50%**	**-33,313**	**2.00%**
TOTAL EXPENSE	**1,678,971**	**1,670,820**	**1,655,938**	**1,578,752**	**1,760,400**	**1,860,432**	**5.68%**	**1,952,402**	**4.94%**
Total AS:Finance	**1,611,441**	**1,654,878**	**1,636,839**	**1,556,829**	**1,717,140**	**1,827,772**	**6.44%**	**1,919,089**	**5.00%**
Total Administrative Services	**1,611,441**	**1,654,878**	**1,636,839**	**1,556,829**	**1,717,140**	**1,827,772**	**6.44%**	**1,919,089**	**5.00%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
1580 Information Technology									
10115800 AS:IT									
TOTAL REVENUE	**-428,817**	**-505,207**	**-520,150**	**-535,800**	**-535,800**	**-562,600**	**5.00%**	**-579,500**	**3.00%**
TOTAL EXPENSE	**1,160,949**	**1,202,917**	**1,137,010**	**1,151,434**	**1,269,942**	**1,282,276**	**0.97%**	**1,315,399**	**2.58%**
Total AS:IT	**732,132**	**697,710**	**616,860**	**615,634**	**734,142**	**719,676**	**-1.97%**	**735,899**	**2.25%**
Total Information Technology	**732,132**	**697,710**	**616,860**	**615,634**	**734,142**	**719,676**	**-1.97%**	**735,899**	**2.25%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
1585 Infomation Services-Pass Thru
10115850 AS: Information Tech PassThru

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	-39,961	-110,011	-31,420	0	-45,900	-45,900	0.00%	-45,900	0.00%
TOTAL EXPENSE	41,058	40,651	31,420	17,712	45,900	45,900	0.00%	45,900	0.00%
Total AS: Information Tech PassThru	1,096	-69,360	0	17,712	0	0	0.00%	0	0.00%
Total Infomation Services-Pass Thru	1,096	-69,360	0	17,712	0	0	0.00%	0	0.00%

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:		2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
1610	Legal									
10116100	Legal									
	TOTAL EXPENSE	**117,798**	**141,281**	**140,165**	**207,133**	**100,000**	**120,000**	**20.00%**	**120,500**	**0.42%**
Total	**Legal**	**117,798**	**141,281**	**140,165**	**207,133**	**100,000**	**120,000**	**20.00%**	**120,500**	**0.42%**
Total	**Legal**	**117,798**	**141,281**	**140,165**	**207,133**	**100,000**	**120,000**	**20.00%**	**120,500**	**0.42%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
1710 Community Development									
10117100 Community Development									
TOTAL REVENUE	**-169,257**	**-139,430**	**-143,108**	**-141,928**	**-90,500**	**-40,800**	**-54.92%**	**-41,616**	**2.00%**
TOTAL EXPENSE	**909,592**	**325,030**	**329,092**	**481,510**	**380,392**	**417,903**	**9.86%**	**489,583**	**17.15%**
Total Community Development	**740,334**	**185,600**	**185,984**	**339,582**	**289,892**	**377,103**	**30.08%**	**447,967**	**18.79%**
Total Community Development	**740,334**	**185,600**	**185,984**	**339,582**	**289,892**	**377,103**	**30.08%**	**447,967**	**18.79%**

2 Year Budget Report
Compared to Actuals

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
1810 Engineering
10118100 Engineering

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	-47,761	-105,913	-136,195	-217,956	-110,000	-111,000	0.91%	-111,400	0.36%
TOTAL EXPENSE	416,016	467,689	541,933	505,199	547,244	635,216	16.08%	655,211	3.15%
Total Engineering	368,255	361,776	405,739	287,243	437,244	524,216	19.89%	543,811	3.74%
Total Engineering	368,255	361,776	405,739	287,243	437,244	524,216	19.89%	543,811	3.74%

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
1910 Govt Bldgs - 1 City Hall Plaza									
10119100 Govt Bldgs - 1 City Hall Plaza									
TOTAL REVENUE	**-3,484**	**-3,659**	**-10,444**	**-3,211**	**-3,570**	**-3,570**	**0.00%**	**-3,641**	**2.00%**
TOTAL EXPENSE	**198,775**	**220,284**	**241,868**	**191,345**	**203,720**	**216,612**	**6.33%**	**220,344**	**1.72%**
Total Govt Bldgs - 1 City Hall Plaza	**195,290**	**216,625**	**231,424**	**188,134**	**200,150**	**213,042**	**6.44%**	**216,703**	**1.72%**
Total Govt Bldgs - 1 City Hall Plaza	**195,290**	**216,625**	**231,424**	**188,134**	**200,150**	**213,042**	**6.44%**	**216,703**	**1.72%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
1930 Building Maintenance
10119300 Building Maintenance

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	**0**	**-125,000**	**-127,845**	**-70,621**	**-66,950**	**-70,300**	**5.00%**	**-72,400**	**2.99%**
TOTAL EXPENSE	**0**	**254,346**	**478,586**	**541,597**	**681,240**	**761,846**	**11.83%**	**782,156**	**2.67%**
Total Building Maintenance	**0**	**129,346**	**350,741**	**470,976**	**614,290**	**691,546**	**12.58%**	**709,756**	**2.63%**
Total Building Maintenance	**0**	**129,346**	**350,741**	**470,976**	**614,290**	**691,546**	**12.58%**	**709,756**	**2.63%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
6900 Unallocated									
10169000 Unallocated									
TOTAL EXPENSE	**-1,734**	**2,100**	**-2,857**	**24,130**	**378,453**	**267,991**	**-29.19%**	**330,000**	**23.14%**
Total Unallocated	**-1,734**	**2,100**	**-2,857**	**24,130**	**378,453**	**267,991**	**-29.19%**	**330,000**	**23.14%**
Total Unallocated	**-1,734**	**2,100**	**-2,857**	**24,130**	**378,453**	**267,991**	**-29.19%**	**330,000**	**23.14%**
Total General Government	**4,616,324**	**4,313,576**	**4,615,558**	**4,929,876**	**5,714,126**	**6,164,817**	**7.89%**	**6,590,587**	**6.91%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
20 Public Safety
2110 211 or 2110 Police
10121100 Police

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	**-529,322**	**-348,519**	**-479,812**	**-370,732**	**-481,746**	**-493,627**	**2.47%**	**-504,960**	**2.30%**
TOTAL EXPENSE	**4,535,922**	**4,836,613**	**5,169,592**	**5,252,346**	**5,584,386**	**6,176,456**	**10.60%**	**6,416,657**	**3.89%**
Total Police	**4,006,600**	**4,488,094**	**4,689,780**	**4,881,614**	**5,102,640**	**5,682,829**	**11.37%**	**5,911,697**	**4.03%**
Total 211 or 2110 Police	**4,006,600**	**4,488,094**	**4,689,780**	**4,881,614**	**5,102,640**	**5,682,829**	**11.37%**	**5,911,697**	**4.03%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
2140 Crime Prevention Program									
10121400 Crime Prevention Program									
TOTAL REVENUE	**-2,080**	**0**	**-12,000**	**-1,000**	**0**	**0**	**0.00%**	**0**	**0.00%**
TOTAL EXPENSE	**1,928**	**170**	**752**	**816**	**354**	**356**	**0.56%**	**358**	**0.50%**
Total Crime Prevention Program	**-152**	**170**	**-11,248**	**-184**	**354**	**356**	**0.56%**	**358**	**0.50%**
Total Crime Prevention Program	**-152**	**170**	**-11,248**	**-184**	**354**	**356**	**0.56%**	**358**	**0.50%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
2210 Fire
10122100 Fire

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	-366,646	-323,419	-465,206	-360,004	-326,890	-341,919	4.60%	-345,877	1.16%
TOTAL EXPENSE	1,914,720	2,182,768	2,301,671	2,071,674	2,283,915	2,550,484	11.67%	2,715,587	6.47%
Total Fire	1,548,074	1,859,349	1,836,465	1,711,670	1,957,025	2,208,565	12.85%	2,369,709	7.30%
Total Fire	1,548,074	1,859,349	1,836,465	1,711,670	1,957,025	2,208,565	12.85%	2,369,709	7.30%

2 Year Budget Report
Compared to Actuals

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:

2410 Building Inspections

10124100 Building Inspections

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	**0**	**-714,080**	**-1,617,663**	**-1,807,463**	**-1,039,178**	**-1,039,178**	**0.00%**	**-1,039,260**	**0.01%**
TOTAL EXPENSE	**-1**	**681,165**	**804,848**	**816,194**	**755,775**	**821,511**	**8.70%**	**867,021**	**5.54%**
Total Building Inspections	**-1**	**-32,914**	**-812,815**	**-991,269**	**-283,403**	**-217,667**	**23.20%**	**-172,238**	**20.87%**
Total Building Inspections	**-1**	**-32,914**	**-812,815**	**-991,269**	**-283,403**	**-217,667**	**23.20%**	**-172,238**	**20.87%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
2910 Civil Defense
10129100 Civil Defense

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL EXPENSE	**4,880**	**11,653**	**5,320**	**5,322**	**5,785**	**5,814**	**0.50%**	**5,843**	**0.50%**
Total Civil Defense	**4,880**	**11,653**	**5,320**	**5,322**	**5,785**	**5,814**	**0.50%**	**5,843**	**0.50%**
Total Civil Defense	**4,880**	**11,653**	**5,320**	**5,322**	**5,785**	**5,814**	**0.50%**	**5,843**	**0.50%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
2990 COVID-19 Coronavirus									
10129900 COVID-19									
TOTAL EXPENSE	**0**	**290,228**	**0**	**0**	**0**	**0**	**0.00%**	**0**	**0.00%**
Total COVID-19	**0**	**290,228**	**0**	**0**	**0**	**0**	**0.00%**	**0**	**0.00%**
Total COVID-19 Coronavirus	**0**	**290,228**	**0**	**0**	**0**	**0**	**0.00%**	**0**	**0.00%**
Total Public Safety	**5,559,401**	**6,616,580**	**5,707,503**	**5,607,153**	**6,782,401**	**7,679,897**	**13.23%**	**8,115,368**	**5.67%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
30 Public Works									
3110 311 or 3110 PW Administration									
10131100 PW Administration									
TOTAL REVENUE	-4,800	-15,683	-96,286	-7,669	-25,000	-25,000	0.00%	-25,500	2.00%
TOTAL EXPENSE	346,486	435,971	411,684	361,651	427,833	424,883	-0.69%	441,047	3.80%
Total PW Administration	341,686	420,287	315,398	353,983	402,833	399,883	-0.73%	415,547	3.92%
Total 311 or 3110 PW Administration	341,686	420,287	315,398	353,983	402,833	399,883	-0.73%	415,547	3.92%

