AGENDA
CHASKA CITY COUNCIL
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM
Monday, February 5, 2024
7:00 PM

1. OPEN SESSION

2. CLOSED SESSION - 5:30 - 6:40 PM

    2.A. City Administrator's Annual Review

    Under Minnesota Statute Section 13D.05 Subdivision 3(a) the City Council has the authority to conduct a closed session for the review of any employee under our direct supervision. The only topic of the discussion in this closed session will be the performance review of City Administrator Matt Podhradsky. The meeting will be taped, and the recording kept for three years, as required by the Minnesota Open Meeting Law. As is required by State Statute, a summary of conclusions regarding the evaluation will be given at the next open session of the Chaska City Council.

3. OPEN SESSION

4. Commission Interview - 6:40 PM

5. Call to Order - 7:00 PM

6. Pledge of Allegiance

7. Roll Call

8. Adopt Agenda

9. Visitor Presentation

    9.A. Recognition of Commission Members

    9.B. Al Sherwood - Election Integrity

    9.C. Jennifer Ray - Absentee Ballot Board

    9.D. Police Department Drone Program - Chief Seibert

10. Approve Previous Meeting Minutes

10.A. City Council Meeting Minutes 1-22-2024

11. Consent Items

    11.A. Appointment of Parks & Recreation Commission Chair and Vice-Chair

    11.B. Adopt Resolution 2024-10 Approving the 2024 Cogeneration and Small Power Production Tariff

    11.C. Public Improvements - Harvest West 3rd

    11.D. Public Improvements - Del Webb 1st Addition

    11.E. Public Improvements - Del Webb 2nd Addition

    11.F. Approve Union Contracts: Police Officers and Sergeants 2024-2025

    11.G. 2024 Pay Classification Plan

    11.H. Adopt Resolution 2024-11 Authorizing Eminent Domain for MN River Bluffs Regional Trail-Chaska Connection

12. Action Items

    12.A. Commission Appointments

13. Bills

    13.A. ACCOUNTS PAYABLE CLAIMS ROSTER 2-5-2024

14. Other Business

    14.A. City Administrator's Report

        14.A.i. Biweekly 2-5-2024

15. Adjourn

Unmanned Aerial System (UAS) Operations

605.1 PURPOSE AND SCOPE

State

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval, and dissemination of images and data captured by the UAS (Minn. Stat. § 626.19).

605.1.1 DEFINITIONS

State

Definitions related to this policy include:

Unmanned Aerial System (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled without the possibility of direct human intervention from within or on the aircraft (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means (Minn. Stat. § 626.19).

605.2 POLICY

Best Practice

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

605.3 PRIVACY

Best Practice

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

605.4 PROGRAM COORDINATOR

State

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.

- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocol for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.
- Developing protocol for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing an operational protocol governing the deployment and operation of a UAS, including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, particularly regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.
- Developing protocols for reviewing and approving requests for use of the department UAS by government entities (Minn. Stat. § 626.19).
- Preparing and submitting the required annual report to the Commissioner of Public Safety (Minn. Stat. § 626.19).
- Posting the department policies and procedures regarding the use of UAV on the department website, as applicable (Minn. Stat. § 626.19).
- Reviewing the program and UAS use for compliance with Minn. Stat. § 626.19.

605.5 USE OF UAS

State

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted during daylight hours, and a UAS should not be flown over populated areas without FAA approval.

Members shall not use a UAS without a search warrant, except (Minn. Stat. § 626.19):

(a) During or in the aftermath of an emergency situation or disaster that involves the risk of death or bodily harm to a person.

(b) Over a public event where there is a heightened risk to the safety of participants or bystanders.

(c) To counter the risk of a terrorist attack by a specific individual or organization if the agency determines that credible intelligence indicates a risk.

(d) To prevent the loss of life or property in natural or man-made disasters and to facilitate operation planning, rescue, and recovery operations.

(e) To conduct a threat assessment in anticipation of a specific event.

(f) To collect information from a public area if there is reasonable suspicion of criminal activity.

(g) To collect information for crash reconstruction purposes after a serious or deadly collision occurring on a public road.

(h) Over a public area for officer training or public relations purposes.

(i) For purposes unrelated to law enforcement at the request of a government entity, provided the request is in writing and specifies the reason for the request and a proposed period of use.

605.5.1 DOCUMENTATION REQUIRED

State

Each use of a UAS should be properly documented by providing the following (Minn. Stat. § 626.19):

(a) A unique case number

(b) A factual basis for the use of a UAS

(c) The applicable exception, unless a warrant was obtained

605.6 PROHIBITED USE

Federal

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized (Minn. Stat. § 626.19).

605.6.1 ADDITIONAL PROHIBITIONS

State

Unless authorized by a warrant, a UAS shall not be deployed with facial recognition or biometric-matching technology (Minn. Stat. § 626.19).

Unless authorized by a warrant or for purposes of a permitted use outlined in this policy, a UAS shall not be used to collect data on public protests or demonstrations (Minn. Stat. § 626.19).

605.7 RETENTION OF UAS DATA

State

The Records Center supervisor shall ensure that data collected by the UAS is disclosed or deleted as required by Minn. Stat. § 626.19, including the deletion of collected data as soon as possible, and in no event later than seven days after collection, unless the data is part of an active criminal investigation (Minn. Stat. § 626.19).

- MINUTES -
CHASKA CITY COUNCIL
JANUARY 22, 2024

1. Call to Order
The meeting was called to order by Mayor Windschitl at 7 p.m.

2.Pledge of Allegiance

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

Absent: None.

Also Present: Matt Podhradsky, City Administrator; Kevin Wright, Community Engagement Manager; Elise Durbin, Assistant Administrator; Christophe Morschen, City Attorney; and Krista Mark, Communications Coordinator.

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

5. Visitor Presentation
5.A. Human Rights Commission Year in Review
Sarah Carlson, Chair of the Human Rights Commission, provided an overview of the efforts of the Commission throughout 2023. The Commission celebrated Women's History Month, held a Pride Picnic, partnered with community organizations for Driver's License for All effort, hosted a booth at River City Days, initiated African Cultural Night, held a booth at the Latin Music and Food Fest, received an award from Unidos MN the Driver's License for All efforts, and created community display to bring awareness to Dia de los Muertos.

Ms. Carlson shared a list of the 2024 Action Plan including engagement with community groups and members, advising staff and Council, continuing community engagement and education efforts, and continuing core efforts to create and promote monthly messages or opportunities to encourage community-building.

Councilmember Hatfield thanked Ms. Carlson for the Commission's efforts and recognized the Commission's growth. Councilmember Huang agreed the Commission's work is valuable for the Chaska community.

Councilmember Grau thanked Ms. Carlson for the Commission's events and community outreach efforts. Councilmember Hubbard thanked Ms. Carlson for the presentation and shared her positive experiences with the Commission's events throughout the year.

DRAFT

Mayor Windschitl pointed out the immense growth in the Commission over the years and thanked Ms. Carlson for her leadership.

6. Approve Previous Meeting Minutes
6.A. Approve the January 8, 2024 City Council Meeting Minutes
Motion by Councilmember Hubbard, second by Councilmember Grau to approve the minutes of the January 8, 2024 City Council meeting.
Motion carried.

7. Consent Agenda
Mayor Windschitl asked if Consent Agenda Item 7.D. Adopt Resolution No 2024-09 approving the Safe Routes to School (SRTS) Infrastructure Grant Program was for the Hwy 41 underpass area. City Administrator Matt Podhradsky stated Consent Agenda Item 7.D. Adopt Resolution No 2024-09 approving the Safe Routes to School (SRTS) Infrastructure Grant Program was for the main trail at the bottom of the hill. He provided more information on the project in relation to 2025 trail construction plans.

Councilmember Hatfield noted the primary election is coming up March 5, 2024, and early voting has begun, referring to Consent Agenda Item 7.A. Adopt Resolution No 2024-5 Appointing Presidential Preference Primary Judges.

Councilmember Huang stated the previous version of the packet included five consent items. Mayor Windschitl explained one item regarding a Commission appointment was removed and will be brought back in the future.

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

A. Adopt Resolution No 2024-5 Appointing Presidential Preference Primary Judges

Motion to adopt Resolution No. 2024-5 appointing those persons listed on Exhibit A as Election Judges for the Presidential Preference Primary, Tuesday, March 5, 2024.

B. Adopt Resolution No 2024-6 Accepting Gifts and Donations

Motion to adopt Resolution 2024-06 acknowledging and accepting gifts to the City of Chaska received during the period October 1, 2023 through December 31, 2023.

C. Adopt Resolution No. 2024-8 Bond Sale Reimbursement

Motion to adopt Resolution No 2024-8 relating to financing certain proposed projects and establishing compliance with reimbursement bond regulations under the Internal Revenue Code.

D. Adopt Resolution No 2024-09 approving the Safe Routes to School (SRTS) Infrastructure Grant Program

Motion to adopt Resolution 2024-09 approving the Safe Routes to School (SRTS) Infrastructure Grant Program
Motion carried.

8. Action Items
8.A. Adopt Resolution 2024-7 Authorizing the Solicitation of Public Bids for the Public Safety Facility

City Administrator Podhradsky introduced the item to the Council and provided a presentation on it.

Councilmember Huang asked what would be done with the time capsule at the current Fire Station. City Administrator Podhradsky stated the options are being discussed, but it is likely it will be reburied at the new facility.

Mayor Windschitl asked how many bid requests would be sent out. Drew Suggs, representative of RJM, stated anything over $175,000 has to be its own bid. There will likely be around 32 bid packages.

City Administrator Podhradsky explained the benefits of the multiple bid process. The method is becoming more popular as it is cost-effective and allows for the best outcomes.

Councilmember Hatfield asked if the bids are just for the building efforts or office supplies such as desks. City Administrator Podhradsky stated anything that stays with the building is part of the bid process. One bid could be all of the plumbing while another could be all of the HVAC and so on.

Councilmember Hatfield asked if the market is good for receiving bids. Mr. Suggs confirmed it is a good time to release bids for contractors to fill up their schedules. There has been a good amount of interest in the project.

City Administrator Podhradsky pointed out RJM has been assisting Staff in estimating the various pieces of the project.

Mayor Windschitl asked if the City is eligible for public safety funding that is being discussed by the Governor. City Administrator Podhradsky noted Governor Walz has yet to define public safety and the funding opportunities.

Councilmember Huang asked what the variance is for the final budget. Mr. Suggs stated RJM is confident with the current estimate.

Motion by Councilmember Huang, second by Councilmember Grau to adopt Resolution No. 2024-7 authorizing the solicitation of public bids for the Public Safety Facility.
Motion carried.

9. Bills
9.A. Accounts Payable Claims Roster 1-22-2024
The Council requested further information about bills on pages 8, 11, and 16.

City Administrator Podhradsky provided further information regarding those bills.

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

Motion carried.

10. Other Business
10.A. City Administrator's Report
10.A.i. 2023 Building Official Year End Report
10.A.i. LMC Wellness Article
10.B. Financial Reports as of 11/30/23

Councilmember Hatfield:

- Thanked the Human Rights Commission for their recent event and thanked SOAR for their participation.
- Congratulated the community organizations that received the MLK Human Rights Awards. She read an excerpt that was read at the event.
- Noted the GTO program is looking for 2024 interns.

Councilmember Hubbard:

- Agreed the MLK Breakfast was well-done and thanked the community members and Staff that supported the event.
- Congratulated the community organizations that received the MLK Human Rights Awards.
- Stated the library is celebrating its 101st year on February 7, 2024.
- Attended a discussion on homelessness hosted by Beacon Interfaith Connection in Waconia. They talked about statistics, local programming, and the lack of affordable housing. She shared a few statistics with the Council and there was a discussion about funding.

Councilmember Huang:

- Stated Fireman's Fishing Contest is on February 3, 2024, but it will not take place on the ice.
- Pointed out Christmas in May is coming up.
- Expressed his excitement for The Loop's opening on May 5, 2024.
- Noted Taste of Chaska will be May 8, 2024.
- River City Days is scheduled for July 26 through July 28, 2024.
- Thanked the Human Rights Commission for their work throughout 2023.
- Congratulated the community organizations that received the MLK Human Rights Awards.
- Pointed out the Minnesota League of Cities has a great article about employee retention efforts. He congratulated Staff on their recognition in the article.
- Thanked Staff for preparing the ice rinks throughout Chaska.

Councilmember Grau:

- Asked if there is an application deadline for Christmas in May. City Administrator Podhradsky stated the application deadline is March 18, 2024.
- Noted the Chaska girls' basketball team beat Chanhassen recently and encouraged community members to enjoy the community atmosphere throughout local rivalries.

DRAFT

Assistant City Administrator Durbin:

- Stated Carver County Connect will be Wednesday, January 24, 2024 at the Chaska Event Center, which is an event that provides information on local service offerings. There is free transportation.
- Noted the City will be closing on the Ernst House Project within the week.

City Administrator Podhradsky:

- Reminded everyone there won't be a regular meeting on the fifth Monday of the month, but there will be a work session for the Council.
- Noted the City Administrator review is coming up in February.
- Agreed the Wellness Committee has done a great job with Staff retention. Also, the billing report is unprecedented in terms of community growth, and Staff has worked hard to handle the increased demand.

Mayor Windschitl:

- Pointed out the Minnesota League of Cities article about Staff retention features only photos of Chaska. He congratulated Staff for their efforts.
- Stated January 27, 2024 is the Boy Scouts' 50th Anniversary celebration.
- Encouraged community members to make use of the skating rinks before they melt.

11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Huang to adjourn the meeting at 8:36 p.m.
Motion carried.

REQUEST FOR ACTION
CHASKA CITY COUNCIL
February 5, 2024

Subject: **Recommendation to City Council for Appointment of the 2024 Parks and Recreation Commission Chair and Vice-Chairperson**

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

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The City Ordinance states that the City Council is to appoint the Chair and Vice-Chairperson for the Parks and Recreation Commission each year. The Council has historically relied on the members of the Parks and Recreation Commission to recommend individuals for these two positions.

On December 12th, 2023, the Parks and Recreation Commission voted to recommend Jason Branch as Chair and Elizabeth Wynveen as Vice-Chairperson of the Parks and Recreation Commission for 2024.

CITY COUNCIL ACTION REQUESTED

Motion to approve Jason Branch as the 2024 Parks & Recreation Commission Chair and Elizabeth Wynveen as the 2024 Parks & Recreation Commission Vice-Chairperson.

REQUEST FOR ACTION
CHASKA CITY COUNCIL
2/5/2024

Subject: **Approving the Cogeneration and Small Production Tariff**

Prepared By: Andrew Romine, Asst. Electric Director

Background
In addition to the policies, processes and rules the City of Chaska also needs to establish a tariff that will be used when paying a customer for the excess power put back on the grid. The Tariff contains four schedules: An average retail rate, standard contracts, processes and avoided costs.

Recommendation
Staff recommends adoption.

CITY COUNCIL ACTION REQUESTED
Motion to Adopt Resolution No 2024-10 for Cogeneration and Small Production Tariff

CITY OF CHASKA
CARVER COUNTY, MINNESOTA

RESOLUTION

DATE February 5th, 2024__________________RESOLUTION NO.__2024-10__________

MOTION BY COUNCILMEMBER_______________SECOND BY COUNCILMEMBER_________

Resolution Ratifying 2024 Cogeneration and Small Power Production Tariff for the City's Electric Utility

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WHEREAS, this resolution relates to the municipal electric utility (the "Utility") operated by the City of Chaska, Minnesota (the "City") that is governed by its City Council; and

WHEREAS, City rules and Minnesota Statutes Section 216B.164 require the City Council to annually adopt a Cogeneration and Small Power Production Tariff; and

WERERAS, on January 22, 2024, the City adopted rates applicable to cogeneration and small power production (the "Tariff Rates"); and

WHEREAS, the Minnesota Municipal Utility Association recently distributed suggested revisions to the resolutions its members use to adopt Tariff Rates; and

WHEREAS, an updated Cogeneration and Small Power Production Tariff ("Tariff") is attached to this resolution; and

WHEREAS, the City Council finds it is in the best interests of the Utility and its customers to update the Utility's Cogeneration and Small Power Production Tariff using the Tariff Rates previously adopted on January 22, 2024;

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

1. The Tariff attached to this resolution is hereby approved and adopted effective as of the date of this resolution.
2. The Tariff shall be maintained at Chaska City Hall and shall be made available for public inspection during normal business hours.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 5th day of February, 2024.

____
Mark Windschitl, Mayor

Attest:____
Chaska Deputy Clerk

Cogeneration and Small Power Production Tariff

The City of Chaska, Minnesota ("City") operates a municipal electric utility that is governed by its City Council (the "Utility"). Pursuant to its Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities, the City establishes and/or updates its Cogeneration and Small Power Production Tariff ("Tariff") for billing and sales transactions effective as of the date approved by resolution of the City Council as follows:

The Tariff shall consist of the following four schedules:

SCHEDULE 1: Calculation of average retail utility energy rates for each utility customer class.

SCHEDULE 2: Rates at which Utility purchases energy and capacity from the wholesale supplier from which purchases may first be avoided.

SCHEDULE 3: Utility's adopted interconnection process, or "distrusted generation tariff" per Minnesota Statues Section 216B.1611, subd. 3(2).

SCHEDULE 4: Minnesota Municipal Power Agency avoided cost rate calculation rate table.

Schedule 1

Average Retail Utility Energy Rates

Available to any Qualifying Facility of less than 40 kW capacity that does not select either Roll Over Credits, Simultaneous Purchase and Sale Billing or Time of Day rates.

Utility shall bill Qualifying Facilities for any excess of energy supplied by Utility above energy supplied by the Qualifying Facility during each billing period according to Utility's applicable rate schedule. Utility shall pay the customer for the energy generated by the Qualifying Facility that exceeds that supplied by Utility during a billing period at the "average retail utility energy rate." "Average retail utility energy rate" means, for any class of utility customer, the quotient of the total annual class revenue from sales of electricity minus the annual revenue resulting from fixed charges, divided by the annual class kilowatt-hour sales. Data from the most recent 12-month period available as of January 24, 2024, shall be used in the computation.

"Average retail utility energy rates" are as follows:

Customer Class	Average Retail Utility Energy Rate
Residential	$0.146628
Commercial	$0.099917
Industrial	$0.097404
Right of Way	5%

Schedule 2

Wholesale Supply Rates

A "non-generating utility" must list the rates at which it purchases energy and capacity. If the utility has more than one wholesale supplier, the rates listed are of that supplier from which purchases may first be avoided.

Utility purchases energy and capacity from Minnesota Municipal Power Agency. In 2023, the average energy rate paid by Utility was $0.06766 per kilowatt-hour. The average capacity rate paid by Utility was $0.02223 per kilowatt-hour.

These rates are used to calculate Utility's "avoided costs" for purposes of calculating compensation to customers whose Qualifying Facilities are not eligible for compensation at Utility's average retail utility energy rate or who elect compensation at another rate.

Schedule 3

Interconnection Process

In order to provide for coordinated interconnection of customer-owned distributed energy resources and comply with Minnesota Statutes Section 216B.1611, subd. 3(2), Utility has adopted the "Minnesota Municipal Interconnection Process (M-MIP) 2022" as recognized by the Minnesota Municipal Utilities Association Board of Directors at its February 9, 2022, meeting and made publicly available at mmua.org.

The Utility's Rules Governing Interconnection of Cogeneration and Small Power Facilities (including a Uniform Contract for Cogeneration and Small Power Production Facilities) are available at www.chaskamn.com/solar.

General technical requirements may be found in the Minnesota Technical Interconnection and Interoperability Requirements (TIIR) as adopted by the Minnesota Public Utilities Commission on January 22, 2020 as part of DOCKET NO. E-999/CI-16-521.

For utility-specific safety standards, required operating procedures for interconnected operations, and the functions to be performed by any control and protective apparatus, please contact Utility for its Technical Specifications Manual (TSM).

Schedule 4

Minnesota Municipal Power Agency Avoided Cost Rate Calculation Table

	Energy ($/kWh)	Capacity ($/kWh)	REC ($/kWh)
Summer Months (June-Sept)			
On Peak	0.0535	0	0
Off Peak	0.0338	0	0
All Hours	0.0428	0	0
Winter Months (Oct-May)			
On Peak	0.0432	0	0
Off Peak	0.0345	0	0
All Hours	0.0386	0	0
Annual (January-December)	0.0400	0	0

REQUEST FOR ACTION
CHASKA CITY COUNCIL
2/5/2024

Subject: **Public Improvements – Harvest West 3rd Addition**

Prepared By: **Matt Clark, City Engineer**

Installation of public improvements is completed in Harvest West 3rd Addition. Consistent with terms of the Development Agreement, Chaska is in a position to formally accept said improvements as public facilities. Further, the letter of credit guaranteeing those improvements shall be reduced to 5% for a period of 2 years from the date of acceptance.

CITY COUNCIL ACTION REQUESTED

Accept public improvements in Harvest West 3rd Addition as municipal facilities and adjust letter of credit accordingly.

January 25, 2024

To: Matt Clark
City Engineer
Chaska City Hall
One City Hall Plaza
Chaska, MN 55318

Subject: Letter of Credit #IS000210367U

Pursuant to section 10 of the Developers agreement for Harvest West Third addition, we respectfully request reduction for the project letter of credit from the original amount of $3,596,383 to a new amount of $179,819. This reduction is for the work completed to date and reduces letter of credit to 5% of the original amount. Lien wavers for the requested amount are attached for your review.

If you have any questions, please contact me at 952.292.2419

Thank you

Sincerely,

Rob St. Sauver
Project Manager
Tradition Development
Office Telephone: (952) 322-8706
E-mail: rob.stsauver@traditiondevelopment.com

January 25, 2024

Mr. Matt Clark, PE
City Engineer
Chaska City Hall
Once City Hall Plaza
Chaska, MN 55318

Subject: Harvest West 3RD Addition – Request for Final Acceptance of Street and Utility Improvements.

Dear Mr. Clark:

On behalf of Tradition Development, we request the City of Chaska to accept the public Street and Utility improvements for Harvest West 3RD Addition. Based upon Alliant Engineering construction observation and record plan documents, we certify the public improvements (sanitary sewer, water main, storm sewer and street construction) were constructed in general conformance with the approved plans and specifications.

Upon final acceptance of the public improvements by the City, Alliant Engineering and Tradition Development requests the City to release the surety for the project and begin the warranty period for the improvements.

If you have any questions, please contact me at (612) 767-9327.