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:		2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
3120	312 or 3120 Street									
10131200	Street									
	TOTAL REVENUE	**-123,827**	**-124,373**	**-159,714**	**-121,889**	**-121,530**	**-121,530**	**0.00%**	**-121,561**	**0.03%**
	TOTAL EXPENSE	**1,582,319**	**1,717,805**	**1,742,161**	**1,723,723**	**1,934,186**	**1,935,240**	**0.05%**	**2,001,215**	**3.41%**
Total	**Street**	**1,458,492**	**1,593,432**	**1,582,447**	**1,601,834**	**1,812,656**	**1,813,710**	**0.06%**	**1,879,654**	**3.64%**
Total	**312 or 3120 Street**	**1,458,492**	**1,593,432**	**1,582,447**	**1,601,834**	**1,812,656**	**1,813,710**	**0.06%**	**1,879,654**	**3.64%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
3130 313 or 3130 Snow Removal									
10131300 Snow Removal									
TOTAL REVENUE	**-6,710**	**-2,810**	**-12,008**	**-2,170**	**-5,100**	**-5,100**	**0.00%**	**-5,202**	**2.00%**
TOTAL EXPENSE	**324,127**	**229,009**	**331,313**	**192,861**	**267,799**	**284,555**	**6.26%**	**289,636**	**1.79%**
Total Snow Removal	**317,417**	**226,199**	**319,304**	**190,691**	**262,699**	**279,455**	**6.38%**	**284,434**	**1.78%**
Total 313 or 3130 Snow Removal	**317,417**	**226,199**	**319,304**	**190,691**	**262,699**	**279,455**	**6.38%**	**284,434**	**1.78%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:

3140 314 or 3140 Sign Machine

10131400 Sign Machine

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	**-934**	**-1,047**	**-2,101**	**-6,647**	**-1,000**	**-1,000**	**0.00%**	**-1,000**	**0.00%**
TOTAL EXPENSE	**6,679**	**3,607**	**4,005**	**1,337**	**11,438**	**7,000**	**-38.80%**	**7,040**	**0.57%**
Total Sign Machine	**5,746**	**2,561**	**1,904**	**-5,311**	**10,438**	**6,000**	**-42.52%**	**6,040**	**0.67%**
Total 314 or 3140 Sign Machine	**5,746**	**2,561**	**1,904**	**-5,311**	**10,438**	**6,000**	**-42.52%**	**6,040**	**0.67%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
3310 Municipal Services Building									
10133100 Municipal Services Building									
TOTAL REVENUE	**-4,073**	**-136**	**0**	**0**	**-2,040**	**-2,040**	**0.00%**	**-2,081**	**2.00%**
TOTAL EXPENSE	**235,499**	**171,307**	**220,768**	**164,883**	**236,164**	**211,196**	**-10.57%**	**262,585**	**24.33%**
Total Municipal Services Building	**231,426**	**171,172**	**220,768**	**164,883**	**234,124**	**209,156**	**-10.66%**	**260,504**	**24.55%**
Total Municipal Services Building	**231,426**	**171,172**	**220,768**	**164,883**	**234,124**	**209,156**	**-10.66%**	**260,504**	**24.55%**

2 Year Budget Report
Compared to Actuals

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
3510 Park Maintenance
10135100 Park Maintenance

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	**0**	**0**	**-836**	**0**	**0**	**0**	**0.00%**	**0**	**0.00%**
TOTAL EXPENSE	**514,406**	**621,315**	**656,558**	**0**	**0**	**0**	**0.00%**	**0**	**0.00%**
Total Park Maintenance	**514,406**	**621,315**	**655,722**	**0**	**0**	**0**	**0.00%**	**0**	**0.00%**
Total Park Maintenance	**514,406**	**621,315**	**655,722**	**0**	**0**	**0**	**0.00%**	**0**	**0.00%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
3610 Tree Contol									
10136100 Tree Contol									
TOTAL REVENUE	**-31,372**	**-15,529**	**-40,797**	**-32,417**	**-27,769**	**-27,769**	**0.00%**	**-28,014**	**0.88%**
TOTAL EXPENSE	**27,564**	**16,398**	**55,426**	**50,360**	**40,843**	**64,968**	**59.07%**	**66,093**	**1.73%**
Total Tree Contol	**-3,808**	**869**	**14,629**	**17,943**	**13,074**	**37,199**	**184.53%**	**38,079**	**2.37%**
Total Tree Contol	**-3,808**	**869**	**14,629**	**17,943**	**13,074**	**37,199**	**184.53%**	**38,079**	**2.37%**
Total Public Works	**2,865,365**	**3,035,835**	**3,110,171**	**2,324,023**	**2,735,824**	**2,745,403**	**0.35%**	**2,884,259**	**5.06%**

2 Year Budget Report
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PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
50 Parks & Recreation									
5110 511 or 5110 PRA Admin									
10151100 P&R Administration									
TOTAL REVENUE	-71,276	-63,209	-129,320	-87,492	-67,575	-85,300	26.23%	-86,606	1.53%
TOTAL EXPENSE	511,317	529,924	536,522	699,467	811,095	638,389	-21.29%	662,853	3.83%
Total P&R Administration	440,040	466,714	407,201	611,975	743,520	553,089	-25.61%	576,247	4.19%
Total 511 or 5110 PRA Admin	440,040	466,714	407,201	611,975	743,520	553,089	-25.61%	576,247	4.19%

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
5120 Park Special Events
10151200 P&R Community Events

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	**0**	**0**	**-3,727**	**-14,379**	**-11,000**	**-11,000**	**0.00%**	**-11,220**	**2.00%**
TOTAL EXPENSE	**0**	**0**	**61,739**	**57,763**	**62,100**	**164,350**	**164.65%**	**169,192**	**2.95%**
Total P&R Community Events	**0**	**0**	**58,012**	**43,384**	**51,100**	**153,350**	**200.10%**	**157,972**	**3.01%**
Total Park Special Events	**0**	**0**	**58,012**	**43,384**	**51,100**	**153,350**	**200.10%**	**157,972**	**3.01%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
5210 521 or 5210 Youth
10152100 P&R Preschool/Youth Programs

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	**-24,499**	**-8,973**	**-20,724**	**-36,449**	**-22,440**	**-22,440**	**0.00%**	**-22,889**	**2.00%**
TOTAL EXPENSE	**161,916**	**178,545**	**186,487**	**69,888**	**64,996**	**193,905**	**198.33%**	**201,859**	**4.10%**
Total P&R Preschool/Youth Programs	**137,417**	**169,572**	**165,763**	**33,439**	**42,556**	**171,465**	**302.92%**	**178,970**	**4.38%**
Total 521 or 5210 Youth	**137,417**	**169,572**	**165,763**	**33,439**	**42,556**	**171,465**	**302.92%**	**178,970**	**4.38%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
5215 521 or 5215 Teen									
10152150 P&R Teen Programs									
TOTAL REVENUE	**0**	**0**	**-1,930**	**0**	**-2,000**	**-2,000**	**0.00%**	**-2,040**	**2.00%**
TOTAL EXPENSE	**0**	**0**	**1,242**	**68**	**2,000**	**2,000**	**0.00%**	**2,010**	**0.50%**
Total P&R Teen Programs	**0**	**0**	**-689**	**68**	**0**	**0**	**0.00%**	**-30**	**0.00%**
Total 521 or 5215 Teen	**0**	**0**	**-689**	**68**	**0**	**0**	**0.00%**	**-30**	**0.00%**

2 Year Budget Report
Compared to Actuals

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PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
5220 522 or 5220 Senior
10152200 P&R Senior Programs

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	**0**	**0**	**-1,220**	**0**	**0**	**0**	**0.00%**	**0**	**0.00%**
TOTAL EXPENSE	**0**	**0**	**1,388**	**134,753**	**166,025**	**170,065**	**2.43%**	**177,254**	**4.23%**
Total P&R Senior Programs	**0**	**0**	**168**	**134,753**	**166,025**	**170,065**	**2.43%**	**177,254**	**4.23%**
Total 522 or 5220 Senior	**0**	**0**	**168**	**134,753**	**166,025**	**170,065**	**2.43%**	**177,254**	**4.23%**

2 Year Budget Report
Compared to Actuals

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
5230 523 or 5230 Adult
10152300 P&R Adult Programs

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	**-28,036**	**-7,608**	**-25,342**	**-16,374**	**-24,480**	**-20,000**	**-18.30%**	**-20,200**	**1.00%**
TOTAL EXPENSE	**99,296**	**64,138**	**56,917**	**57,718**	**63,662**	**69,758**	**9.58%**	**72,279**	**3.61%**
Total P&R Adult Programs	**71,260**	**56,530**	**31,575**	**41,344**	**39,182**	**49,758**	**26.99%**	**52,079**	**4.66%**
Total 523 or 5230 Adult	**71,260**	**56,530**	**31,575**	**41,344**	**39,182**	**49,758**	**26.99%**	**52,079**	**4.66%**

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PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
5240 524 or 5240 Firemens Park									
10152400 P&R Firemens Park									
TOTAL REVENUE	**-78,070**	**-161**	**-64,907**	**-74,343**	**-80,840**	**-81,940**	**1.36%**	**-83,803**	**2.27%**
TOTAL EXPENSE	**168,162**	**62,685**	**108,926**	**104,589**	**104,983**	**123,425**	**17.57%**	**127,134**	**3.01%**
Total P&R Firemens Park	**90,091**	**62,524**	**44,018**	**30,246**	**24,143**	**41,485**	**71.83%**	**43,332**	**4.45%**
Total 524 or 5240 Firemens Park	**90,091**	**62,524**	**44,018**	**30,246**	**24,143**	**41,485**	**71.83%**	**43,332**	**4.45%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:

5270 527 or 5270 Skating Rinks

10152700 P&R Skating Rinks

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL EXPENSE	**9,406**	**10,054**	**1,071**	**7,750**	**11,629**	**12,481**	**7.33%**	**12,971**	**3.93%**
Total P&R Skating Rinks	**9,406**	**10,054**	**1,071**	**7,750**	**11,629**	**12,481**	**7.33%**	**12,971**	**3.93%**
Total 527 or 5270 Skating Rinks	**9,406**	**10,054**	**1,071**	**7,750**	**11,629**	**12,481**	**7.33%**	**12,971**	**3.93%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
5280 528 or 5280 All Ages									
10152800 P&R All Ages Programs									
TOTAL REVENUE	**0**	**0**	**-733**	**-2,271**	**0**	**0**	**0.00%**	**0**	**0.00%**
TOTAL EXPENSE	**0**	**0**	**6,151**	**146**	**4,400**	**6,900**	**56.82%**	**6,905**	**0.07%**
Total P&R All Ages Programs	**0**	**0**	**5,418**	**-2,125**	**4,400**	**6,900**	**56.82%**	**6,905**	**0.07%**
Total 528 or 5280 All Ages	**0**	**0**	**5,418**	**-2,125**	**4,400**	**6,900**	**56.82%**	**6,905**	**0.07%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
5510 Park Maintenance									
10155100 Park Maintenance									
TOTAL REVENUE	**0**	**0**	**-13,840**	**-66,851**	**-1,326**	**-1,326**	**0.00%**	**-1,353**	**2.00%**
TOTAL EXPENSE	**0**	**0**	**79,220**	**1,327,784**	**1,149,376**	**1,281,432**	**11.49%**	**1,407,887**	**9.87%**
Total Park Maintenance	**0**	**0**	**65,381**	**1,260,933**	**1,148,050**	**1,280,106**	**11.50%**	**1,406,534**	**9.88%**
Total Park Maintenance	**0**	**0**	**65,381**	**1,260,933**	**1,148,050**	**1,280,106**	**11.50%**	**1,406,534**	**9.88%**

PROJECTION: 23101 - 2023 Budget - 101 General Fund

ACCOUNTS FOR:
5520 ISD112 Grounds Maint
10155200 ISD112 Grounds Maint

	2019 ACTUALS	2020 ACTUALS	2021 ACTUALS	2022 ACTUALS	2022 BUDGET	2023 PROJ LEVEL 4	2022-2023 % CHANGE	2024 PROJ LEVEL 4	2023-2024 % CHANGE
TOTAL REVENUE	**0**	**0**	**0**	**-110,120**	**-101,829**	**-104,884**	**3.00%**	**-106,982**	**2.00%**
TOTAL EXPENSE	**0**	**0**	**0**	**28,252**	**37,369**	**37,940**	**1.53%**	**38,342**	**1.06%**
Total ISD112 Grounds Maint	**0**	**0**	**0**	**-81,868**	**-64,460**	**-66,944**	**-3.85%**	**-68,639**	**-2.53%**
Total ISD112 Grounds Maint	**0**	**0**	**0**	**-81,868**	**-64,460**	**-66,944**	**-3.85%**	**-68,639**	**-2.53%**
Total Parks & Recreation	**748,214**	**765,394**	**777,919**	**2,079,900**	**2,166,145**	**2,371,755**	**9.49%**	**2,543,594**	**7.25%**
Total 101-General Fund	**134,488**	**-614,968**	**-1,845,972**	**2,516,879**	**0**	**0**	**0.00%**	**-1,099,691**	**0.00%**
TOTAL REVENUE	-16,633,318	-18,896,478	-21,232,994	-16,947,182	-21,724,729	-24,635,215	13.40%	-26,914,194	9.25%
TOTAL EXPENSE	16,767,805	18,281,510	19,387,022	19,464,061	21,724,729	24,635,215	13.40%	25,814,503	4.79%
Net Total	**134,488**	**-614,968**	**-1,845,972**	**2,516,879**	**0**	**0**	**0.00%**	**-1,099,691**	**0.00%**

REQUEST FOR ACTION
CHASKA CITY COUNCIL
12/5/2022

Subject: **Temporary Transfer Authority Public Hearing and Resolution 2022-140**

Prepared By: Elise Durbin, Assistant City Administrator

Background
In Minnesota, tax increment revenue may only be spent per the Tax Increment Financing Act. However, in 2021, the Minnesota Legislature temporarily expanded use of unobligated tax increment in order to assist with private development that will construct or rehabilitate buildings while creating or maintaining jobs. The city must act on this legislation before December 31, 2022, and the project itself must commence prior to December 31, 2025. If the funds are not used prior to December 31, 2025, they are not lost, but rather they go back to the TIF District which they originally came from.

Spending Plan
In a review with Baker Tilly, the city's financial consultant, there are three housing TIF districts with approximately $2.5M in unobligated funds that could be transferred to help meet some of the development goals the city has identified. A Spending Plan, which is required under the legislation, has been drafted and is included as an attachment. This Spending Plan outlines the TIF Districts which the funds would come from, the amount of unobligated TIF funds as of December 31, 2022, and how the city anticipates using the funds.

Recommendation
Staff has reviewed this opportunity and recommends the Council hold the public hearing and adopt the resolution. This authority will allow the City the flexibility to utilize the unobligated TIF funds beyond what is allowed under the current law. While particular projects have not been identified yet, staff has looked at how these funds could assist the development goals identified throughout Downtown Chaska in particular, but also provide flexibility for this to be used elsewhere in the city should opportunities arise. City Council will be required to approve the use of any of these funds once a project is identified.

CITY COUNCIL ACTION REQUESTED
Hold the public hearing on the Spending Plan related to the Temporary Transfer Authority and motion to adopt Resolution 2022-140.

CITY OF CHASKA
CARVER COUNTY, MINNESOTA

RESOLUTION

DATE__________12/5/2022___________RESOLUTION NO._____2022-140_______

MOTION BY COUNCILMEMBER__________SECOND BY COUNCILMEMBER__________

RESOLUTION ADOPTING A WRITTEN SPENDING PLAN FOR TAX INCREMENT FINANCING (HOUSING) DISTRICT NO. 12, TAX INCREMENT FINANCING (HOUSING) DISTRICT NO. 13, AND TAX INCREMENT FINANCING (HOUSING) DISTRICT NO. 19

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

Section 1. Recitals

1.01. The City established Tax Increment Financing (Housing) District No. 12, Tax Increment Financing (Housing) District No. 13 and Tax Increment Financing (Housing) District No. 19 within Redevelopment Project Area #4 (collectively, the "Districts"), pursuant to, and in accordance with, Minnesota Statutes, Sections 469.174 to 469.1794, inclusive, as amended.

1.02. The City is proposing the adoption of a Written Spending Plan for the Districts, pursuant to, and in accordance with, Minnesota Statutes, Sections 469.176, Subd. 4n inclusive, as amended, in substantially the form submitted to the Council (the "Spending Plan") to utilize unobligated tax increment revenues from the Districts in order to stimulate construction or substantial rehabilitation of private development in a way that will also create or retain jobs.

1.03. The City has performed all actions required by law to be performed prior to the adoption of the Spending Plan, including, but not limited to, causing notice of a public hearing to be published and holding a public hearing on the Spending Plan.

Section 2. Approval

2.01. The Spending Plan for the Districts is hereby approved and adopted in substantially the form submitted to the Council.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 5th day of December 2022.

____
Mark Windschitl, Mayor

Attest:________________________________
Chaska Deputy Clerk

Draft Spending Plan

for

Tax Increment Financing (Housing) District No. 12

Tax Increment Financing (Housing) District No. 13

Tax Increment Financing (Housing) District No. 19

City of Chaska, Minnesota

Prepared by

Baker Tilly Municipal Advisors, LLC

Draft Dated: November 30, 2022

Public Hearing City Council: December 5, 2022

Anticipated Review and Approval by City Council: December 5, 2022

TABLE OF CONTENTS

Draft Spending Plan

for

Tax Increment Financing (Housing) District No. 12,
Tax Increment Financing (Housing) District No. 13, and
Tax Increment Financing (Housing) District No. 19

Introduction

The State Legislature amended the TIF law (the "Law") in 2021 to provide flexibility to cities to utilize unobligated tax increment revenues in their districts to promote construction and job creation in their communities. Increments expended under the Law do not count against any pooling limitations of the districts.

The law allows authorities (Cities, HRAs, EDAs) to provide improvements, loans, interest rate subsidies, or assistance in any form to private development consisting of the construction or substantial rehabilitation of buildings and ancillary facilities if it will create or retain jobs in this state, including construction jobs. In addition, they can make an equity or similar investment in a corporation, partnership, or limited liability company that they determine it is necessary to make construction of private development happen. The City has until December 31, 2022 to transfer the funds to another designated City fund, and the dollars must be expended by December 31, 2025. Any unused TIF dollars must be returned to the applicable TIF district after this date.

The City of Chaska, Minnesota (the "City"), established Tax Increment Financing (Housing) District No. 12, Tax Increment Financing (Housing) District No. 13 and Tax Increment Financing (Housing) District No. 19 to achieve certain development objectives of the City (the "TIF Districts") including construction of affordable housing. The TIF Districts are administered by the City and have been identified as TIF Districts that contain unobligated tax increment revenues. The following text represents the spending plan (the "Spending Plan") for the Districts.

Section A Purpose

The Districts are administered by the City. The City proposes to adopt a Spending Plan for the TIF Districts in accordance with Minnesota Statutes, Section 469.176 Subd. 4n.

The purpose of the Spending Plan is to assist in the private development or redevelopment of sites or lands or areas within the City in conformity with the City's Comprehensive Plan or other City plans or objectives using unobligated tax increment revenues from the TIF Districts. The unobligated tax increments are to be utilized for one of the following purposes:

1) to provide improvements, loans, interest rate subsidies, or assistance in any form to the private development consisting of the construction or substantial rehabilitation of buildings and ancillary facilities if the following conditions exist:
    a. it will create or retain jobs in the state, including construction jobs;
    b. construction of the project and spending of the funds commences before December 31, 2025 and
    c. the construction would not have commenced before that date without the assistance.
2) to make an equity or similar investment in a corporation, partnership, or limited liability company that the City determines is necessary to make construction of a development that meets the requirements of the law financially feasible.