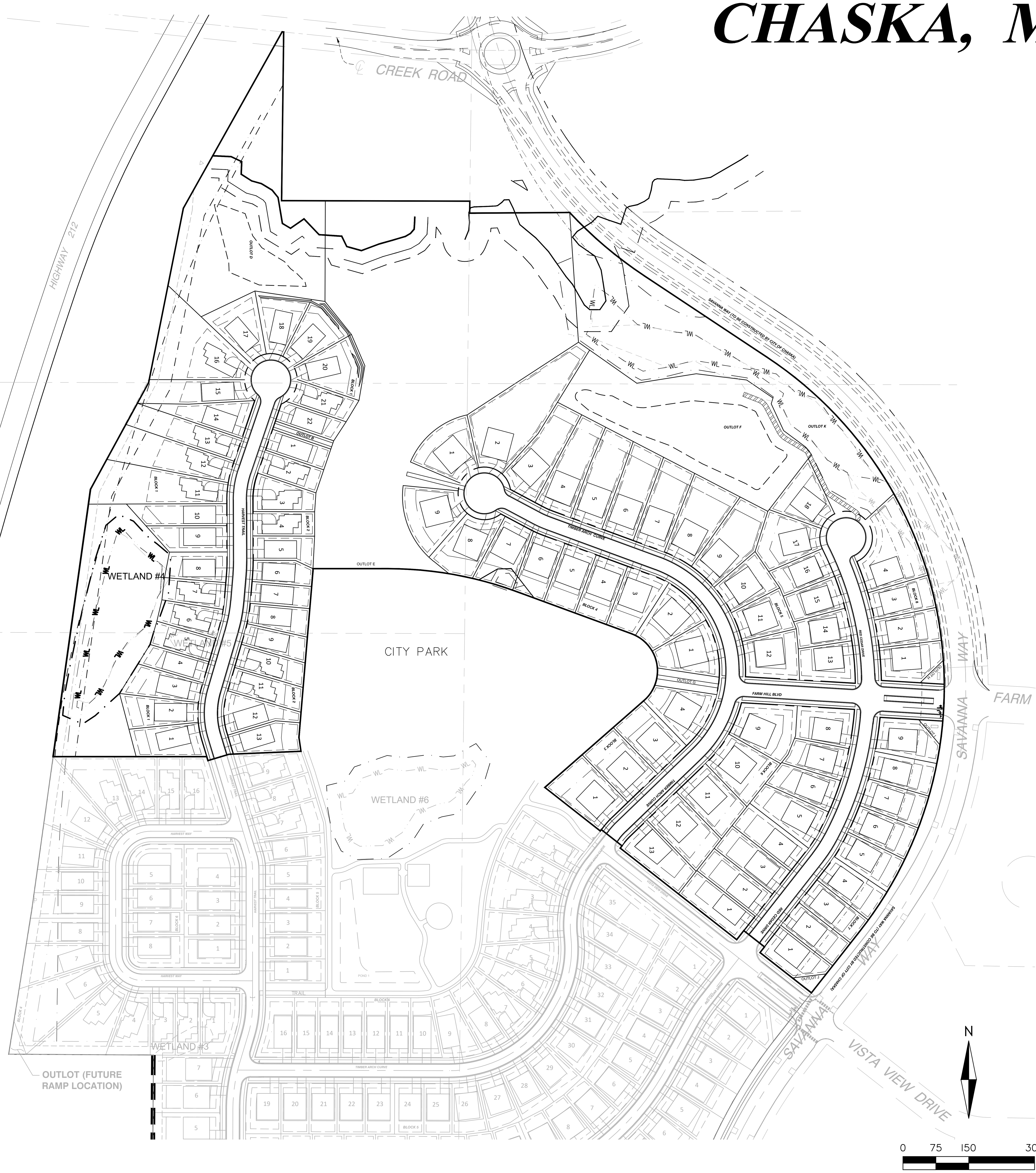
ALLIANT ENGINEERING

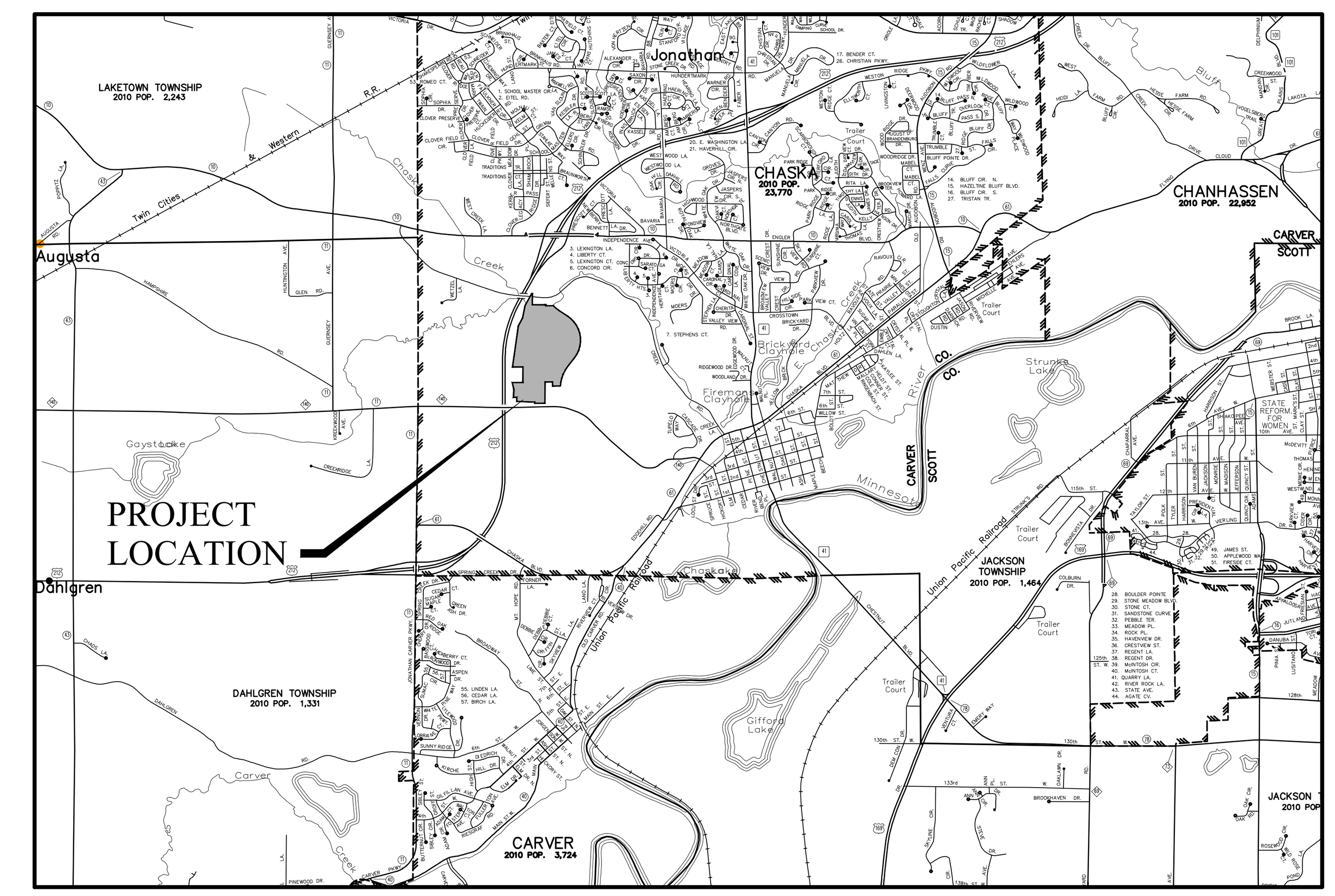
David Nash, PE
Senior Project Manager

CC: Pat Wrase, Rob St. Sauver – Tradition Development

HARVEST WEST 3RD ADDITION

CHASKA, MINNESOTA





VICINITY MAP

NOT TO SCALE

DEVELOPER

TRADITION DEVELOPMENT
16972 BRANDTJEN FARM DRIVE
LAKEVILLE, MN 55044
PAT WRASE
PH: 952-322-8704

CONSULTANT

ALLIANT ENGINEERING, INC.
733 MARQUETTE AVE
SUITE 700
MINNEAPOLIS, MN 55402
PH: 612-758-3080
FX: 612-758-3099

ENGINEER

DAVID NASH
LICENSE NO. 21836
EM: dnash@alliant-inc.com

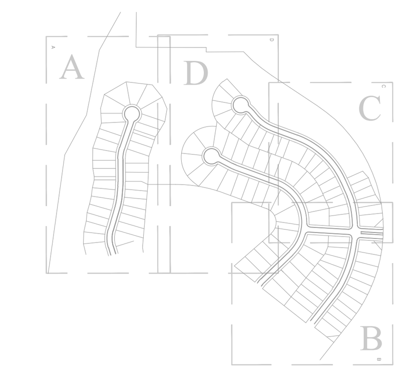
SURVEYOR

PETER GOERS
LICENSE NO. 44110
EM: pgoers@alliant-inc.com

LANDSCAPE ARCHITECT

MARK KRONBECK
LICENSE NO. 26222
EM: mkronbeck@alliant-inc.com

SHEET VIEW KEY MAP



ALLIANT
733 Marquette Avenue
Suite 700
Minneapolis, MN 55402
612.758.3080
www.alliant-inc.com

HARVEST WEST 3RD ADDTION
CHASKA, MINNESOTA
FINAL PLAT SUBMITTAL
COVER SHEET

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed PROFESSIONAL ENGINEER under the laws of the State of MINNESOTA

DAVE NASH, PE
7/6/2021 21836
Date License No.

QUALITY ASSURANCE/CONTROL

BY DATE

DATE	ISSUE
03/29/2021	CITY SUBMITTAL
04/14/2021	CITY RESUBMITTAL
06/03/2021	CITY RESUBMITTAL
07/06/2021	STORMWATER UPDATE
09/01/2021	RISER UPDATE
09/8/2021	INTERSECTION UPDATE
09/13/2021	WEST POND OUTLET UPDATE
11/3/2021	BLOCK/ LOT NUMBER UPDATE

PROJECT TEAM DATA

DESIGNED:	DN/AA/JP/DS
DRAWN:	GL/AA/JP/DS
PROJECT NO:	216-0028.C

1

SHEET 1 OF 45

Drawing name: X:\2016\160028.2\plan sheets\Harvest West 3rd Addition Final Plat\160028 C-cove.dwg Dec 01, 2021 - 9:12am

REQUEST FOR ACTION
CHASKA CITY COUNCIL
2/5/2024

Subject: **Public Improvements – Del Webb 1st Addition (Adelwood)**

Prepared By: **Matt Clark, City Engineer**

Installation of public improvements is completed in Del Webb 1st Addition (Adelwood). Consistent with terms of the Development Agreement, Chaska is in a position to formally accept said improvements as public facilities. Further, the letter of credit guaranteeing those improvements shall be reduced to 5% for a period of 2 years from the date of acceptance.

CITY COUNCIL ACTION REQUESTED

Accept public improvements in Del Webb 1st Addition (Adelwood) as municipal facilities and adjust letter of credit accordingly.

Westwood

12701 Whitewater Drive, Suite 300
Minnetonka, MN 55343

main (952) 937-5150
fax (952) 937-5822

January 12th, 2024

Matt Clark
City of Chaska
1 City Hall Plaza
Chaska, MN 55318

Subject: Adelwood 1st and 2nd Additions — Request for Final Acceptance of Street and Utility Improvements.

Dear Mr. Clark:

On behalf of Pulte Homes we request the City of Chaska to accept the Public Street and Utility improvements for ADELWOOD 1st and 2nd ADDITIONS. Based upon Westwood Professional Services, Inc. construction observation and record plan documents, we certify the public improvements (sanitary sewer, water main, storm sewer and street construction) were constructed in general conformance with the approved plans and specifications.

Upon final acceptance of the public improvements by the City, Westwood Professional, Inc. and Pulte Homes requests the city to release the surety for the project and begin the warranty period for the improvements.

If you have any questions, please contact me at (952) 906-7432

Ryan Bluhm

Westwood Professional Services, Inc.

westwoodps.com
(888) 937-5150

1650 W 82nd Street, Suite 300
Bloomington, MN 55341

Phone: 952-936-7833
Fax: 952-936-7839

January 5, 2024

Matt Clark, PE
City Engineer
City of Chaska
One City Hall Plaza
Chaska, MN 55318

RE: Adelwood 1st Addition Street and Utility Acceptance

Dear Mr Clark:

We request the City of Chaska to accept the public improvements for Adelwood 1st Addition and reduce the Letter of Credit S509250 to 5%. The Letter of Credit will be held for 2 years to cover the 1st Addition warranty period after final acceptance by City Council.

Thanks,

Chad Onsgard

Chad Onsgard
Vice President of Development
Pulte Group
1650 W 82nd Street, Suite 300
Bloomington, MN 55341
952-229-0723

CONSTRUCTION PLANS

FOR

SANITARY SEWER, WATERMAIN, STORM SEWER AND STREETS

FOR

DEL WEBB AT CHASKA

CHASKA, MN

Vicinity Map
(NOT TO SCALE)

PREPARED FOR:
PULTE GROUP
7500 FLYING CLOUD DRIVE, SUITE 670
EDEN PRAIRIE, MN 55344
CONTACT: CHAD ONSGARD
PHONE: 952-229-0723
EMAIL: CHAD.ONSGARD@PULTEGROUP.COM

PREPARED BY:
Westwood
Phone (952) 937-5150 12701 Whitewater Drive, Suite #300
Fax (952) 937-5822 Minnetonka, MN 55343
Toll Free (888) 937-5150 westwoodps.com
Westwood Professional Services, Inc.

PROJECT NUMBER: 0015521.00
CONTACT: RYAN M. BLUHM

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NO.	DATE	REVISION	SHEETS
1	05/21/20	CITY COMMENTS	ALL
2	06/26/20	CITY COMMENTS	ALL
3	07/22/20	CITY COMMENTS	ALL
4	07/28/20	CITY COMMENTS	ALL
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6	08/31/20	MNDOT COMMENTS	14,25,27
7	09/16/20	CITY AND WATERSHED COMMENTS	19,23,34
8	09/25/20	CARDINAL STREET	1-4,6,13,14,24,25A
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11	02/04/21	CITY, OWNER, CONTRACTOR COMMENTS	2,3,4,6,7,8,11,14,16,17,18,19,23,24,25,35,36
12	04/19/21	CITY COMMENTS	6,7,11,13-19, 24A, 24B,25,25A,25B
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CONSTRUCTION PLANS
FOR
SANITARY SEWER, WATERMAIN,
STORM SEWER AND STREETS
FOR
DEL WEBB AT CHASKA
CHASKA, MN

INITIAL SUBMITTAL DATE: 04/23/20 SHEET: 01 OF 36

DEL WEBB AT CHASKA

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REQUEST FOR ACTION
CHASKA CITY COUNCIL
2/5/2024

Subject: **Public Improvements – Del Webb 2nd Addition (Adelwood)**

Prepared By: **Matt Clark, City Engineer**

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January 12th, 2024

Matt Clark
City of Chaska
1 City Hall Plaza
Chaska, MN 55318

Subject: Adelwood 1st and 2nd Additions — Request for Final Acceptance of Street and Utility Improvements.

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Bloomington, MN 55341

Phone: 952-936-7833
Fax: 952-936-7839

January 5, 2024

Matt Clark, PE
City Engineer
City of Chaska
One City Hall Plaza
Chaska, MN 55318

RE: Adelwood 2nd Addition Street and Utility Acceptance

Dear Mr Clark:

We request the City of Chaska to accept the public improvements for Adelwood 2nd Addition and reduce the Letter of Credit S509951 to 5%. The Letter of Credit will be held for 2 years to cover the 2nd Addition warranty period after final acceptance by City Council.

Thanks,

Chad Onsgard

Chad Onsgard
Vice President of Development
Pulte Group
1650 W 82nd Street, Suite 300
Bloomington, MN 55341
952-229-0723

CONSTRUCTION PLANS

FOR

SANITARY SEWER, WATERMAIN, STORM SEWER AND STREETS

FOR

DEL WEBB AT CHASKA 2ND ADDITION

CHASKA, MN

Vicinity Map
(NOT TO SCALE)

PREPARED FOR:
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Fax (952) 937-5822 Minnetonka, MN 55343
Toll Free (888) 937-5150 westwoodps.com
Westwood Professional Services, Inc.

PROJECT NUMBER: 0015521.02
CONTACT: RYAN M. BLUHM

NO.	DATE	REVISION	SHEETS
1	01/04/22	City Comments Revision	ALL
2	01/13/22	ADDED GRADING SHEETS - FOR REFERENCE	ALL
3	02/10/22	CITY COMMENTS REVISION	ALL
4	03/09/22	CITY COMMENTS	ALL

CONSTRUCTION PLANS
FOR
SANITARY SEWER, WATERMAIN,
STORM SEWER AND STREETS
FOR
DEL WEBB AT CHASKA 2ND ADDITION
CHASKA, MN

INITIAL SUBMITTAL DATE: 11/08/21 SHEET: 1 OF 39

REQUEST FOR ACTION
CHASKA CITY COUNCIL
2/5/2024

Subject: **2024 Police Officer and Sergeant Union Contracts**

Prepared By: Matt Podhradsky, City Administrator

The City of Chaska's Patrol and Investigative Officers (Law Enforcement Labor Services Local 210) and Sergeants (Law Enforcement Labor Services Local 210) bargaining units representing approximately 34 of our 170 employees.

With our last contract having expired at the end of 2023, we have been meeting over the last several months with representatives of each of these bargaining units to negotiate the next contract, with the following objectives being utilized to help drive this process:

A. Maintain a competitive wage scale for members of the bargaining units in comparison to other metro communities between 25,000- 35,000 residents
B. Recognize that a significant concern of employees is the potential for continued escalation of insurance costs, and that the City's contribution towards the employee benefits package should be comparable to other similar Metro Communities.
C. Recognize that employees in the City of Chaska are dedicated to the City and very productive public servants.
D. Recognize that one of our Organizational Values is a "Commitment to our Employees".
E. Recognize that the City's financial resources are limited.

The city is seeking a 2 year contract (2024 – 2025), as this creates stability for the City and our Union employees, and because it creates predictability in budgeting on an annual basis.

<u>Proposed Contract Changes for 2024-2025</u>
As you will see below, I have listed out any of the changes that are being proposed as part of the 2024-2025 contract by bargaining unit, as well as addressing some smaller compensation items within each of the contracts themselves.