The City Council must approve a written spending plan by December 31, 2022 (after a properly noticed public hearing) that specifically authorizes the City to take such actions. The City must provide the Office of the State Auditor with a copy of the spending plan approved and signed by the City. As identified within the Minnesota Office of the State Auditor's August 2021 Statement of Position - Temporary Transfer Authority (2021 Law) included as Exhibit I, any tax increments authorized under the spending plan must be transferred out of the applicable TIF Fund by December 31, 2022 and spent by December 31, 2025. Any funds unspent shall be returned to the originating TIF Fund and if the TIF District has been decertified, remitted to the County for redistribution.

The City has been working on several development and redevelopment initiatives in the City that further the City's strategic initiatives of creating a vibrant downtown, implementing an established plan for growth and active development in southwest Chaska, and providing quality City facilities and services. Several of the projects identified to meet these initiatives are anticipated to require public assistance to be financially feasible and have been identified as potential qualifying uses for which unobligated tax increments, as further described in the next section of the Spending Plan, will be necessary to fill a financial gap and allow for construction to occur.

The assistance provided pursuant to this Spending Plan shall be subject to Minnesota Statutes, Sections 116J.993 to 116J.995 (the "Business Subsidy Law"), if applicable, and shall be subject to the City's Business Subsidy Policy.

Section B Unobligated TIF Funds

The City has identified an estimated total of up to $3,000,000 of unobligated tax increments from both districts that are anticipated to be available as of December 31, 2022 within the TIF Districts. It is anticipated the unobligated tax increments will be used on eligible costs of future eligible projects that may include acquisition, site improvements/preparation costs, public improvements, utilities, other qualifying improvements, and other related expenses associated with development of the projects. Such projects are further described in paragraph one in Section C hereto.

Section C Spending Plan

Under the Spending Plan, the City is authorized as follows:

1. To use unobligated tax increments from the TIF Districts to provide improvements, loans, interest rate subsidies, or assistance in any form to private development consisting of the construction or substantial rehabilitation of buildings and ancillary facilities in financing assistance to further the goals in the City's Comprehensive Plan or other City plans or objectives, if doing so will create or retain jobs in the state, including construction jobs.

   The assistance authorized under this Spending Plan is intended to further the goals within the City's Comprehensive Plan and other City plans or objectives. Preference for financing assistance will be for proposed development and redevelopment projects in the City that are anticipated to include acquisition, site preparation, public improvements, utilities, and other eligible redevelopment/development costs related to construction of future projects. The City has identified potential project areas in the City that are within the City's Redevelopment Project Area, including City Square West, which area is anticipated to provide for additional mixed-income housing, commercial, retail and community space for residents, a downtown grocery store and supporting retail establishments, and infrastructure improvements for additional industrial and residential growth. Such projects are expected to result in new job creation. The projects shall commence before December 31, 2025 (unless a later commencement date is authorized by law) with the funds expended by that same date and shall include projects that would not commence by such date without the assistance provided pursuant to this Spending Plan.

2. To administratively amend the budget set forth in the Tax Increment Financing Plans for the TIF Districts as necessary to provide for the assistance authorized by this Spending Plan.

3. To take any other action necessary and authorized under the Law in connection with the construction or substantial rehabilitation of facilities of the type described in paragraph one above.

4. To authorize and direct staff to maintain a copy of this Spending Plan with the City's records for the TIF District, and to file a copy of the Spending Plan with the Office of the State Auditor.

In 2021, the Legislature enacted expanded, temporary authority to transfer unobligated tax increments for purposes of assisting private development consisting of the construction or substantial rehabilitation of buildings and ancillary facilities, if doing so will create or retain jobs in the state. Proposed amidst the COVID-19 pandemic, the enacted law is narrower than initially proposed and is similar to 2010 legislation that temporarily expanded the use of TIF with the aim of stimulating economic recovery after the Great Recession.

Authority and Purposes

The new law temporarily permits a development authority to elect, by resolution, to transfer unobligated increment for certain specified purposes. The new law does not, however, override requirements to pay bonds to which increments are pledged.

Any transfer under this provision must be for the purpose of assisting private development that meets all of the following criteria:

1. it consists of the construction or substantial rehabilitation of buildings and ancillary facilities;
2. it creates or retains jobs in the state, including construction jobs; and
3. construction of the projects commence before December 31, 2025, spending of the funds occurs prior to December 31, 2025 and the projects would not have commenced and funds expended before that date without the assistance.

Developments that would already commence construction prior to December 31, 2025, or those that do not add or retain jobs in the state, would not be permitted beneficiaries of the transfer. Transfers must provide the assistance in one or both of the following ways:

1. by providing improvements, loans, interest rate subsidies, or assistance in any form to the private development; or
2. by making an equity or similar investment in a corporation, partnership, or limited liability company that the authority determines is necessary to make construction of a development financially feasible.

In order to demonstrate compliance with the new provision, an authority may wish to include affirmation of the qualifications in the written resolution electing to make the transfer. The authority also should keep documentation that demonstrates that the development created or retained jobs in the state and that commencement of construction by December 31, 2025, depended on the transfer.

Approvals and Spending Plans

Prior to approving the use of this temporary transfer authority by resolution, a development authority must also create a written spending plan that authorizes the development authority to provide the assistance or make the investment that makes the development qualify. The plan must detail the use of transferred increment. The OSA recommends identifying planned expenditures using the same categories identified in TIF plans and TIF reporting (e.g., acquisition, site preparation, financing costs, etc.), except for a category for administrative expenses, because administrative expenses are not included in the permissible uses of the transferred increment in the new law.

The municipality (which may or not be the same as the development authority) must also approve the authority's spending plan after holding a public hearing. The municipality must publish notice of the hearing in a newspaper of general circulation in the municipality and on the municipality's public website at least ten days, but not more than 30 days, prior to the date of the hearing.

An authority making a transfer under this authority must provide a copy of the spending plan approved and signed by the municipality to the Office of the State Auditor. Plans should be emailed to TIF@osa.state.mn.us as soon as possible after their approval.

Parameters and Limitations

The authority to transfer increments under this provision expires on December 31, 2022. Amounts being transferred under this provision must be transferred from the fund or account in which tax increments are segregated and into a separate fund or account by December 31, 2022. Amounts must not be expended directly from the transferring TIF fund or account, and may not be spent after December 31, 2022, if they remain in the TIF district's fund or account at that time. All transfers must be spent by December 31, 2025.

Transfers from a TIF district in calendar years 2021 and 2022 are limited to a maximum transfer equal to the excess of the district's unobligated increment. Under the provision, unobligated increment includes any increment not required for payment of obligations due during the six months following the transfer on outstanding bonds, binding contracts, and other outstanding financial obligations of the district to which the district's increment is pledged. Therefore, the transfer of increment for 2021 is limited to the eligible balance of tax increment at the end of 2020, less amounts needed to pay bonds, pay-as-you-go notes, and interfund loans due from January 1, 2021, to June 30, 2021. Similarly, the transfer of increment for 2022 is limited to the eligible balance of tax increment at the end of 2021, less amounts needed to pay bonds, pay-as-you-go notes, and interfund loans due from January 1, 2022, to June 30, 2022.

Presumably, receipts of tax increment for the first half taxes in each year would be used to make payments on outstanding obligations due in the second half of each year but note that this authority does not provide any exception to pay those obligations to which tax increment is pledged, and an authority should not transfer amounts that might impair their ability to make payments on those obligations.

Increment that is improperly retained, received, spent, or transferred is not eligible for transfer under this authority. Therefore, the 2020 and 2021 balances of tax increment should be carefully evaluated prior to making transfers in 2021 and 2022, respectively. For example, excess increment calculated for 2019 that might remain in the TIF fund after it should have been returned by September 30, 2020, would not be eligible for transfer, nor would any subsequent excess increment be eligible for a transfer after it should have been returned. Likewise, if a district receives tax increment after it should have decertified under the Six-Year Rule, such amounts of increment would also not be eligible for transfer.

Unspent Transfers

Increment not spent by December 31, 2025, must be returned to the fund(s) of the contributing TIF district(s). The distribution of returned amounts need not be proportional to the amount contributed, but the amount returned to each TIF district must not exceed the amount transferred from the district.

CLAIMS ROSTER REPORT

FOR COUNCIL MEETING: **December 5, 2022**

Paid and Unpaid Invoices:	
Check #'s 344860-344970	**$306,071.70**
Paid Electronic Invoices:	
Wire #'s 3472-3492	**$5,403,831.72**

Amount for Approval-Council Meeting:	
December 5, 2022	**$5,709,903.42**

City of Chaska

VENDOR INVOICE LIST

Checks

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
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103825 ACUSHNET COMPANY										
914551886 CHECK DATE: 12/06/2022		11/17/2022	120622	344880	179.83	179.83	12/17/2022	INV	PD	RESALE
100843 AH HERMEL CANDY & TOBACCO CO										
952632 CHECK DATE: 12/06/2022		11/17/2022	120622	344881	232.37	232.37	12/17/2022	INV	PD	WATER FOR FD
100073 AMARIL UNIFORM CO										
IV236711 CHECK DATE: 12/06/2022		11/14/2022	120622	344882	2,357.16	2,357.16	12/14/2022	INV	PD	S. KORTUEM FR CLOTHING
100089 AMERICAN PRESSURE INC										
130466 CHECK DATE: 12/06/2022		11/14/2022	120622	344883	80.92	80.92	12/14/2022	INV	PD	#710 VACTOR PRESSURE W
100119 SHAKOPEE VALLEY FORD										
340941FOW CHECK DATE: 12/06/2022		11/22/2022	120622	344884	22.21	22.21	12/22/2022	INV	PD	#1191 WINDSHIELD WASHE
100122 ARAMARK REFRESHMENT SERVICES										
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100155 AUBURN MANOR										
DEC 2022 CHECK DATE: 12/06/2022	220004	12/01/2022	120622	344886	200.00	200.00	12/31/2022	INV	PD	DEC SENIOR CITIZEN DON
110993 BARTOS, ANGELA										
10005984 CHECK DATE: 12/06/2022		11/29/2022	120622	344887	123.30	123.30	12/29/2022	INV	PD	CREDIT BALANCE REFUND-