For each of the contracts, the main item of discussion was both what the percentage change in wage increases would be, and what the City would provide for any changes in our Employer Contribution towards the employees' benefit costs.

Patrol and Investigative Officers and Sergeants will have a 3% COLA increase on 1/1/2024 and 3% COLA increase on 1/1/2025. The Patrol and Investigative unit will also have 4% market adjustment for those members in the 36 month base wage step to remain competitive with market cities.

As for Contributions to our Employees' benefit costs, we are recommending a 6% increase to address the increase in benefit costs as budgeted.

Besides the main items of wages and benefits, below are other specific changes being recommended in the Police Officer and Sergeant union contracts:

LELS Patrol/Sergeant:

- **Uniform Allowances:** Increased by 3%
- **Health Care Savings Plan:** Increasing the City contribution from 0.5% to 1% annually
- **Shift Differential:** Agree to $1.00 per hour shift differential, an increase from the previous $0.75 per hour
- **Lateral transfers and longevity pay:** After completion of the probationary period, a peace officer will be eligible for longevity pay based on their years of service at a similar agency as determined by the Police Chief. This pay will go into effect on 1/1/2025 (due to budgetary restrictions) and will apply to lateral peace officers hired after 1/1/2019. Regardless of experience, peace officers will be place at the four year step
- **Sergeants Supervisor Monthly On Call:** increased to 30 hours per month which is 1 hour per day while on call
- **Holiday:** Added Juneteenth per state statute
- **Emergency Sick and Safe Time:** Added language stating employer will follow the MN Statute

Attached to this staff report is a draft of each of the Union Contracts. Staff is recommending adoption of each of these contracts, which would officially go into place as of January 1, 2024.

CITY COUNCIL ACTION REQUESTED

Motion to approved employment contracts for the 2024-2025 period between the City of Chaska and LELS Local 210, LELS Local 447 and LELS Local 385, with these agreements becoming effective January 1, 2024.

LABOR AGREEMENT

BETWEEN

THE CITY OF CHASKA

AND

LAW ENFORCEMENT LABOR SERVICES, INC.

LOCAL #210

January 1, 2024 through December 31, 2025

Table of Contents

ARTICLE 1 - PURPOSE OF AGREEMENT

This AGREEMENT is entered into between the City of Chaska hereinafter called the EMPLOYER, and LAW ENFORCEMENT LABOR SERVICES, INC., hereinafter called the UNION.

It is the intent and purpose of this AGREEMENT to:

1.1 Assure sound and mutually beneficial working and economical relationships between the parties hereto;

1.2 Establish procedures for the resolution of disputes concerning this AGREEMENT'S interpretation and/or application; and

1.3 Place in written form the parties' agreement upon terms and conditions of employment for the duration of this AGREEMENT.

The EMPLOYER and the UNION, through this AGREEMENT, shall continue their dedication to the highest quality police service and protection to the residents of the City of Chaska. Both parties recognize this AGREEMENT as a pledge of this dedication.

ARTICLE 2 - RECOGNITION

2.1 The EMPLOYER recognizes the UNION as the exclusive representative, under Minn. State. 179A.03, Subd. 8, for all personnel in the following job classifications:

Peace Officer

2.2 In the event the EMPLOYER and the UNION are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE 3 - DEFINITIONS

3.1 UNION: LAW ENFORCEMENT LABOR SERVICES, INC., (Local #210)

3.2 UNION MEMBER: a member of LAW ENFORCEMENT LABOR SERVICES, INC., (Union Local #210).

3.3 EMPLOYEE: A member of the exclusively recognized bargaining unit.

3.4 DEPARTMENT: The Chaska Police Department.

3.5 EMPLOYER: The City of Chaska.

3.6 UNION OFFICER/STEWARD: Officer elected or appointed by LAW ENFORCEMENT LABOR SERVICES, INC., (Local #210).

3.7 CHIEF: The Chief of the City of Chaska Police Department.

3.8 WORK WEEK: The workweek shall average forty (40) hours, making a normal work year of 2,080 hours.

3.9 OVERTIME: Work performed at the express authorization of the EMPLOYER in excess of the peace officers scheduled work shift.

3.10 SENIORITY: Length of continuous service with the employer.

3.11 SCHEDULED SHIFT: A consecutive work period including rest breaks and a lunch break.

3.12 LUNCH BREAK: A paid thirty (30) minute period during the scheduled hours/normal shift.

3.13 REST BREAK: Two paid fifteen (15) minute periods during the scheduled hours/normal shift.

3.14 PEACE OFFICER: Is any Peace Officer who is subject to MN Post licensure employed by the City of Chaska.

3.15 BASE PAY RATE: The Peace Officer's monthly base wage exclusive of longevity pay, differential pay, or any other special allowance.

ARTICLE 4 - EMPLOYER SECURITY

The UNION agrees that during the life of this AGREEMENT it will not cause, encourage, participate in or support any strike, slow-down or other interruption of or interference with the normal functions of the EMPLOYER.

ARTICLE 5 - EMPLOYER AUTHORITY

5.1 The EMPLOYER retains the sole right to operate and manage all manpower, facilities and equipment in accordance with applicable laws and regulations of appropriate authorities.

5.2 Any term and condition of employment not specifically established or modified by this AGREEMENT shall remain solely within the discretion of the EMPLOYER to modify, establish, or eliminate.

ARTICLE 6 - UNION SECURITY

6.1 The EMPLOYER shall deduct from the wages of peace officers who authorize such a deduction in writing, an amount necessary to cover monthly UNION DUES. Such monies shall be remitted as directed by the UNION.

6.2 The UNION may designate peace officers (employees) from the bargaining unit to act as a steward and an alternate or co-steward and shall inform the EMPLOYER in writing of such choice and changes in the position of steward and/or alternate. The steward/or co-steward shall receive overtime, at time and a half, when attending contract negotiation meetings when off-duty, and when they will meet their overall scheduled hours for that week.

6.3 The EMPLOYER shall make space available on the employee bulletin board, use of internal Email and telephone, for posting union notices and announcements which are non-partisan, and anti-inflammatory communications.

6.4 The UNION agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits, orders, or judgments brought or issued against the EMPLOYER as a result of any action taken or not taken by the EMPLOYER under the provisions of this Article.

ARTICLE 7 – PEACE OFFICER RIGHTS - GRIEVANCE PROCEDURE

7.1 DEFINITION OF A GRIEVANCE
A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this AGREEMENT.

7.2 UNION REPRESENTATIVES
The EMPLOYER will recognize representatives designated by the UNION as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The UNION shall notify the EMPLOYER in writing of the names of such UNION REPRESENTATIVES and of their successors when so designated as provided by 6.2 of this AGREEMENT.

7.3 PROCESSING OF A GRIEVANCE
It is recognized and accepted by the UNION and the EMPLOYER that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the PEACE OFFICER and shall therefore, be accomplished during normal working hours only when consistent with such PEACE OFFICER duties and responsibilities. The aggrieved PEACE OFFICER and the UNION REPRESENTATIVE shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the EMPLOYER during normal working hours provided that the PEACE OFFICER and the UNION REPRESENTATIVE have notified and received the approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work of the EMPLOYER.

7.4 PROCEDURE
Grievances, as defined by Article 7.1, shall be resolved in conformance with the following procedure:

Step 1. A PEACE OFFICER claiming a violation concerning the interpretation or application of this AGREEMENT shall, within twenty-one (21) calendar days after such alleged violation has occurred, present such grievance to the PEACE OFFICER'S supervisor as designated by the EMPLOYER. The EMPLOYER designated representative will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the AGREEMENT allegedly violated, and the remedy requested, and shall be appealed to Step 2 within ten (10) calendar days after the EMPLOYER designated representative's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the UNION within ten (10) calendar days will be considered waived.

Step 2. If appealed, the written grievance shall be presented by the UNION and discussed with the EMPLOYER designated Step 2 representative. The EMPLOYER designated representative shall give the UNION the EMPLOYERS Step 2 answer in writing within ten (10) calendar days after receipt of such step 2 grievance. A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the EMPLOYER designated representative's final Step 2 answer. Any grievance not appealed in writing to Step 3 by the UNION within ten (10) calendar days shall be considered waived.

Step 3. If appealed, the written grievance shall be presented by the UNION and discussed with the EMPLOYER designated Step 3 representative. The EMPLOYER designated representative shall give the UNION the EMPLOYERS answer in writing within ten (10) calendar days after receipt of such Step 3 grievance. A grievance not resolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the EMPLOYER designated representative's final answer in Step 3. Any grievance not appealed in writing to Step 4 by the UNION within ten (10) calendar days shall be considered waived.

Step 3a. If a grievance is not resolved at Step 3 of the grievance procedure, the parties, by mutual agreement, may submit the matter to mediation with the Bureau of Mediation Services. Submitting the grievance to mediation preserves timelines for Step 4 of the grievance procedure. Any grievance not appealed in writing to Step 4 by the UNION within ten (10) calendar days of mediation shall be considered waived.

Step 4. A grievance unresolved in Step 3 or Step 3a and appealed to Step 4 by the UNION shall be submitted to arbitration subject to the provisions of the Public Employment Labor Relations Act of 1971, as amended. The selection of an arbitrator shall be made in accordance with the "Rules Governing the Arbitration of Grievances," as established by the Bureau of Mediation Services.

7.5 ARBITRATORS AUTHORITY

A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this AGREEMENT. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the EMPLOYER and The UNION, and shall have no authority to make a decision on any issue not so submitted.

B. The arbitrator will be without power to make decisions contrary to, or inconsistent with, or modifying, or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the EMPLOYER and the UNION and will be based solely on the arbitrator's interpretation or application of the express terms of this AGREEMENT and to the facts of the grievance presented.

C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the EMPLOYER and the UNION, provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost will be shared equally.

7.6 WAIVER

If a grievance is not presented within the time limits set forth it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the EMPLOYERS last answer. If the EMPLOYER does not answer a grievance or an appeal thereof within the specified time limits, the UNION may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual agreement of the EMPLOYER and the UNION in each step.

7.7 CHOICE OF REMEDY

If, as a result of the written EMPLOYER response in Step 3, the grievance remains unresolved, and if the grievance involves the suspension, demotion, or discharge of a peace officer who has completed the required probationary period, the grievance may be appealed to Step 4 of Article VII or a procedure such as Civil Service, Veteran's Preference, or Fair Employment. If appealed to any procedure other than Step 4 of Article VII, the grievance is not subject to the arbitration procedure as provided in Step 4 of Article VII. The aggrieved employee shall indicate in writing which procedure is to be utilized - Step 4 of Article VII, or another appeal procedure, and shall sign a statement to the effect that the choice of any other hearing precludes the aggrieved employee from making a subsequent appeal through Step 4 of Article VII.

Except that with respect to statutes under the jurisdiction of the United States Equal Employment Opportunity Commission, an employee pursuing a statutory remedy is not precluded from also pursuing an appeal under this grievance procedure.

ARTICLE 8 - SAVINGS CLAUSE

This AGREEMENT is subject to the laws of the United States, the State of Minnesota, and the City of Chaska. In the event any provision of this AGREEMENT shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions of this AGREEMENT shall continue in full force and effect. The voided provision may be renegotiated at the written request of either party.

ARTICLE 9 - SENIORITY

9.1 Seniority will be determined by the peace officer's length of continuous employment with the Police Department and posted in an appropriate location. Seniority rosters may be determined by the Chief on the basis of time in grade and time within specific classifications.

9.2 A reduction of work force will be accomplished on the basis of seniority. Peace officers shall be recalled from layoff on the basis of seniority. A peace officer (employee) on layoff shall have an opportunity to return to work within two years of the time of his/her layoff before any new employee is hired.

9.3 Vacation periods shall be selected on the basis of seniority until March 15 of each calendar year. Requests of more senior employees must only be sought in the same assignment. Example of assignment is patrol division, investigations, administration, etc. that could affect the specific scheduling of that assignment. Senior peace officers (employees) have a ten (10) daytime limit from the date of vacation request to respond back to the requesting peace officer. No response back after the ten (10) daytime line automatically grants permission to a less senior peace officer.

9.4 Seniority shall prevail. Senior qualified peace officers shall have first preference on the job.

9.5 Peace officers based on seniority shall be given shift assignment preference after 18 months of continuous full-time employment with the City of Chaska.

Shift bidding notice will be posted annually.

Shift preference will be submitted to the Employer no later than October 1 of the current year for the next calendar year. The Employer will not assign/reassign a peace officer to work a patrol shift other than the shift assigned through the bid process for the duration of the bid period unless agreed to by the peace officer and/or exigencies apply relating to department need.

If a new schedule or modified permanent shift time(s) occur or is established by the Employer peace officers shall be permitted to bid/re-bid all shifts based upon seniority at the time of that particular event. If a bid/re-bid process occurs the duration shall be chosen by the Employer. This duration shall be no less than fourteen calendar days.

Any personnel changes occurring after a finalized shift bid, to include, but not limited to; peace officer resignation, re-assignment, injury, or illness, and/or new positions, shall not automatically prompt a re-bid. Each individual circumstance will be evaluated by the Employer to seek a remedy that balances the police department and peace officer needs in order to fill that particular personnel change. If a shift re-bid shall occur in these instances, it shall only involve peace officers that have less seniority than the peace officer in question.

"Finalized" is defined as once the current seniority shift bid has been submitted to the Employer.

Peace officers may through their own mutual agreement and with the approval of the Employer exchange shift preference(s). Employer's approval shall not be unreasonably withheld or delayed.

ARTICLE 10 - DISCIPLINE

10.1 The EMPLOYER will discipline PEACE OFFICERS for just cause only. Discipline will be in the form of:

a. oral reprimand;
b. written reprimand;
c. suspension;
d. demotion; or
e. discharge.