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Program ID: apinvlst

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City of Chaska

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VENDOR INVOICE LIST

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180287115		11/23/2022	120622	344888	2,709.00	2,709.00	01/15/2023	INV	PD	#228 REAR TIRES FOR 51
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180287233		11/23/2022	120622	344888	538.74	538.74	01/15/2023	INV	PD	#254 FRONT TIRES FOR J
CHECK DATE: 12/06/2022										
					2,448.72					
100188 BERRY COFFEE COMPANY										
927762		11/16/2022	120622	344889	40.50	40.50	12/16/2022	INV	PD	Lodge coffee
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100214 BORDER STATES INDUSTRIES INC										
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CHECK DATE: 12/06/2022										
925384405	220216	11/29/2022	120622	344890	547.50	547.50	12/25/2022	INV	PD	12 = SPLICE 750/500 CL
CHECK DATE: 12/06/2022										
925384408	220216	11/29/2022	120622	344890	8,931.12	8,931.12	12/25/2022	INV	PD	12 = SPLICE 750/500 CL
CHECK DATE: 12/06/2022										
					9,650.26					
100254 BRYAN ROCK PRODUCTS INC										
56953		11/15/2022	120622	344891	1,942.38	1,942.38	12/15/2022	INV	PD	W/S STOCKPILE & ELM ST
CHECK DATE: 12/06/2022										
107742 BURT, MATT										
107451		11/17/2022	120622	344892	23.75	23.75	12/20/2022	INV	PD	MILEAGE-BAKER TILLY SY
CHECK DATE: 12/06/2022										
100287 CARVER COUNTY PUB HLTH/PLAN & WTR										
PWM-22-002		11/21/2022	120622	344893	5,452.11	5,452.11	12/21/2022	INV	PD	Eng-Jonathan Gully Oct
CHECK DATE: 12/06/2022										
PWM-22-005		11/21/2022	120622	344893	3,136.75	3,136.75	12/21/2022	INV	PD	Eng-Jonathan Gully Dec
CHECK DATE: 12/06/2022										

VENDOR INVOICE LIST

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DW64431 CHECK DATE: 12/06/2022		11/04/2022	120622	344894	366.72	366.72	12/04/2022	INV	PD	PD BROTHER PRINTER FOR
FB93407 CHECK DATE: 12/06/2022		11/14/2022	120622	344894	253.00	253.00	12/14/2022	INV	PD	NETWORK CABLES IT
FC37256 CHECK DATE: 12/06/2022		11/15/2022	120622	344894	43.35	43.35	12/15/2022	INV	PD	KEYBOARD FOR PD
FC56359 CHECK DATE: 12/06/2022		11/15/2022	120622	344894	1,522.43	1,522.43	12/15/2022	INV	PD	NEW PC FOR IT INVENTOR
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100332 CENTERPOINT ENERGY RESOURCES CORP										
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80000167793/OCT22 CHECK DATE: 11/22/2022		11/11/2022	112222	344860	58.95	58.95	12/08/2022	INV	PD	OCT CITY PKS GAS SVC
80000167843/OCT22 CHECK DATE: 11/22/2022		11/11/2022	112222	344860	2,501.01	2,501.01	12/08/2022	INV	PD	OCT GAS SVC
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100337 QWEST CORPORATION										
313196254/NOV22 CHECK DATE: 12/01/2022		11/18/2022	120122	344878	525.90	525.90	12/16/2022	INV	PD	NOV CITY HALL LOC PHN
313249294/NOV22 CHECK DATE: 12/01/2022		11/11/2022	120122	344878	55.25	55.25	12/09/2022	INV	PD	NOV TC MAINT LOC PHN S
616813730 CHECK DATE: 12/01/2022		11/16/2022	120122	344870	1,116.27	1,116.27	12/16/2022	INV	PD	NOV INTERNET SERVICE
					1,697.42					
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VENDOR INVOICE LIST

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109942 MANSFIELD TOP SERVICES INC										
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102659 ICON ENTERPRISES INC										
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100436 COMCAST CORPORATION										
0036243/NOV22-TC CHECK DATE: 11/22/2022		11/07/2022	112222	344861	228.05	228.05	12/02/2022	INV	PD	NOV CLUBHOUSE CABLE
0055482/NOV22-FD CHECK DATE: 11/22/2022		11/12/2022	112222	344861	6.75	6.75	12/07/2022	INV	PD	NOV FD CABLE
159794676 CHECK DATE: 12/01/2022		11/15/2022	120122	344871	775.00	775.00	12/15/2022	INV	PD	NOV CITY HALL FIBER-2N
					1,009.80					
109579 COMPASS MINERALS AMERICA INC										
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Program ID: apinvlst

City of Chaska

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VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
105466 COMPUTER INTEGRATION TECHNOLOGIES INC										
338649		11/15/2022	120622	344901	4,008.00	4,008.00	12/15/2022	INV	PD	NOV OFFICE 365 AGREEME
CHECK DATE: 12/06/2022										
107099 CRAIG RAPP										
CR-CHS-11.18.22.1		11/18/2022	120622	344902	200.00	200.00	12/18/2022	INV	PD	Compass Retreat-Podhra
CHECK DATE: 12/06/2022										
110991 CURB MASTERS INC										
8461-1		11/02/2022	120622	344903	17,500.00	17,500.00	12/02/2022	INV	PD	CURBING-PLAYGROUND SAV
CHECK DATE: 12/06/2022										
103006 CYCLONE CONSTRUCTION										
2641 NIGHTINGALE CT		11/17/2022	120622	344904	2,500.00	2,500.00	12/17/2022	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 12/06/2022										
110412 IMPERIAL BAG AND PAPER CO LLC										
4015582		11/29/2022	120622	344905	313.84	313.84	12/29/2022	INV	PD	Cleaning Supplies-CCC
CHECK DATE: 12/06/2022										
110989 GORDON MOLIN										
107487		11/22/2022	120622	344906	200.00	200.00	11/30/2022	INV	PD	DJ- Adaptive Dance Par
CHECK DATE: 12/06/2022										
110990 EIYNK, ISAAC										
2012486.002		11/23/2022	120622	344907	587.50	587.50	12/23/2022	INV	PD	RFD 50% DEPOSIT
CHECK DATE: 12/06/2022						PAYEE: EIYNK, ISAAC				
110104 RALNY FALLS VENTURES LLC										
459		11/18/2022	120622	344908	1,599.00	1,599.00	12/18/2022	INV	PD	FF GEAR DECON
CHECK DATE: 12/06/2022										
100649 FEDERAL EXPRESS CORPORATION										
7-948-45711		11/16/2022	112222	344862	34.42	34.42	12/01/2022	INV	PD	UB shipping from US Ba
CHECK DATE: 11/22/2022										

Report generated: 12/01/2022 11:40
User: 8482mrob
Program ID: apinvlst

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100653 FERGUSON ENTERPRISES INC										
9705058 CHECK DATE: 12/06/2022		11/09/2022	120622	344910	44.99	44.99	12/09/2022	INV	PD	LODGE SINK FAUCET SPOU
9715200 CHECK DATE: 12/06/2022		11/14/2022	120622	344909	86.97	86.97	12/14/2022	INV	PD	FLUSH VALVES FOR TOILE
					131.96					
100658 FERGUSON WATERWORKS										
0505041 CHECK DATE: 12/06/2022		11/04/2022	120622	344911	492.34	492.34	12/04/2022	INV	PD	CURB STOP LION'S PARK
100655 FERRELLGAS 7780961										
1121106082 CHECK DATE: 12/06/2022		11/16/2022	120622	344912	46.79	46.79	12/16/2022	INV	PD	PROPANE FOR FORKLIFT
100763 GRACZYK, NOEL										
107450 CHECK DATE: 12/06/2022		11/17/2022	120622	344913	32.88	32.88	12/20/2022	INV	PD	MILEAGE-BAKER TILLY SY
100759 WW GRAINGER INC										
9511988371 CHECK DATE: 12/06/2022		11/14/2022	120622	344914	384.69	384.69	12/14/2022	INV	PD	PARTS FOR CCC BOILER I
9512253338 CHECK DATE: 12/06/2022		11/14/2022	120622	344914	66.12	66.12	12/14/2022	INV	PD	BEARING FOR CCC BOILER
9512624231 CHECK DATE: 12/06/2022		11/14/2022	120622	344914	610.96	610.96	12/14/2022	INV	PD	MOTOR FOR CCC BOILER I
					1,061.77					
100785 HACH COMPANY										
13337119 CHECK DATE: 12/06/2022		11/12/2022	120622	344915	228.42	228.42	12/12/2022	INV	PD	WTP CHEMICALS
13344540 CHECK DATE: 12/06/2022		11/17/2022	120622	344915	108.52	108.52	12/17/2022	INV	PD	WTP CHEMICALS
					336.94					
105773 HALL SIGNS INC										
43242 CHECK DATE: 12/06/2022		09/13/2022	120622	344916	4,050.95	4,050.95	11/28/2022	INV	PD	SIGN BLANKS FOR MAKING

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
110996 HANSON, STEVE										
10004886 CHECK DATE: 12/06/2022		11/30/2022	120622	344917	321.66	321.66 PAYEE: HANSON, STEVE	12/30/2022	INV	PD	CREDIT BALANCE REFUND-
100810 HAWKINS INC										
6345418 CHECK DATE: 12/06/2022		11/23/2022	120622	344918	3,463.07	3,463.07	01/07/2023	INV	PD	WTP CHEMICALS
100821 HEALTHPARTNERS INC										
116969421 CHECK DATE: 11/22/2022		11/14/2022	112222	344863	7,687.47	7,687.47	12/01/2022	INV	PD	DEC EMP INS PREM-DENTA
110461 HEARTLAND BUSINESS SYSTEMS LLC										
563540-H CHECK DATE: 12/06/2022		11/21/2022	120622	344919	8,400.00	8,400.00	12/21/2022	INV	PD	PHONE SYS/NETWORK SUPP
100848 HIGH TECH CLEANING INC										
18273 CHECK DATE: 12/06/2022		11/15/2022	120622	344920	73.48	73.48	12/15/2022	INV	PD	MSB PAPER TOWELS
106151 HOLT TOUR AND CHARTER INC										
48273 CHECK DATE: 12/06/2022		11/16/2022	120622	344921	650.00	650.00	12/21/2022	INV	PD	transportation Ames Ce
108162 HYDRO-DESIGNS INC										
0069707-IN CHECK DATE: 12/06/2022		11/30/2022	120622	344922	680.96	680.96	12/30/2022	INV	PD	NOV RPZ DEVICE TESTIN
100889 INTERNATIONAL CITY MGMT ASSN RETIREMENT CORP										
2022/1118-ICMA CHECK DATE: 11/22/2022		11/18/2022	112222	344864	7,725.90	7,725.90	11/18/2022	INV	PD	111822 Payroll - 457 &
104751 IMPACT MAILING OF MINNESOTA INC										
203144 CHECK DATE: 12/06/2022		11/22/2022	120622	344923	1,237.84	1,237.84	12/22/2022	INV	PD	Nov Reminders

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
203145		11/16/2022	120622	344923	615.76	615.76	12/16/2022	INV	PD	Nov DIsconnects
CHECK DATE: 12/06/2022										
					1,853.60					
110176 JAYTECH INC										
222387		09/12/2022	120622	344924	632.33	632.33	12/12/2022	INV	PD	BOILER WATER TREATMENT
CHECK DATE: 12/06/2022										
110992 JEFFREY SONS										
7699		10/30/2022	120622	344925	8,267.61	8,267.61	12/13/2022	INV	PD	201 SYS SEPTIC TANK FA
CHECK DATE: 12/06/2022										
101043 LANO EQUIPMENT INC										
01-957366		11/22/2022	120622	344926	169.82	169.82	12/22/2022	INV	PD	#713 NUT FOR WHEEL ASS
CHECK DATE: 12/06/2022										
01-957491		11/22/2022	120622	344926	345.36	345.36	12/22/2022	INV	PD	#719 DOOR SEAL AND SHO
CHECK DATE: 12/06/2022										
01-957980		11/28/2022	120622	344926	244.76	244.76	12/28/2022	INV	PD	#124 BELT DRIVE
CHECK DATE: 12/06/2022										
					759.94					
101071 LENZEN CHEVROLET BUICK INC										
86042		11/29/2022	120622	344927	572.76	572.76	12/29/2022	INV	PD	#401 FLOOR MATS & UNDE
CHECK DATE: 12/06/2022										
101115 LUTHYS SANDBLASTING & PAINTING INC										
2931		11/09/2022	120622	344928	1,250.00	1,250.00	12/09/2022	INV	PD	RE-PAINT TRANSFORMER
CHECK DATE: 12/06/2022										
101187 METRO SALES INC										
INV2166769		11/17/2022	120622	344929	136.00	136.00	12/17/2022	INV	PD	Ricoh MP C3003 color
CHECK DATE: 12/06/2022										
INV2171467		11/24/2022	120622	344929	122.00	122.00	12/24/2022	INV	PD	DEC FD COPIER
CHECK DATE: 12/06/2022										
					258.00					
101194 MIDWEST AQUA CARE INC										
2097		11/23/2022	120622	344930	4,027.25	4,027.25	12/23/2022	INV	PD	TREE AND VEG CONTROL O

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/06/2022										
105998 MILBANK WINWATER WORKS										
177978 05	220214	11/11/2022	120622	344931	17,430.00	17,430.00	12/11/2022	INV	PD	INVENTORY - METER HORN
CHECK DATE: 12/06/2022										
101217 MINNESOTA CHILD SUPPORT PMT CTR										
PR111822001510208001		11/18/2022	112222	344865	184.58	184.58	11/18/2022	INV	PD	111822 Payroll - Child
CHECK DATE: 11/22/2022										
101229 MINNESOTA DEPT OF EMPLOYMENT										
34	220005	12/01/2022	120122	344872	2,433.64	2,433.64	12/15/2022	INV	PD	FORMACOAT LLC LOAN REP
CHECK DATE: 12/01/2022										
101236 MINNESOTA GOLF ASSOCIATION INC										
511740		05/06/2022	120622	344932	180.00	180.00	06/06/2022	INV	PD	2022 MEMBER FACILITY D
CHECK DATE: 12/06/2022										
101247 MINNESOTA MUNICIPAL UTILITIES ASSN										
60413		11/15/2022	120622	344933	150.50	150.50	12/15/2022	INV	PD	MODULE ONE PLACEMENT T
CHECK DATE: 12/06/2022										
101276 MINNESOTA VALLEY ELECTRIC COOPERATIVE										
107051510/NOV22		11/21/2022	120122	344873	35.83	35.83	12/16/2022	INV	PD	NOV 82ND ST & HWY 41 S
CHECK DATE: 12/01/2022										
778320601/NOV22		11/21/2022	120122	344873	107.33	107.33	12/16/2022	INV	PD	NOV CHEVALLE LIFT STAT
CHECK DATE: 12/01/2022										
780272000/NOV22		11/21/2022	120122	344873	11.03	11.03	12/16/2022	INV	PD	NOV CHEVALLE IRRIGATIO
CHECK DATE: 12/01/2022										
					154.19					
101277 MINNESOTA VALLEY ELECTRIC COOPERATIVE										
1074764		11/21/2022	120622	344934	39.11	39.11	12/21/2022	INV	PD	REDUCING BUSHINGS FOR
CHECK DATE: 12/06/2022										
103236 MRA-THE MANAGEMENT ASSOCIATION										
00423636		11/07/2022	120622	344935	555.00	555.00	12/07/2022	INV	PD	OCT COMPENSATION SERVI

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/06/2022										
109795 MSC INDUSTRIAL DIRECT CO INC										
5780072002		11/04/2022	120622	344936	17.42	17.42	12/04/2022	INV	PD	5-MINUTE EPOXY
CHECK DATE: 12/06/2022										
103088 SID TOOL CO INC										
58108916		11/15/2022	120622	344937	113.49	113.49	12/15/2022	INV	PD	WIRE MARKING TAPE
CHECK DATE: 12/06/2022										
58108926		11/15/2022	120622	344937	12.79	12.79	12/15/2022	INV	PD	WIRE MARKING TAPE
CHECK DATE: 12/06/2022										
					126.28					
101425 NORTHERN SAFETY TECHNOLOGY INC										
54886		11/23/2022	120622	344938	45.65	45.65	12/23/2022	INV	PD	#270 CLIPS FOR ARROW S
CHECK DATE: 12/06/2022										
110570 ODP BUSINESS SOLUTIONS LLC										
273096123001-1		10/28/2022	120622	344939	57.99	57.99	12/03/2022	INV	PD	Copy paper for the wor
CHECK DATE: 12/06/2022										
273096123001-2		10/28/2022	120622	344939	80.56	80.56	12/03/2022	INV	PD	Pocket files & manila
CHECK DATE: 12/06/2022										
275972803001-1		11/07/2022	120622	344939	118.35	118.35	12/10/2022	INV	PD	Copy paper for the wor
CHECK DATE: 12/06/2022										
275972803001-2		11/07/2022	120622	344939	7.49	7.49	12/10/2022	INV	PD	Dawn dish soap for the
CHECK DATE: 12/06/2022										
275972803001-3		11/07/2022	120622	344939	20.15	20.15	12/10/2022	INV	PD	Laminating pouches for
CHECK DATE: 12/06/2022										
					284.54					
110994 PIPE, ANDREW										
10015037		11/29/2022	120622	344940	152.22	152.22	12/29/2022	INV	PD	CREDIT BALANCE REFUND-
CHECK DATE: 12/06/2022										
101591 PUMP AND METER SERVICE INC										
36483-1		11/18/2022	120622	344941	848.43	848.43	12/18/2022	INV	PD	FUEL HOSES FOR FUEL PU
CHECK DATE: 12/06/2022										

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
103055 QUALITY PROPANE INC										
2228496 CHECK DATE: 12/06/2022		11/14/2022	120622	344942	62.21	62.21	12/14/2022	INV	PD	Zamboni LP GAs
2285291 CHECK DATE: 12/06/2022		11/21/2022	120622	344942	95.69	95.69	12/21/2022	INV	PD	Zamboni LP Gas
					157.90					
107855 STAPLES INC										
1933448 CHECK DATE: 12/06/2022		11/18/2022	120622	344944	-78.42	-78.42	12/18/2022	CRM	PD	CREDIT FOR PAPER CUPS
28921163 CHECK DATE: 12/06/2022		11/10/2022	120622	344944	9.01	9.01	12/10/2022	INV	PD	OFFICE SUPPLIES
28931612 CHECK DATE: 12/06/2022		11/10/2022	120622	344944	161.76	161.76	12/10/2022	INV	PD	OFFICE SUPPLIES
29016033 CHECK DATE: 12/06/2022		11/15/2022	120622	344944	192.13	192.13	12/15/2022	INV	PD	OFFICE SUPPLIES
29062199 CHECK DATE: 12/06/2022		11/17/2022	120622	344943	12.03	12.03	12/17/2022	INV	PD	Orange rubber bands fo
29068973 CHECK DATE: 12/06/2022		11/17/2022	120622	344943	192.32	192.32	12/17/2022	INV	PD	Bowls, plates and cups
29079502-1 CHECK DATE: 12/06/2022		11/17/2022	120622	344943	43.96	43.96	12/17/2022	INV	PD	Coffee for the breakro
29079502-2 CHECK DATE: 12/06/2022		11/17/2022	120622	344943	118.82	118.82	12/17/2022	INV	PD	Wite-out, rubberbands
29079502-3 CHECK DATE: 12/06/2022		11/17/2022	120622	344943	149.07	149.07	12/17/2022	INV	PD	Copy paper for the wor
29081722 CHECK DATE: 12/06/2022		11/17/2022	120622	344943	27.54	27.54	12/17/2022	INV	PD	Ready Index file inser
29104809 CHECK DATE: 12/06/2022		11/18/2022	120622	344944	46.58	46.58	12/18/2022	INV	PD	ELECTRIC ROOM CALENDAR
29105556 CHECK DATE: 12/06/2022		11/18/2022	120622	344944	78.24	78.24	12/18/2022	INV	PD	CUPS
					953.04					
101684 R & R SPECIALTIES OF WISCONSIN INC										
0077366-IN CHECK DATE: 12/06/2022		11/23/2022	120622	344945	65.00	65.00	12/23/2022	INV	PD	Zamboni Blade Sharpeni