10.2 Suspensions, demotions, and discharges will be in written form.

10.3 Written reprimands, notices of suspension, and notices of discharge which are to become part of a peace officers personnel file shall be read and acknowledged by signature of the peace officer prior to placement in personnel file. Peace officers and the UNION will receive a copy of such reprimands and/or notices at the time of discipline. Peace Officers shall also be notified of any other document(s) which are added to or part of the peace officer's personnel file. In the event that a peace officer discovers that any such notice was placed in his/her personnel file without their knowledge, the formal grievance process may be applied based upon the time of discovery. Peace officers shall also be notified of any document removed from their personnel file.

10.4 Peace officers may examine their own individual personnel files at reasonable times under the direct supervision of the EMPLOYER.

10.5 Discharges will be preceded by a five (5) day suspension without pay.

10.6 A peace officer will not be questioned concerning an investigation of disciplinary action unless the peace officer has been given an opportunity to have a UNION representative present at such questioning, as defined in the Peace Officer Discipline Procedures Act- Minnesota State Statute 626.89. The EMPLOYER and UNION will coordinate to ensure the process moves in a timely manner.

10.7 Grievances relating to this Article shall be initiated by the UNION in Step 3 of the grievance procedure under Article VII.

ARTICLE 11 - CONSTITUTIONAL PROTECTION

A peace officer shall have the right granted to all citizens by the United States and Minnesota State Constitutions.

ARTICLE 12 - HOURS OF WORK

12.1 The normal work year is two thousand eighty (2,080) hours to be accounted for by each peace officer through:

a) hours worked on assigned shifts;
b) holidays;
c) assigned training, and
d) authorized leave time.

12.2 Holiday pay is to be calculated based on the peace officer's actual length of assigned shift. Authorized leave time is to be calculated based on the peace officer's actual length of assigned shift. A peace officer that works on a holiday shall receive the actual length of their assigned shift for the holiday hours worked.

12.3 Nothing contained in this Article shall be interpreted to be a guarantee of a minimum or maximum number of hours the EMPLOYER may assign peace officers.

12.4 A peace officer shall be granted 30-minute paid lunch during his/her normal shift. The peace officer remains on continual duty. Break time allowance is part of the normal annual average workweek of forty hours. The Employer may require that the lunch be taken at the work site.

12.5 A peace officer assigned to work a 12-hour work shift will have an average of four (4) hours per payroll cycle over their 2080 schedule resulting in a total overage of 104 hours annually.

12.6 The Employer and Union will meet and confer regarding the start and end times for the 12-hour work schedule and days on and off in the event that any changes are proposed.

ARTICLE 13 - OVERTIME

13.1 Peace officers will be compensated at one and one-half (1-1/2) times the peace officer's current hourly rate for hours worked in excess of the peace officer's regularly scheduled shift. Changes of shifts do not qualify a peace officer for overtime under this Article.

13.2 All continuously assigned work by a peace officer after fourteen (14) hours is double time. If a peace officer voluntarily signs up for a posted overtime work shift or overtime detail, which extends the peace officers assigned work shift, this benefit does not apply. A peace officer who is asked, mandated, or required to stay or extend their work shift or an overtime detail will be paid double time after fourteen (14) hours of work. A peace officer that has Court assigned before or after their work shift is not eligible for this benefit.

13.3 Overtime hours worked shall be paid either in the form of salary during the pay period in which they are earned or as compensatory time off. Final determination of form of payment shall be the City's responsibility. Determination of salary or comp will be determined on a case-by-case basis. A maximum of eighty (80) hours of compensatory time may be carried over from year to year. Approval must be granted by the Chief of Police in advance of compensatory time off. A peace officer may cash out their compensatory time throughout the year. Any compensatory overage will automatically be paid out on the last pay date in December of each year.

13.4 Overtime will be distributed as equally as practicable.

13.5 Overtime refused by peace officers will for record purposes under Article 13.3 be considered as unpaid overtime worked.

13.6 For the purpose of computing overtime compensation, overtime hours worked will not be pyramided, compounded, or paid twice for the same hours worked.

13.7 Overtime will be calculated to the nearest fifteen (15) minutes.

ARTICLE 14 - COURT TIME

14.1 A peace officer who is required to appear in Court during his/her scheduled off duty time and/or day off, shall receive a minimum of three (3) hours pay at one and one-half (1-1/2) times the peace officer's current hourly rate or three (3) hours minimum compensatory time at one and one-half (1-1/2) times the peace officer's current hourly rate at the peace officer's discretion. An extension or early report to a regularly scheduled shift for Court appearance does not qualify the peace officer for the three (3) hour minimum.

14.2 A peace officer who is scheduled for Court during his/her off duty time shall check the Carver County Attorney's website after 4:30 PM the day prior to confirm if their Court case is still listed. If the peace officer is not cancelled by email, phone, or on the website prior to 4:30 PM the business day prior, he/she shall receive two (2) hours of pay at the peace officer's current hourly pay. An extension or early report to a regularly scheduled shift for Court appearance does not qualify the peace officer for the two (2) hour minimum.

14.3 In the event a peace officer is subpoenaed to testify in a private party litigation in a capacity other than that of an expert witness regarding an incident that has occurred within the scope of employment for the City of Chaska involving facts which the peace officer came to know while on duty as a peace officer, then the peace officer shall receive Court time pay from the Employer in accordance with the requirements as set forth in Article XIV. The peace officer shall not be required to take vacation, PPL or compensatory time if the appearance occurs during their work shift.

14.4 A peace officer formerly employed by the Chaska Police Department shall be paid their last earned hourly wage for any Court time performed.

ARTICLE 15 - CALL BACK TIME

A peace officer, who is called to duty during his/her scheduled off-duty time, shall receive a minimum of three (3) hours pay at one and one-half (1-1/2) times the peace officer's current hourly rate.

A peace officer required by the EMPLOYER who is called to duty during his/her scheduled off-duty time with less than twelve (12) hours between the peace officer's work shifts, will receive double time at the peace officer's current hourly rate for all hours worked. This would include the peace officer's last scheduled work shift for the week.

A shift extension does not qualify a peace officer for double time pay unless as stated in Article 13.2. The on-call investigator/detective is not eligible for double time compensation unless stated in Article 13.2. A peace officer voluntarily accepting additional work shifts or contract overtime is not eligible for double time compensation unless stated in Article 18. In these described circumstances, overtime compensation is at one and one-half (1-1/2) times the peace officer's current hourly pay.

An extension or early report to a regularly scheduled work shift does not qualify the peace officer for the three (3) hours minimum.

ARTICLE 16 – VACATION/PAID PERSONAL LEAVE (PPL)

16.1 Vacation is earned and granted according to the following schedule:

Years of Service:	Hours earned per month:
Start 0 through 5 years	6.67 hours (80 hours annual)
6 through 10 years	10 hours (120 hours annual)
11 years	12 hours (144 hours annual)
12 years	12.67 hours (152 hours annual)
13 years	13.33 hours (160 hours annual)
14 years	14 hours (168 hours annual)
15 years	14.67 hours (176 hours annual)
20 years	16.67 hours (200 hours annual)

16.2 A peace officer may not accumulate vacation leave in an amount greater than one and one-half (1-1/2) times the amount which the peace officer earns in one year, without the employer's written approval.

16.3 All existing peace officers are eligible to choose to be on the Paid Personal Leave (PPL) plan on an annual basis. Once this decision has been made, the peace officer may not choose to go back on the vacation/sick time program. A peace officer will not be forced to go to PPL plan unless the peace officer has been hired after January 1, 2010.

16.4 PPL is earned and granted according to the following schedule:

Years of Service	Annual Accrued Personal Leave/ Hours Per Month
Start through completion of year 5	18 days (144 hours) 12 hours
Year 6 through completion of year 10	22 days (176 hours) 14.66 hours
Year 11	23 days (184 hours) 15.33 hours
Year 12	24 days (192 hours) 16 hours
Year 13	25 days (200 hours) 16.66 hours
Year 14	26 days (208 hours) 17.33 hours
Year 15	27 days (216 hours) 18 hours
Year 16	28 days (224 hours) 18.66 hours
Year 17	29 days (232 hours) 19.33 hours
Year 18	30 days (240 hours) 20 hours
Year 19 or more	31 days (248 hours) 20.66 hours

16.5 Peace officers choosing to convert over to the Personal Leave Plan shall have their existing banked vacation leave converted to personal leave on a 1:1 basis and will be able to keep their sick leave bank available for future use, as defined by the Personal Leave Plan and Salary Continuation Plan. Peace officers at no time may accumulate personal leave to exceed two times the annual rate at which the Peace Officer earns personal leave.

16.6 Personal Leave Plan and vacation periods shall be selected on the basis of seniority until March 15, of each calendar year as stated in Article 9.3.

16.7 PPL time may be used in 15-minute increments.

16.8 For the purpose of PPL the definition of good standing means that the peace officer must give a minimum two-week (10 working days) notice unless a mutual agreement has been made between the peace officer and Employer to end employment earlier or the peace officer ends employment due to an injury/disability.

16.9 A peace officer under the PPL plan requesting leave under FMLA may use up to fifteen (15) days of accrued sick leave in accordance with Article 24. This is supplemental to the benefits in the Personal Leave Plan and Salary Continuation Plan.

16.10 All peace officers under the PPL plan will be governed by the *City of Chaska Personal Leave Plan and Salary Continuation Plan* (See Addendum A – Personal Leave Plan and Salary Continuation Plan) unless stated in this Labor Agreement. All peace officers continuing under the vacation/sick time program will continue to be governed by the language of this Labor Agreement in Article 16, Article 17, Article 19, and Article 24 unless stated.

16.11 Annually, peace officers may designate up to 50 PPL hours to fund their 457 Deferred Compensation Plan, Health Savings Account, or their paycheck consistent with IRS guidelines. This will be paid out at the peace officer's current hourly rate as taxable income.

16.12 The Employer shall follow Minnesota State Statute 181.9445, 181.9446, 181.9447, and 181.9448.

ARTICLE 17 - SICK LEAVE

17.1 A peace officer shall accumulate one day sick leave per month.

17.2 The Employer shall follow Minnesota State Statute 181.9445, 181.9446, 181.9447, and 181.9448.

17.3 Sick leave usage shall not be subject to approval and verification by the Employer.

ARTICLE 18 - HOLIDAYS

18.1 The EMPLOYER shall recognize ten (11) paid holidays plus two (2) floating holidays as specified below:

New Year's Day	January 1
Martin Luther King Day	Third Monday of January
President's Day	Third Monday of February (Lincoln's and Washington's Birthday)
Memorial Day	Last Monday in May
Juneteenth	June 19th
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Friday after Thanksgiving Day
Christmas Day	December 25

In the event that the State of Minnesota adopts any new holidays, the city agrees to recognize and adopt said holiday as an observed holiday.

18.2 Holiday leave shall be advanced to the Peace Officer on January 1st of each calendar year. The holiday leave shall be placed in a holiday leave bank and calculated based on the Peace Officer's assigned work shift and/or assignment (In accordance with article 12.2).

Peace officers will receive a holiday bank of hours on January 1 of each calendar year based on the peace officers assigned work shift and/or assignment:

- A peace officer on an eight (8) hour work shift shall receive 104 hours of holiday leave with the ability to carry over 32 hours.
- A peace officer on a ten (10) hour work shift shall receive 130 hours of holiday leave with the ability to carry over 36 hours.
- A peace officer on a twelve (12) hour work shift shall receive 156 hours of holiday leave with the ability to carry over 40 hours.

Peace officers beginning employment after January 1st of a calendar year shall receive holiday leave beginning on the first full pay period in which they are employed. Such peace officers shall receive an advance of holiday leave based on their assigned work shift length multiplied by the number of holidays left through December 31 of the calendar year in which they were first employed.

18.3 In the event that a peace officer's work assignment and/or shift length changes during the calendar year, the peace officer's holiday leave bank shall be adjusted (increased or decreased) based on the remaining holidays left in the calendar year their new assigned work shift length. The adjustment shall be applied beginning on the first full pay period of the new assignment and/or assigned work shift.

18.4 A peace officer who works on any of the abovementioned holidays (as listed in 18.1) shall be compensated at the rate of double time for all hours worked on the actual holiday. This time may be taken as pay or compensatory time at the peace officer's discretion at their hourly rate.

18.5 Any Holiday overage will be automatically paid out on the last pay date in December of each calendar year at the peace officers' hourly rate at straight time. Probationary employees upon separation of employment shall only be paid out the hours of holiday leave based on their assigned work shift length multiplied by the number of holidays that occurred during the calendar year of their probationary period.

18.6 A peace officer on a fixed Monday to Friday schedule, if any of the aforementioned holidays falls on a Sunday, then Monday is the official holiday, and if any falls on a Saturday, then Friday will be the official holiday.

18.7 A peace officer that works anytime on Christmas Eve or New Year's Eve shall receive four (4) hours of vacation/PPL time toward their vacation/PPL bank. A peace officer on a fixed Monday to Friday schedule that leaves at early close time shall not receive this additional benefit, but will not be charged vacation, PPL, or compensatory time for the time period that City Hall is closed. A peace officer on a fixed Monday to Friday schedule that works their entire normal assigned work shift on the Christmas Eve or New Year's Eve observed day shall receive four (4) hours of vacation/PPL time toward their vacation/PPL bank. A peace officer who is on a regular or scheduled day off is not eligible for this benefit.

18.8 A peace officer shall be compensated at the peace officer's current hourly rate one (1) hour of additional pay per work shift at straight time or compensatory time at the peace officer's discretion when he/she works their entire assigned work shift on the Friday and/or Saturday of Bonspiel Community Event, Friday and/or Saturday of River City Days, the Saturday and/or Sunday of Labor Day and Memorial Day weekends. A peace officer on overtime does not qualify for the one (1) hour of additional pay.

ARTICLE 19 – BEREAVEMENT LEAVE

A peace officer shall receive three (3) days to attend funerals of members of the peace officer's immediate family defined as: spouse, children, stepchildren, mother, father, brother, step brother, sister, step sister, grandchildren, grandparent, and step-grandparents of either the peace officer or peace officer's spouse. Up to two (2) days shall be granted for the death of great-grandparents, aunt, uncle, nieces, and nephews or if the peace officer is asked to perform the service of pallbearer. Funeral leave is per occurrence. Funeral leave is a separate bank and is not removed from the peace officer's sick leave, vacation time, compensatory time, or floating holiday time. Any additional time or other funerals is to be taken off from PPL time, vacation time, compensatory time, floating holiday time, or without pay.

ARTICLE 20 - SEVERANCE PAY

20.1 For peace officers hired prior to January 1, 1986 the EMPLOYER shall pay one-third (1/3) of the accumulated sick leave (up to a maximum of 30 days) upon severance of employment with the City after five (5) years of continuous employment. For all peace officers the City will pay 100% of the accumulated unused vacation or PPL time. However, a peace officer who voluntarily terminates his employment must notify the City at least two weeks ahead of termination date or the peace officer will forfeit the above severance pay. No severance pay will be given any peace officer who is discharged from his position because of disciplinary reasons by the EMPLOYER.

20.2 Peace Officers eligible for severance pay may elect in lieu of severance pay as provided in Article 20.1, to have the employer use 1/3 of the accumulated sick leave (up to a maximum of 30 days) for the retiree's group insurance premium, as long as funds are available, up to the retiree's 65th birthday.

20.3 Prior to last day of service, a peace officer in good standing will receive a letter from the Department stating that he/she left employment in good standing and stated length of service to the City with such letter signed by the Chief.

ARTICLE 21 - JURY DUTY

In the event a peace officer is called for jury duty, he/she will receive full salary while on jury duty if his/her jury duty fee less expenses is turned over to the City Treasurer.

ARTICLE 22 – TRAINING

22.1 TRAINING: Is defined as continuing education for peace officers, which is necessary to promote and ensure professional competence.

22.2 For all off duty police explorer functions, extra duty assignments, mandatory or non-mandatory department meetings in person and/or virtual as well as any training for peace officers who are off duty will be paid at one and one half (1-½) times, for a minimum of one (1) hour at the peace officer's current hourly rate of pay. This may be taken as pay or as compensatory time at the peace officer's discretion. Billable (contract work) hours paid through the Employer must be taken as pay.

If the peace officer attends a training opportunity that enhances or benefits job performance when the peace officer is not on duty and the professional training opportunity exceeds 16 hours, the Employer may seek a flexible schedule with the peace officer. In these cases, the peace officer's duty schedule may be adjusted to enable the attendance at the training opportunity at the peace officer's normal hourly compensation rate. The Employer will make efforts to adjust hours in a mutually agreed upon manner when necessary.

22.3 A peace officer shall be compensated one (1) hour of additional pay at the peace officer's current hourly rate at straight time or compensatory time at the peace officer's discretion when he/she is assigned to work Junior Police Academy, Police Explorers, Citizen Academy or assigned to a Civilian Ride-Along during the peace officer's assigned work shift.

22.4 Peace officers on the 12-hour schedule assigned as a Field Training Officer (FTO) shall be compensated three (3) hours of additional pay at the peace officer's current hourly rate at straight time or compensatory time at the peace officer's discretion for each shift assigned to work as a field training officer with a trainee.

22.5 A peace officer not on a 12-hour work shift shall be compensated two (2) hours of additional pay at the peace officer's current hourly rate at straight time or compensatory time at the peace officer's discretion for each shift or partial shift the peace officer is assigned to work as a Field Training Officer with a trainee, Community Service Officer or a CERT member, which includes initial training such as Firearms, Taser, and Use of Force with a trainee.

22.6 Peace officers that are on a regular scheduled day off who attend mandatory training shall be paid for group breaks during the training and are eligible to submit per diem requests for meals not provided during the training. The meal reimbursement only applies to training outside of the City of Chaska and does not apply to any meals provided by the training. To be eligible for meal reimbursement requests, the training must be five (5) hours or longer.

22.7 Mandatory training is annual mandated specific training by the Minnesota Post Board or training determined to be mandatory that is assigned by the Chief of Police, a Chaska Police Supervisor, or a Department Training Instructor.

22.8 SCHEDULED SHIFT REPLACEMENT: A peace officer who attends a training that replaces their regular scheduled normal shift, shall be compensated as stated in Article 12 (HOURS OF WORK-normal shift) and shall receive a paid mealtime and shall receive a paid meal at the standard CONUS per diem rate. The meal reimbursement only applies to training outside of the City of Chaska and does not apply if the training provides any meals.

22.9 If a peace officer attends a training during their assigned 12-hour work shift and the training is at least eight (8) hours or longer it shall be credited with working their entire assigned work shift.

22.10 MEALS

When a peace officer must stay overnight while traveling on official city business and/or to attend professional training or conferences they are authorized compensation for meals and incidental expenses at the standard CONUS per diem rate. The current rate can be found at www.gsa.gov/travel/plan-book/per-diem-rates. This rate may change from year to year. If a peace officer travels to an out-of-state destination where the standard CONUS per diem rate for M&IE is higher than the standard rate, a peace officer may submit documentation with the expense claim requesting reimbursement at the higher rate. Otherwise, expenses exceeding the authorized standard per diem rate are the personal responsibility of the peace officer.

On the first and last day of travel peace officers will be reimbursed using the GSA partial day rate for first/last day of travel. If a full day of training occurs on a travel day, the total meals and incidentals per diem rate is reimbursed.
When meals are included as part of a conference, seminar or registration fee, or provided by or paid for by third parties, peace officers must deduct those meals from the per diem reimbursement.

Lodging is not included in per diems. Peace officers should make arrangements at the preferred conference hotels when possible. Peace officer may use a p-card for lodging or can request reimbursement with an original receipt.

When a peace officer is traveling on official city business and/or to attend professional training or conferences and an overnight stay is not required, peace officers are still authorized compensation for meals but at the standard CONUS per diem rate per meal. The current rate can be found at www.gsa.gov/travel/plan-book/per-diem-rates. This rate may change from year to year.

Peace officers on official city business attending professional training or conferences that do not require an overnight stay shall receive a per diem allowance for the following meals (if not provided during the training or conference):

- Breakfast (if travel to the conference/training and/or the conference/training occurs prior to 7:00 a.m.)
- Lunch (if travel or the conference/training occurs during lunch)
- Dinner (if travel from the conference and/or the conference/training occurs after 6:00 p.m.)
  - The City of Chaska will pay the per diem rate per meal based on the Federal Per Diem authorized for the travel location. The meal rate breakdown can be found at http://www.gsa.gov/portal/content/101518. The per diem will be included in the employee's gross income and the appropriate taxes will be withheld if overnight travel is not required.

Peace officers are responsible for submitting Expense Claims to finance within fifteen (15) business days of return. Although it is no longer necessary to submit receipts for meals and incidental expenses, all other claims must have appropriate documentation.

Per diem benefits are paid consistent with IRS guidelines through regular payroll.

22.9 TRAVEL

DEFINITION: Travel time will be the actual time taken to travel by vehicle from the Chaska Police Department to the training location and back to the Chaska Police Department.

Peace officers attending any training will receive straight time for travel time as defined by 22.7. Peace officers will not receive travel time for any training occurring in the City of Chaska and/or training within 15 minutes of the Chaska Police Department. Peace officers attending scheduled shift replacement training will not be paid for travel time unless it exceeds the time of their normal work shift.

AIR TRAVEL: Any air travel time shall include: travel time to and from the airport from the Chaska Police Department; terminal and airtime; and travel time to the end destination. A peace officer shall receive straight time for air travel time. Air travel scheduled on a peace officer's normal work shift shall be considered a normal work shift.

Peace officers are responsible for submitting Expense Claims for travel to finance within fifteen (15) business days of return. All claims must have appropriate documentation (lodging/airfare receipts, mileage reimbursement log or map, etc.). When air travel is necessary, the City will reimburse at the rate charged for coach/economy class along with the cost for one piece of luggage if the airline charges to check luggage. Travel expenses are paid as a check from the City consistent with IRS guidelines through Accounts Payable.

ARTICLE 23 - INJURED ON DUTY

23.1 Peace officers on an eight (8) hour work shift injured on duty will receive full pay for a maximum of 720 hours while unable to work due to such injury. Supplementary payments for the first 720 hours shall be paid by the employer. Supplementary payments from the City will be deducted from a peace officer's accumulated sick leave, PPL, or vacation only after the 720 hours have expired per injury. Peace officers on a ten (10) hour work shift injured on duty will receive full pay for a maximum of 900 hours while unable to work due to such injury. Supplementary payments for the first 900 hours shall be paid by the employer. Supplementary payments from the City will be deducted from a peace officer's accumulated sick leave, PPL, or vacation only after the 900 hours have expired per injury. Peace officers on a twelve (12) hour work shift injured on duty will receive full pay for a maximum of 1080 hours while unable to work due to such injury. Supplementary payments for the first 1080 hours shall be paid by the employer. Supplementary payments from the City will be deducted from a peace officer's accumulated sick leave, PPL, or vacation only after the 1080 hours have expired per injury.

23.2 Any compensation payable to the peace officer under Worker's Compensation insurance will be reported to the EMPLOYER. The EMPLOYER shall make supplementary payments to the peace officer to make up the difference between Worker's Compensation and the peace officer's normal rate of pay.

23.3 A peace officer who claims an absence from work due to an injury sustained on the job, shall provide if requested by the EMPLOYER, a statement from the peace officer's attending physician as to the nature of the injury.

23.4 The Employer may require a peace officer who is absent due to an injury while on duty, to undergo a medical evaluation, requested and paid for by the EMPLOYER.

23.5 As provided for through the City of Chaska's Worker's Compensation policy coverage, treatment for exposure and/or acquiring a communicable disease directly related to work-related activities, shall be considered a work-place injury, subject to all the benefits and peace officer requirements listed above in this section of the agreement.

ARTICLE 24 - FAMILY AND MEDICAL LEAVE ACT (FMLA)

A peace officer requesting leave under the (FMLA), shall at the peace officer's discretion, be able to take leave from any of the accrued leave time banks provided for by this contract. Accrued leave time shall include Vacation, Sick Leave, PPL, Compensatory Time, and Floating Holiday Time. The peace officer may request a leave of absence without pay, pursuant to the (FMLA), as well.

ARTICLE 25 - NEGOTIATION MEETINGS

The Steward, co-steward, or an authorized alternate, upon approval of the Department Head, may be absent from duty to attend negotiation meetings. For de minimis union activities, or when a union meeting is called, members shall be allowed to attend such meetings, subject to calls, where police services are required and shall not count against the peace officers' break time.

ARTICLE 26 - HEALTH AND WELFARE

26.1 Establishment of VEBA: Employer shall make available a VEBA Plan and Trust described in summary and attached hereto as VEBA Attachment #1, to all qualified bargaining unit members who exercise their option to enroll in the high deductible health insurance program offered in Section 4, Subdivision 2 of this Article. Employer and employees assent to and ratify the appointment of the trustee and plan administrator for the VEBA plan and Trust Identified in VEBA Attachment #1. It is intended that this arrangement constitute a voluntary employees' beneficiary association under Section 501 (c) (9) of the Internal Revenue Code. This plan year will begin on January 1, and end on December 31 of each year.

26.2. Benefits Provided through the VEBA

Employer shall provide the following welfare benefit arrangement through the VEBA Plan:

A health reimbursement arrangement for active employees

26.3 Payment of Administrative Fee

Administrative fees allocable to individual accounts of active employees who are active participants in the VEBA, and HSA Plans shall be paid by the employer. Administrative fees allocable to the individual accounts of former employees shall be paid from the VEBA account, and deducted from the total accrued amount of dollars that are allocated to that former employee in the VEBA account. If the VEBA Plan is terminated, or if Employee Contributions cease by agreement between the parties, administrative fees shall be paid from the VEBA account.

26.4 Employer Contributions to the Health Reimbursement Arrangement for Active Employees:

Subd. 1. Contributions to the Active Employees' Plan:

Employer will make an annual contribution to individual accounts under the health reimbursement arrangement for qualifying bargaining unit members in accordance with the following schedule:

$1,248 for each qualified employee who elects single coverage under the group health plan described in Subdivision 2; and

$2,496 for each qualified employee who elects family coverage under the group health plan described in Subdivision 2.

The contribution will be made in thirds, with the first contribution on January 1st, the second contribution on May 1st, and the third contribution on September 1st. The employer will contribute $416.00 to the individual account each period for those employees who elect single coverage, and $832.00 to the individual account each period for those employees who elect family coverage under the group health plan described in Subdivision 2. Dollars in individual accounts shall not be eligible to use until they have been accrued.

If a qualified bargaining unit member enters the VEBA Plan as a participant on a date after the first day of the VEBA Plan year, the Employer shall prorate the amount of the Employer Contribution to reflect the late entry. This prorated share of employer contribution shall be based on the number of months remaining in the plan year. Any employee entering the VEBA plan on a date other than the first day of that month, shall receive the entire employee contribution amount for the month in which they enter (i.e. an employee entering the VEBA plan anytime during the month of April would receive 9/12 of the total year employee contribution toward the individual's VEBA account).

All employer contributions on behalf of a VEBA Plan participant shall cease on the date the participant is no longer covered under the high deductible health plan in Subdivision 2 below, or on a date that the individual no longer in employed by the City of Chaska.