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VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101616 RDO EQUIPMENT COMPANY										
P9590470 CHECK DATE: 12/06/2022		11/17/2022	120622	344946	145.87	145.87	12/17/2022	INV	PD	#715 BOLTS FOR TRENCHE
P9590570 CHECK DATE: 12/06/2022		11/17/2022	120622	344946	806.52	806.52	12/17/2022	INV	PD	#715 AUGERS FOR TRENCH
P9598770 CHECK DATE: 12/06/2022		11/21/2022	120622	344946	348.36	348.36	12/21/2022	INV	PD	#710 MUFFLER FOR VACTO
					1,300.75					
101668 ROBBS ELECTRIC INC										
43104 CHECK DATE: 12/06/2022		11/28/2022	120622	344947	215.20	215.20	12/28/2022	INV	PD	MATERIAL FOR METER BOX
101669 ROBERT HALF TECHNOLOGY										
61128238 CHECK DATE: 12/06/2022		11/23/2022	120622	344948	1,030.32	1,030.32	12/23/2022	INV	PD	BLDG INSP TEMP-KLEHR W
61134866 CHECK DATE: 12/06/2022		11/28/2022	120622	344948	772.74	772.74	12/28/2022	INV	PD	BLDG INSP TEMP-KLEHR W
					1,803.06					
104416 KELBRO COMPANY										
2834849 CHECK DATE: 12/06/2022		11/15/2022	120622	344949	384.75	384.75	12/15/2022	INV	PD	ICE MACHINE LEASE
110939 DEVTHIRTY3 LLC										
1410 CHECK DATE: 12/06/2022		11/23/2022	120622	344950	7,904.00	7,904.00	12/23/2022	INV	PD	Bldg Insp Doc Scanning
101808 SNAP-ON TOOLS										
111722110021 CHECK DATE: 12/06/2022		11/17/2022	120622	344951	3,958.26	3,958.26	12/17/2022	INV	PD	VEHICLE SCAN TOOL
101861 STATE SUPPLY COMPANY										
637052 CHECK DATE: 12/06/2022		11/21/2022	120622	344952	243.92	243.92	12/21/2022	INV	PD	Seal Kit for Pump #5(A

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
110200 STERICYCLE INC										
8002751566		11/18/2022	120622	344953	122.91	122.91	12/18/2022	INV	PD	Shredding-PD
CHECK DATE: 12/06/2022										
101892 STUART C IRBY CO										
S013175018.001	220215	11/21/2022	120622	344954	2,730.00	2,730.00	12/21/2022	INV	PD	15 = FUSE S&L SMU 50E
CHECK DATE: 12/06/2022										
103677 SUN LIFE ASSURANCE COMPANY OF CANADA										
237741/DEC22		12/01/2022	120122	344874	4,676.22	4,676.22	12/31/2022	INV	PD	DEC EMP LIFE INS PREM
CHECK DATE: 12/01/2022										
110997 SWANSON, SARAH										
31823		11/30/2022	120622	344955	146.90	146.90	12/30/2022	INV	PD	CREDIT BALANCE REFUND-
CHECK DATE: 12/06/2022						PAYEE: SWANSON, SARAH				
109940 THE HUNTINGTON NATIONAL BANK										
8013065		11/11/2022	112222	344866	284.93	284.93	12/03/2022	INV	PD	FD EQUIP LEASE PMT 42
CHECK DATE: 11/22/2022										
101964 PMT EMBROIDERY LLC										
19385		11/28/2022	120622	344956	364.00	364.00	12/28/2022	INV	PD	Curling instructor/sta
CHECK DATE: 12/06/2022										
104908 TIMESAVER OFF SITE SECRETARIAL INC										
M27751		11/13/2022	120622	344957	498.50	498.50	11/22/2022	INV	PD	HRC 10/27, Council 11/
CHECK DATE: 12/06/2022										
101983 TOTAL CONTROL SYSTEMS INC										
10467		11/29/2022	120622	344958	5,937.51	5,937.51	12/29/2022	INV	PD	SCADA SYSTEM FAILURES
CHECK DATE: 12/06/2022										
110995 TRES INC										
4000991		11/21/2022	120622	344959	29,743.39	29,743.39	12/21/2022	INV	PD	#402 Chev Van-Express
CHECK DATE: 12/06/2022										
4000993		11/21/2022	120622	344959	47,888.65	47,888.65	12/21/2022	INV	PD	#401 GMC Pickup-Sierra
CHECK DATE: 12/06/2022										

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					77,632.04					
110053 TX CHILD SUPPORT SDU										
PR1118220012725283 CHECK DATE: 11/22/2022		11/18/2022	112222	344867	147.69	147.69	11/18/2022	INV	PD	111822 Payroll - Child
102056 GREAT RIVER ENERGY										
M1 20501 CHECK DATE: 12/06/2022		11/17/2022	120622	344960	27,899.17	27,899.17	12/17/2022	INV	PD	ANNUAL SCADA LICENSE
102051 UPS										
000027V7Y7462 CHECK DATE: 12/01/2022		11/12/2022	120122	344875	77.61	77.61	11/23/2022	INV	PD	TC SHIPPING-CLUBS
107745 US BANK NATIONAL ASSOCIATION										
487621559 CHECK DATE: 12/01/2022		11/21/2022	120122	344876	439.53	439.53	12/15/2022	INV	PD	CCC COLOR COPIER LEASE
104522 US FOODS INC										
5956866 CHECK DATE: 12/06/2022		11/29/2022	120622	344961	176.34	176.34	12/29/2022	INV	PD	OCT OAK 19 DISH MACHIN
107815 UTILITY LOGIC LLC										
13720 CHECK DATE: 12/06/2022		11/15/2022	120622	344962	584.63	584.63	12/15/2022	INV	PD	HARNESSES FOR TOWERS
102133 WAGNER PRESS & GRAPHICS										
35961 CHECK DATE: 12/06/2022		11/17/2022	120622	344963	133.00	133.00	12/07/2022	INV	PD	Brochures and Business
105593 VERNON ALAN WAGNER										
106368 CHECK DATE: 12/06/2022		12/04/2022	120622	344964	225.00	225.00	12/04/2022	INV	PD	Tree Lighting Santa Vi
106497 CHECK DATE: 12/06/2022		12/02/2022	120622	344965	300.00	300.00	12/02/2022	INV	PD	Photos with Santa 12/2
106498 CHECK DATE: 12/06/2022		12/14/2022	120622	344966	150.00	150.00	12/14/2022	INV	PD	Donuts with Santa 12/1

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					675.00					
102549 WARNING LITES OF MINNESOTA INC										
242896		11/16/2022	120622	344967	315.00	315.00	12/16/2022	INV	PD	WATERMAIN REPAIR AUDUB
CHECK DATE: 12/06/2022										
102146 WATER SPECIALTY OF MINNESOTA INC										
12839		11/18/2022	120622	344968	2,945.90	2,945.90	12/18/2022	INV	PD	Pool Chemicals
CHECK DATE: 12/06/2022										
110788 WEX HEALTH INC										
0001614976-IN		10/31/2022	120122	344879	172.00	172.00	11/30/2022	INV	PD	OCT VEBA PARTICIPANT F
CHECK DATE: 12/01/2022										
102189 WM MUELLER & SONS										
283266		11/21/2022	120622	344969	75.95	75.95	12/25/2022	INV	PD	POTHOLE PATCHING
CHECK DATE: 12/06/2022										
102231 ZIEGLER INC										
IN000763351		11/07/2022	120622	344970	2,059.50	2,059.50	12/07/2022	INV	PD	AIR COMPRESSOR FOR IRR
CHECK DATE: 12/06/2022										
					2,059.50					
	156 INVOICES				306,071.70					

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

City of Chaska

VENDOR INVOICE LIST

Electronic Payments

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
105243 ALERUS FINANCIAL										
C132231 CHECK DATE: 11/21/2022		11/04/2022	112122-2	3485	131.60	131.60	11/21/2022	DIR	PD	OCT PARTICIPANT FEES
100385 CHASKA FIRE DEPT RELIEF ASSN										
2022/10-CFDRA CHECK DATE: 11/18/2022		11/18/2022	111822-2	3476	13,237.45	13,237.45	11/18/2022	DIR	PD	OCT-22 FIRE RELIEF ASS
100522 DEPOSITORY TRUST COMPANY										
2022/12/01 DS INT CHECK DATE: 11/29/2022		11/29/2022	112922	3492	2,437.50	2,437.50	11/29/2022	DIR	PD	DTC-DS PMT DUE 12/1 IN
2022/12/01 DS PRI CHECK DATE: 11/29/2022		11/29/2022	112922	3491	150,000.00	150,000.00	11/29/2022	DIR	PD	DTC-DS PMT DUE 12/1/22
					152,437.50					
107490 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY										
107371 CHECK DATE: 11/21/2022		11/18/2022	112122	3482	6,777.62	6,777.62	11/21/2022	DIR	PD	111822 Payroll - HCSP
107744 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY										
107372 CHECK DATE: 11/21/2022		11/18/2022	112122	3483	850.00	850.00	11/21/2022	DIR	PD	111822 Payroll - MNDCP
101756 MII LIFE INCORPORATED										
16289815 CHECK DATE: 11/22/2022		11/08/2022	112222-3	3486	162.00	162.00	11/22/2022	DIR	PD	NOV PARTICIPANT FEES
40430453 CHECK DATE: 11/23/2022		11/22/2022	112322	3488	2,049.77	2,049.77	11/23/2022	DIR	PD	11/23/22 FSA REIMB-HEA
					2,211.77					
100927 INTERNAL REVENUE SERVICE										
107365 CHECK DATE: 11/18/2022		11/18/2022	111822	3473	177,992.59	177,992.59	11/18/2022	DIR	PD	111822 Payroll - SS, M
101346 MINNESOTA COMMISSIONER OF REVENUE										
2022/1031-CC CHECK DATE: 11/18/2022		10/31/2022	111822-2	3480	11,530.94	11,530.94	11/18/2022	DIR	PD	OCT-22 CARVER CTY TRAN