Subdivision 2. High Deductible Health Plan (VEBA):

Employer shall make available a high deductible health plan described in summary and attached hereto as Insurance Attachment #1, to all qualified bargaining unit members who elect to participate in said plan. With respect to qualifying bargaining unit members, in the 2024 benefit year, the Employer shall contribute an amount not to exceed $1,061 toward the monthly premium cost for single group health coverage, and $1,494 toward the monthly premium cost for family group health coverage.

Current employees choosing the High Deductible Medical plan will be able to utilize dollars in the individual VEBA account to pay for those medical services that are currently covered under the high deductible health plan described in summary and attached hereto as Insurance Attachment #1. After an individual leaves employment with the City of Chaska, that individual will be eligible to utilize the dollars accumulated in the individual's VEBA account to pay for any medical services covered under IRS Code 213 (d).

26.5 Alternative Group Health Plan (HSA)

Employer shall also make available the group health plan described in summary and attached hereto as Insurance Attachment #2, to employees who do not elect coverage provided for under the provision of the high deductible health plan described in Section 4, Subdivision 2. With respect to all qualified bargaining unit members, the Employer for 2024 shall contribute an amount not to exceed $1,165 toward the monthly premium cost for single group health coverage, and $1,702 toward the monthly premium cost for family group health coverage.

Qualified bargaining unit members who elect coverage under this Section 5 shall not be entitled to receive Employer Contributions to the VEBA Plan. If a participant changes coverage from a high deductible plan in Section 4, Subdivision 2, to the alternative group health plan in Section 5 above, all contributions on behalf of a VEBA Plan participant shall cease.

As one of the health insurance plans being offered, the employer is making available a Health Savings Account (HSA). Those choosing an HSA will receive the employer contribution laid out in section 26.5, with the employer covering the administrative costs of the HSA accounts.
All employees employed in a position in the appropriate unit shall, at a minimum, be enrolled in single coverage in one of the group health plans provided for under the provisions of this Article. In the event an eligible employee does not make a choice of plan coverage the Employer shall enroll the employee in the CORE medical benefit of the plan, which is the single-coverage VEBA high deductible medical plan.

26.6 EMPLOYER will permit permanently disabled or retired employees over 50 and under 67 years of age to participate in the City's group health, VEBA, and welfare insurance plan, provided the employee pays 100% of the monthly premium for plan chosen.

26.7 In addition to the City's contribution toward life insurance, employees shall be permitted to utilize a portion of cafeteria plan to purchase additional life insurance and other benefits.

26.8 The 2024 and 2025 employer contribution toward the employee's premium shall be negotiated on an annual basis.

26.9 Survivors Health Insurance Coverage: Shall be defined under Minnesota State Statute 299A.465 in the event of the death or injury of an active peace officer. Should a peace officer be killed in the line of duty while employed by the City, all vacation, PPL, and compensatory time on record shall be added to the last pay due to the peace officer.

26.10 The Minnesota Health Care Savings Plan (HCSP) is an employer-sponsored program that allows Chaska Peace Officers to save money, tax-free, to use upon separation of employment to pay for eligible health care expenses. HCSP is a tax-free account, which means contributions, and eligible reimbursements are not reportable on state or federal income tax returns.

This program will enrich the City of Chaska's benefit plan. The City of Chaska appreciates peace officers, who through long term service and dedication, contribute to making the city a successful and positive service provider. In recognition, the City acknowledges the following plan.

All eligible Chaska Peace Officers under this contract shall participate in the Minnesota Post Employment Health Care Savings Plan established under Minnesota State Statute, section 352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System's Trust and Plan Documents. All funds collected by the employer on the behalf of the peace officer will be deposited into the peace officer's post-employment health care savings plan account.

The Peace Officer and Employer contribution shall be per pay period based off the peace officer's monthly base wage (section 31.1) and shall be placed into the peace officers HCSP account.

1-4 Years of Completed Service:

Employer Contribution 1%   Peace Officer Contribution 1%

5-10 Years of Completed Service:

Employer Contribution 1%   Peace Officer Contribution 2%

11 years or more of Completed service:

Employer contribution 1%   Peace Officer contribution 3%

Peace officers with Paid Personal Leave (PPL) and/or Vacation shall contribute 50% of their accrued leave upon separation of employment/service into their health care savings plan account but no more than 200 hours.

ARTICLE 27 – UNIFORMS

The City of Chaska will provide required approved initial issue uniforms and equipment items to all new peace officers.

The City of Chaska will provide for all peace officers badges (including maintenance and repair), patches (police, badge, shoulder) and name, name plates, insignia and/or stitching on uniforms. These items will be paid directly by the City of Chaska or by reimbursement to the peace officer. All departmental purchased items will remain the property of the City of Chaska. Upon retirement, separation, or termination from employment, all initially issued uniforms and equipment items, and departmental patches, badges, insignia, and nameplates shall be returned to the City of Chaska upon request.

The City of Chaska will provide peace officers with mandated chemical defense irritant, reflective vests, reflective rain jackets, and two (2) Body Worn Camera holders/mounts, which will remain the property of the City of Chaska.

Uniform items, clothing, and equipment worn while performing police duties (including: footwear, watches, jewelry, and eye wear) which is damaged or contaminated rendering it unwearable in the line of duty by an individual that is being arrested, mental health, detained, chased, combative or items that are seized as evidence shall be replaced in whole by the City of Chaska. Any restitution will be paid to the City of Chaska. Any uniform item that is damaged as the result of wear and tear or while performing normal duties (other than described above) will be replaced at the cost to the peace officer from his/her uniform compensation.

The City of Chaska will annually provide each peace officer with an annual uniform and equipment allowance of $1,701 for 2024 (3% increase) and $1,752 for 2025 (3% increase), which will be paid in a regular payroll check as a lump sum consistent with IRS guidelines. Uniform allowance shall increase at the same percentage as the standard wage increase each contract year thereafter.

Uniform and equipment allowance shall be paid out on the last pay date in January of each year. All uniform and equipment allowance once paid out is considered reimbursement for uniforms and equipment. The compensation allowance is not a bonus and shall not be returned to the City of Chaska for any reason.

The City of Chaska shall provide the amount as defined in Minnesota State Statute 299A.38 for the purchase of body armor for peace officers, every five years, or from when the body armor is initially purchased. The body armor shall be of a certain quality and description as the (Level 3A) body armor. An internal vest carrier shall be included with the purchase of body armor. Should the state funds for the purchase of law enforcement body armor be cancelled at any time, this agreement shall be re-opened. If agreement is not reached within 30 days of re-opening, either party may refer the issue to binding arbitration.

All peace officers are required to purchase their own duty weapon, back up, or off duty weapon(s).

After 12 months of service and completion of probation a City Personnel Action Form will be completed, and a peace officer shall receive in a regular payroll check as a lump sum for a monthly prorated amount of the uniform and equipment compensation allowance based on the end of the probation and the end of the calendar year.

ARTICLE 28 - FALSE ARREST

The EMPLOYER shall provide False Arrest Insurance.

ARTICLE 29 - PEACE OFFICER LICENSE

The EMPLOYER will assume the cost of the Peace Officer license required by the State of Minnesota. Each peace officer is responsible for maintaining and renewing the license.

ARTICLE 30 - PROBATIONARY PERIOD

The probationary period for full time Peace Officers shall be one year.

ARTICLE 31 – COMPENSATION

On January 1, 2024, Peace Officers shall receive a 3% normal wage increase plus a 4% market adjustment to the 36-month base wage. On January 1, 2025, Peace Officers shall receive a 3% normal wage increase.

The Employer and Union have agreed upon the following list of comparable agencies for wages: (Brooklyn Center, Champlin, Cottage Grove, Elk River, Golden Valley, Hastings, Hopkins, Inver Grove Heights, Minnetonka, Maplewood, New Brighton, Oakdale, Prior Lake, Savage, Shakopee, South St. Paul, Stillwater, and West St. Paul). The Employer and Union agree to obtain contract adjustments percentages for 2024 and 2025 from the aforementioned agencies. An analysis will be completed to find the percent average for those contract increases. If it is found that a 3% increase was lower than the average percent calculated in 2024 and in 2025, the difference will be applied to the base wages in (section 31.1) effective December 31, 2024, and December 31st, 2025, at 11:59 pm respectively. The Employer and Union will negotiate wage increases for the subsequent contract.

31.1 WAGES: Monthly base wages for peace officers shall be:

01/01/2024		**01/01/2025**	
Start	$6,776	Start	$6,979
24 Month	$7,312	24 Month	$7,531
36 Month	$8,336	36 Month	$8,586

31.2 SPECIALTY PAY FOR PERMANENT ASSIGNMENTS:

Peace officers assigned to a specialty position shall be paid an additional 5% of the patrol rate for which the peace officer is eligible to be paid as set forth in section 31.1 above. Examples of specialty positions include but are not limited to: Investigator/Detective, School Resource Officer, Youth Service Officer, and Community Partnership Specialist.

31.3 LONGEVITY PAY:

A peace officer will receive the following additional longevity pay as a percent of the base pay as set forth in section 31.1:

Longevity Pay

After 4 years of service	3%
After 8 years of service	5%
After 12 years of service	7.5%
After 16 years of service	11%

31.4 Lateral Hires: For the purpose of this agreement the term "lateral hire(s)" shall mean an employee who began employment with the City of Chaska with previous years of full-time experience as a licensed peace officer.

1. PPL: All new lateral hires with three (3) or more years of previous full-time experience as a licensed peace officer shall receive a bank of forty (40) hours of PPL upon hire and shall begin accruing PPL at the accrual rate that is commensurate with their total years of previous full-time experience as a licensed peace officer.

2. Initial wage placement: A lateral hire with three (3) or more years of previous full-time experience as a licensed peace officer may begin employment with the City of Chaska at the 36-month wage step as determined by the Chief of Police.

3. Longevity pay: Effective January 1, 2025, lateral hires who began employment with the City of Chaska on or after December 1, 2019, shall be eligible for longevity as follows:

Employees with the equivalent of four (4) or more years of full-time experience as a licensed peace officer as determined by the Chief of Police, and who have completed one (1) year of service as a police officer with the City of Chaska, shall be placed at the four (4) year step on the longevity pay scale. After initial placement, longevity progression shall be as follows based on the employee's years of service with the City of Chaska:

- After 4 years of service from their initial date of hire as a police officer with the City of Chaska, they shall advance to the eight (8) year longevity step.

- After 8 years of service from their initial date of hire as a police officer with the City of Chaska, they shall advance to the twelve (12) year longevity step.

- After 12 years of service from their initial date of hire as a police officer with the City of Chaska, they shall advance to the sixteen (16) year longevity step.

An employee's seniority shall continue to be based on their date of hire as a police officer with the City of Chaska for all other benefits.

31.5 TRAINING/INSTRUCTOR OFFICER PAY:

On January 1, 2024, a peace officer assigned to instruct annual mandated state and/or department training shall receive $95.00 per month for a total of $1,140 a year as additional pay. On January 1, 2025, a peace officer assigned to instruct annual mandated state and/or department training shall receive $100.00 per month for a total of $1,200.00 per year as additional pay. Instructor pay shall increase $5.00 per month ($60 per year) each contract year thereafter.

31.6 CELLULAR PHONE/MOBILE DEVICE:

A peace officer will be provided with a cell phone, cell phone case, charger, and usage plan by the City of Chaska. These items are maintained by the city and peace officers will need to comply with the City of Chaska mobile device policy. The mobile device shall be replaced at the Employers expense if it is damaged in the course of his/her duties.

31.7 PEACE OFFICER DIFFERENTIAL PAY:

31.8 A peace officer that works between 6 PM and 6 AM shall receive differential pay per hour for each hour worked under the following conditions:

31.9 A peace officer on a day shift schedule shall earn their normal rate of pay as defined in the contract and is not eligible for differential pay.

31.10 The peace officer Differential Pay Rate shall be $1.00 per hour.

31.11 A peace officer on the night shift shall earn an additional $1.00per hour for all hours worked based on the peace officer's normal rate of pay. A peace officer on the night shift shall receive differential pay until 7 AM.

31.12 A peace officer on the afternoon power shift shall earn an additional $.80 cents per hour for all hours worked based on the peace officer's normal rate. The $1.00 per hour shall be spread out over the entire length of the shift based on the formula below.

31.13 A peace officer working an alternating/rotating schedule/shift or modified shifts between 6 PM to 6 AM not mentioned above shall receive differential pay. The $1.00 per hour shall be spread out over the entire length of the shift based on the formula below.

31.14 A peace officer working the afternoon shift, alternating/rotating schedule/shift or any modified shifts between 6 PM to 6 AM shall use the following differential formula for differential pay: Differential hours worked (between 6 PM to 6 AM) in a pay period times (x) $1.00 divided by 80 hours equals the peace officer's differential pay rate. Example: A peace officer has worked 32 differential hours times (x) $1.00 divided by 80 hours equals $.40 cents. The peace officer's differential pay rate is $.40 cents for all hours worked including overtime. This formula is not required for the night shift since the entire shift earns the additional differential pay of $1.00 per hour.

31.15 A peace officer that voluntarily trades a shift(s) will be eligible for differential pay based on their regularly scheduled shift they are currently working at the time.

31.16 All overtime hours worked during a pay period including court time, training time, and holidays shall be paid at the differential pay rate for what shift/schedule the peace officer is on at the time.

31.17 A peace officer scheduled to work a shift that is eligible for differential pay shall receive the differential rate/payment for an absence due to usage of vacation, compensatory, sick, PPL, or funeral leave time.

31.18 Compensatory time shall be paid at the differential pay rate that the peace officer is working based on the shift/schedule the peace officer is working at the time.

31.19 A peace officer shall be compensated in accordance with Article 31 (Compensation).

ARTICLE 32 – WORK OUT ON DUTY

32.1 The Chaska Police Department will implement a work schedule that provides time for a peace officer to exercise during their scheduled shifts, subject to the needs of the police department. The scheduled exercise time may be suspended for one or more peace officers, with just cause. A peace officer may utilize work out on duty as long as the peace officer works 50% of their assigned scheduled shift.