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2022/1031-SLS/UB CHECK DATE: 11/18/2022		10/31/2022	111822-2	3478	173,601.49	173,601.49	11/18/2022	DIR	PD	OCT-22 GEN/UB SALES TA
2022/1031-USE CHECK DATE: 11/18/2022		10/31/2022	111822-2	3479	6,719.02	6,719.02	11/18/2022	DIR	PD	OCT-22 USE TAX
					191,851.45					
101343 MINNESOTA DEPT OF REVENUE-PAYROLL WIRES										
107366 CHECK DATE: 11/21/2022		11/18/2022	112122	3481	35,331.52	35,331.52	11/21/2022	DIR	PD	111822 Payroll - MN St
101249 MINNESOTA MUNICIPAL POWER AGENCY										
3762 CHECK DATE: 11/18/2022		11/03/2022	111822-2	3477	2,804,882.34	2,804,882.34	11/20/2022	DIR	PD	OCT ELEC SVC W/EV CRED
101376 NATIONWIDE RETIREMENT SOLUTIONS(USCM)										
107367 CHECK DATE: 11/18/2022		11/18/2022	111822	3474	15,322.93	15,322.93	11/18/2022	DIR	PD	111822 Payroll - 457 C
106955 NATIONWIDE RETIREMENT SOLUTIONS(USCM)										
107370 CHECK DATE: 11/18/2022		11/18/2022	111822	3475	4,035.08	4,035.08	11/18/2022	DIR	PD	111822 Payroll - Roth
104668 OPTUM BANK INC										
107369 CHECK DATE: 11/17/2022		11/18/2022	WIRE_001	3472	15,952.01	15,952.01	11/18/2022	DIR	PD	111822 Payroll - HSA C
101498 PCARD										
2022/1114-PC CHECK DATE: 11/22/2022		11/14/2022	WIRE_001	3487	91,586.01	91,586.01	11/22/2022	DIR	PD	NOV 2022 PCARD PURCHAS
101506 PUBLIC EMPLOYEES RETIREMENT ASSOCIATION										
107368 CHECK DATE: 11/21/2022		11/18/2022	112122	3484	124,541.06	124,541.06	11/21/2022	DIR	PD	111822 Payroll - PERA
102066 US BANK										
2022/12/01 DS 5979 CHECK DATE: 11/23/2022		11/23/2022	112322	3490	1,566,840.79	1,566,840.79	11/23/2022	DIR	PD	US B-DS PMT DUE 12/1/2

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2022/12/01DS 1620-II CHECK DATE: 11/23/2022		11/23/2022	112322	3489	199,850.00	199,850.00	11/23/2022	DIR	PD	US B-DS PMT DUE 12/1/2
		21 INVOICES			5,403,831.72					

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

Biweekly Report

December 5, 2022

By:

Matt Podhradsky

COUNCIL MEETING/WORK SESSION SCHEDULE

Below is a list of the upcoming Council Meetings and Work Sessions to plan for over the next several weeks:

December 5th: We will have a work session from 5:45-7 before the Council meeting to discuss the Budget for the Community Center. We will have a regular meeting to follow, with this being our annual Truth in Taxation Meeting required as part of our annual tax levy setting process.

December 19th: We are not planning on having a Work Session prior to the regular Council meeting. The Council meeting will include not only going through the planning items coming back to Council but also will have us setting our 2023 final budget and tax levy as well as adopt the budget for all our Enterprise Funds.

January 9th: This will be the first Council meeting of the year. The reason for this is that with January 1st falling on a Sunday, the official holiday at the City will be on Monday January 2nd. It is uncertain whether we will have a work session at this time, but we will be swearing in the Mayor and two Council member positions that were just re-elected. We will also be having interviews for Commission openings prior to this meeting.

January 23rd: We will be having interviews for Commission openings prior to this meeting. We will be getting you out the schedule for interviews once we have that put together. There will be a regular meeting to follow with all Planning items from the Planning Commission.

January 30th: This is a 5th Monday of the month. We will look to see whether we need a meeting or not. It may be possible that we look at trying to have a Work Session that night to continue our discussion on Naming Rights for facilities and potentially have a Council meeting. As we get closer to that date, we will let you know the plans.

If you have any questions, or are unable to attend any of these meetings, please let me know.

COMMISSION INTERVIEWS

As a reminder, with the beginning of the year comes interviews and appointments to each of our commissions. Below is a list of the positions spots that we need to fill for this upcoming year:

- HPC: 3 Open Positions
- HRC: 4 Open Positions (1 Student aged 16-20 for 1-year term)
- Parks and Recreation (1 Student aged 16-20 for 1-year term)
- Planning Commission (3 open positions)

We are currently in the process of advertising for people to apply for these positions. Residents interested will be able to apply through our Job Opportunities Page through our City Website. As we discussed at the last meeting, we are also trying to get advertisements and word out into more areas of the community than in the past to see if we can get a more diversity in applicants. If you know of anybody who is interested in serving on one of these commissions, please let them know they can get more information and apply on our website. If anyone has a desire to find out more about the commissions before applying, please let them know they can contact me. I would be happy to share more information about any of the commissions and their work. We will be doing interviews before the January 9th and January 23rd meetings, with the appointments being done at our first meeting in February. Deadline for applications is December 26th.

If you have any questions, please let me know.

APPLICATIONS BEING SOUGHT FOR MET COUNCIL MEMBERS

Below is information that was just sent out from the Met Council this week seeking applicants for Met Council Member seats. If there are any residents that you know that you think might be good for one of these positions and may have an interest, please feel free to pass this along to them. It has been close to a decade since we have had a member of the Met Council from Chaska.

Deadline extended: Apply by Dec. 9 for Metropolitan Council seats

Nominating Committee applications must still be submitted by 4 p.m. today

Gov. Tim Walz has extended the deadline for people interested in serving as members of the Metropolitan Council. Applications are now due by **4 p.m. Friday, Dec. 9.**

Nominating Committee applications must still be submitted by 4 p.m. today.

About the Council
The Metropolitan Council is the regional planning agency for the seven-county metropolitan area. The Met Council operates the regional bus and rail system, collects and treats wastewater, coordinates regional water resources, plans regional parks and administers funds that provide housing opportunities for low- to moderate-income individuals and families.

Council members serve 4-year terms, concurrent with the governor's term of office.

How to apply
Please email Gov.Appointments@state.mn.us for Metropolitan Council district application instructions or information about applying to serve on the Nominating Committee. Applicants may contact Gov.Appointments@state.mn.us or 651-201-3400 with questions about the process or to request reasonable accommodations.

According to statute, applicants must be a resident of the district for which they are seeking appointment and knowledgeable about urban and metropolitan affairs.

About the process
The Metropolitan Council Nominating Committee will review applications following the Dec. 9 deadline. Qualified applicants will be invited to appear for an interview with the committee at public hearings in early 2023. Following the public hearings, the Nominating Committee will make appointment recommendations to Gov. Tim Walz. He will select the Council Members in advance of the statutory deadline.

Find additional information about the Metropolitan Council at www.metrocouncil.org.

BUILDING PROJECT UPDATE-ARCHITECTURAL RFP FOR PUBLIC SAFETY CENTER
As we discussed at the last Council meeting, one of the items that Staff is working on now is seeking proposals from architects to consider for design of the new Public Safety Center. Following the Council meeting, we did put out an RFP to seek architects to put together a proposal for doing this work. The proposals are due on December 20th, with Staff planning to interview the architects the week of January 9th. We hope to be prepared to bring back a recommendation for an architect to the January 23rd meeting.

We are very pleased that there seems to be several firms that are interested, with many specializing in public safety facilities. As we discussed at our last meeting, by going through this process now, we can be ready to move forward immediately with the process if Council decides to formally move forward with starting the program as part of the budget process in December.

If there are any questions on this, please let me know.

COUNCIL/DEPARTMENT HEAD RETREAT

I wanted to let you know that I will be getting back to you within the next couple of weeks with some dates to consider for our next Council/Department Head retreat. I am aiming for February or early March to do this two-day retreat. If there are any dates during that time that you know will absolutely not work, please let me know. Thanks!

HEROES AND HELPERS 2022

Every December, the Chaska Police Department partners with Target to provide families in need an opportunity to give and receive presents. Officer Julie works with community partners to identify the families, and then volunteers go around the store with the children to pick out presents. The volunteers help the kids wrap the presents, so that the kids can give the gifts to their families. Typically, the Police Department helps about 20 families, and this year's event will be Saturday, December 10.

There are two ways that you can help if you are interested in being a part of this program this year.

1. If you want to volunteer, email Julie Janke.
2. If you would like to support the program through a donation, the best way would be to buy a Target gift card and get it to Officer Julie. There are two options for this:

    - You can go to Target's gift card website.
        - Pick the amount you want to give
        - Choose email as a delivery option
        - Put in Officer Julie's email address: jjanke@chaskamn.gov
        - And you're done!
    - You can get a physical gift card and send it to Officer Julie through inter-office mail.

A big thank you to all who get involved with this program. It is truly one of the most special programs that occurs during the course of the year!

UPCOMING EVENTS IN THE COMMUNITY

Below is a list of the upcoming events in Chaska:

- Hometown Holiday: Saturday, December 3rd from 3:30-5 (stores have specials throughout day)
- Chaska 100 Club on Sunday December 4th from 4-6 pm at the Chaska Event Center. If you are interested in purchasing a ticket for this event, please see me
- Tree Lighting of Fireman's Park Tree-Sunday December 4th at 6pm. There will be Santa, crafts and treats after the lighting ceremony
- Annual All-Employee Holiday Party-4:30-9 at Oak 19 at the Town Course. This is an annual get-together supported by the proceeds from our employee's vending machine in

City Hall. If Council members decide to attend, please let me know so we know if we must post it to meet Open Meeting laws.

- Annual Santa Parade: We have scheduled Wednesday December 21st as the annual Santa Parade throughout town. It will go between about 5-9 and there will be a "Santa Tracker on our social media to let residents know where we are in the parade route

If you have any questions about these upcoming events, please let me know.