ARTICLE 33 – ON-CALL

33.1 Peace officers assigned to investigator/detective "on-call" rotation (working under the current "on-call" memo dated July 7, 2010) shall receive 18 hours of straight time pay or compensatory time per week (7 days) or 2.5 hours per day for each day (except

Saturday) on "on-call" at the peace officer's current hourly rate at the peace officer's discretion. Each day of "on-call" shall consist of a 24-hour period of "on-call" service.

33.2 Peace officers working "on-call" may have another peace officer substitute and fulfill their "on-call" obligations. The substituting peace officer shall be the only one that shall receive "on-call" compensation. A supervisor must approve a peace officer substitution for an investigator/detective. Any peace officer that substitutes to be "on-call" for an investigator/detective shall receive 2.5 hours of straight time pay or compensatory time per day for each day (or portion thereof) "on-call" at the peace officer's discretion.

33.3 A peace officer working "on-call" on a Saturday shall receive 3 hours of straight time pay or compensatory time at the peace officer's current hourly rate at the peace officer's discretion.

33.4 A peace officer working "on-call" on a designated holiday as stated in 18.1 shall receive eight (8) hours of straight time pay or compensatory time at the peace officer's discretion.

33.5 If an "on-call" peace officer is requested to return to duty, that peace officer shall be compensated in accordance with Article XV.

ARTICLE 34 - DURATION

This AGREEMENT shall be effective as of the 1st day of January 2024 and shall remain in full force and effect until the 31st day of December 2025 and shall automatically renew from year to year unless either party gives notice of their desire to modify or amend this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on

____

Date

FOR (THE CITY 0F CHASKA)

City Administrator Matt Podhradsky

Date

FOR (LAW ENFORCEMENT LABOR SERVICES, INC.)

Union Steward Eric Wolf

Date

Union Steward Joe Kavlie

Date

Union Steward Trent Wurtz

Date

LELS Union Representative Jay Maher

Date

ARTICLE 16.12 - Addendum A – City of Chaska Personal Leave Plan and Salary Continuation Plan

City of Chaska

Personal Leave Plan and
Salary Continuation Plan

1. **Overview of the Personal Leave Plan**
   The Personal Leave Plan combines what would be considered employees' sick and vacation time into one general pool from which employees can use the accrued time subject to approval from the employees' Department Head or Supervisor. Like vacation or sick time, personal leave is accrued by the employee based on their number of years of service.

2. **Specifics of the Personal Leave Plan**
   A. Accrual of Personal Leave:
   Employees begin to accrue personal leave as of their first day of employment with the City and are eligible to use personal leave subject to the approval of their Department Head or Supervisor. The amount of personal leave employees accrue is dependent upon their years of service with the City.

   All regular, full-time employees are eligible to accrue personal leave based on the schedule below:

Years of Service	Annual Accrued Personal Leave
Start through completion of year 5	18 days (144 hours)
Year 6 through completion of year 10	22 days (176 hours)
Year 11	23 days (184 hours)
Year 12	24 days (192 hours)
Year 13	25 days (200 hours)
Year 14	26 days (208 hours)
Year 15	27 days (216 hours)
Year 16	28 days (224 hours)
Year 17	29 days (232 hours)
Year 18	30 days (240 hours)
Year 19 or more	31 days (248 hours)

Note: In addition to personal leave, employees will continue to receive two (2) paid floating holidays per year and ten (10) paid set holidays per year.

B. Use of Personal Leave:

Employees may only use personal leave once it is accrued. This means that employees may not use personal leave in anticipation of accruing leave time in the future.

For a planned leave of absence from work, employees must receive prior approval from their Department Head or Supervisor. This will ensure that there are enough employees to perform all necessary job duties. However, a Department Head or Supervisor shall not unreasonably deny employees' requests for use of accrued personal leave.

For an unplanned leave of absence from work due to a personal illness or an emergency or to care for an immediate family member, employees shall give their Department Head or Supervisor a minimum of 30 minutes notice before the beginning of their scheduled work time. Upon returning to work, the Department Head or Supervisor may request that employees provide a physician's statement certifying the personal illness or injury or that of the immediate family member. Any confirmed abuse of an unplanned leave may result in disciplinary action.

It should be noted that if the employee is out longer than a five (5) day period for a personal illness or injury as well as the care of an immediate family member, the employee may be eligible for the City of Chaska Salary Continuation Program and/or the Family Medical Leave Act (FMLA).

If a regularly scheduled holiday falls during employees' use of personal leave, the holiday will not be considered part of the employees' personal leave. To be paid for a holiday, an employee must work or use personal leave the day before and after the holiday.

3. Vacation and Sick Leave Conversion to Personal Leave

A. Vacation Time:

The City will convert employees' accrued vacation time to personal leave on a 1:1 ratio. This means that for every day of vacation accrued, employees will receive one day of personal leave.

B. Sick Time:

The City will *not* convert a portion of employees' accrued sick time to personal leave. However, employees will not lose any of their sick time as it will be "banked" for use only after an employee has been absent from work due to an illness or injury for three (3) or more consecutive days and provides a physician certification. In addition to the above, employees who becomes eligible for the salary continuation program or long-term disability insurance may continue to exhaust a portion of their sick leave to provide themselves with 100% of their regular pay during their disability period. Under no circumstances may employees add time to their banked sick leave. However, when using sick leave employees will accrue personal leave.

4. Options for Remaining Accrued Sick Time

A. Employees Hired Prior to January 1, 1986:

Employees hired prior to January 1, 1986 are eligible to receive a payout of one third (1/3) of their accumulated unused sick leave up to a maximum of 90 accumulated days or 30 payout days upon severance of employment from the City of Chaska. Under the Personal Leave Plan, employees hired prior to January 1, 1986, have the option of receiving this severance at their current hourly rate when personal leave is implemented or at the time of their last day of employment with the City at their hourly rate at the time of termination. This severance can be paid to employees as taxable income for investment or can be invested by employees on a pre-tax basis into a 457 deferred compensation plan as allowed by IRS regulations. Employees must make an irrevocable election at the time that the personal leave plan is implemented.

After severance has been paid to employees or set aside for pay-out at the time that they leave City employment, all remaining sick leave will be banked for use consistent with the same policies and procedures for all employees as outlined in Section 4 B.

Employees will not lose their sick leave since it will be banked for use only after an employee has been absent from work due to an illness or injury for three (3) or more consecutive days and provides a physician's certification. In addition to the above, employees who becomes eligible for the salary continuation program or long-term disability insurance may continue to exhaust a portion of their sick leave to provide themselves with 100% of their regular pay during their disability period. Under no circumstances may employees add time to their banked sick leave. However, when using sick leave employees will accrue personal leave.

C. New Employees:
New employees, those hired after personal leave is implemented, will begin accruing personal leave in accordance with their number of years of service.

5. Personal Leave Accrual, Carry-Over and Cash-Out

For employees converting from vacation and sick time to paid personal leave, a maximum amount of personal leave will be allowed to be carried at any time during the year. Initially, the maximum amount will be the amount of personal leave accrued by the employee at the time that the plan is implemented. As employees use personal leave, the maximum amount will be lowered by the amount of leave they use, until it is at or below two (2) times the employees' annual personal leave accrual. Once the rate is lowered to or below two (2) times the employees' annual accrual rate and for new employees that are on the Paid Personal Leave Plan, at no time may accumulated personal leave exceed two (2) times the annual rate at which employees earn personal leave.

In addition to carrying a maximum amount of personal leave, employees will be able to cash-out a maximum of four (4) days or thirty-two (32) hours of their personal leave anytime during the calendar year. Under no circumstances, may an employee cash-out more than four (4) days or thirty-two (32) hours in a calendar year. The cash-out will be at the employee's current hourly rate and will be paid to the employee as taxable income or at the employee's election, may be placed into a 457 deferred compensation account consistent with IRS guidelines.

6. Funeral Leave

An employee shall receive up to a total of three (3) days to attend funerals of members of the employee's immediate family defined as: spouse, children, step children, mother, father, brother, step brother, sister, step sister, grand children, grandparent, and step-grandparent of either the employee or employees spouse. An employee shall receive up to a total of two (2) days to attend funerals of other family members defined as: great-grandparent, aunt, uncle, niece, and nephew or if the employee is asked to perform the service of pallbearer.

7. **Termination of Employment**
   Accrued personal leave time shall be paid to employees as taxable income at the time of termination of employment if the employee leaves in good standing and provides a minimum of a two-week (10 working days) notice. Employees' Department Heads or supervisors are responsible for determining if an employee is leaving in good standing and is providing sufficient notice.

   Employees may not receive any severance for banked sick leave unless they were hired prior to January 1, 1986 and have made an election to have their time paid-out. This payout is subject to the rules established in 4. A. above.

   In the event of an employees death while in service to the City of Chaska, accrued personal leave time shall be paid to the employee's estate according to IRS rules.

8. **Regular Part-Time Employees**
   Regular part-time employees are defined as those who are regularly scheduled to work one (1) or more hours per week. A regular part-time employee who works one (1) or more hours per week for twelve (12) consecutive months will be eligible for personal leave beginning on their thirteenth (13^{th}) month of employment. The amount of personal leave time accrued will be determined and prorated by the actual number of hours worked.

   Regular part-time employees will accrue personal leave at the rate of .08462 hours for each regular time hour worked. For more information on how this rate is calculated, please contact the Assistant City Administrator.

9. **Personal Leave Accrual While Receiving Salary Continuation and Long-Term Disability**
   Employees receiving benefits for salary continuation or long-term disability are not eligible to accrue personal leave. However, employees receiving salary continuation or long-term disability benefits may exhaust accrued personal leave and banked sick leave to provide themselves with 100% of their regular pay during their period of disability. Employees supplementing their salary continuation or long-term disability insurance with personal leave or banked sick leave will accrue additional leave based on the prorated amount that they are using.

10. **Flexible Benefit Plan Insurance While Under the Salary Continuation Program**
    In conjunction with providing employees with salary continuation coverage, the City will continue to make its monthly contribution to employees' Flexible Benefit Plans depending upon their election (i.e. single or family coverage) for the plan year. The contribution will begin at the time that

employees begin receiving the salary continuation benefit and terminate at the time that their salary continuation coverage terminates.

City of Chaska
Salary Continuation Program

Summary of Benefit

The City of Chaska's Salary Continuation Program is meant to provide protection for employees who may be forced to be out of work for an extended period of time. The policy is designed to pay a weekly benefit to partially replace lost income due to a disability resulting from injury, sickness, or pregnancy. The policy is designed to provide employees with protection of up to 60% of their income, should their disability not allow them to earn their full weekly wage. It is the intent of the City of Chaska to ensure that all of its employees have protection from unforeseen circumstances that can occur outside of the work environment. This salary continuation policy helps ensure that all of our employees have a guarantee of protection, should one of these unforeseen circumstances occur. Providing this benefit directly through the City will help eliminate the complicated procedures of dealing directly with an insurance company, and will ensure that the City will be able to provide proper attention to its employees in times when this coverage is a necessity.

Qualification for Benefits

Salary Continuation benefits are established to help protect the income of an employee should the employee need to be out of work for an extended period of time due to an illness, pregnancy, or injury. This benefit is only meant to protect an employees' income for conditions that would occur from circumstances outside of the workplace environment. All injuries or illnesses directly related to, or occurring in the workplace, will be covered under Worker's Compensation Insurance.

All injuries and illnesses in which a physician has specifically given instruction that an employee cannot attend work because of physical or mental restrictions due to an illness, pregnancy or injury, will be eligible for coverage. All pregnancies are eligible for coverage through the salary continuation program after the date of birth, unless specific written notice is received from the attending physician indicating the need for the employee to be confined to bed rest, or have restricted work activities either before or after the birth.

Eligible Employees

All employees who are under the Paid Personal Leave Policy will be eligible for this benefit. Employees who are not on the Paid Personal Leave Policy and continue to accrue Vacation and Sick Time are not eligible for this benefit. To be considered full-time, an employee must work at least thirty (30) hours per week. No temporary or part-time employees will be eligible for this benefit. This benefit will become available for the employee to use after their first complete day of employment with the City of Chaska.

Test for Disability Status

In order to qualify for the use of the Salary Continuation Benefit, an employee must first be classified as disabled. In order to meet the definition of disabled, an employee must be able to satisfy either the Occupation Test or the Earnings Test.

> Occupation Test: An injury, sickness, or pregnancy requires that you be under the regular care and attendance of a physician, and the injury, sickness, or pregnancy prevents you from performing at least one of the material duties of your regular occupation.
>
> Earnings Test: You may be considered disabled in any week even if you are actually working, if an injury, sickness, or pregnancy prevents you from earning more than 80% of your weekly pay in that week in any occupation for which your education, training or experience qualifies you.

An employee may satisfy these tests with any injury, illness or pregnancy in which a physician specifically gives written notification to the employer that this condition will affect the employee's workplace activities and abilities. Satisfying these qualifications under the Occupation and Earnings tests will not automatically qualify you for Salary Continuation, and no benefit will be paid to the employee if the injury or illness was directly caused by an occupational duty. Injuries or illnesses caused by circumstances associated with an occupational duty will be covered through Worker's Compensation Insurance.

How to Use the Salary Continuation Program

If an employee satisfies the definition of being disabled from an injury, illness or pregnancy, and will be forced to be out of work for an extended period of time due to this disability, the following is a defined procedure for how an employee makes a claim for Salary Continuation Coverage.

Filing a Claim:

1. In order to qualify for use of Salary Continuation Coverage, an employee must first complete a five (5) day qualifying period. The first three (3) days of this qualifying period, the employee must use 3 days of Paid Personal Leave. The last 2 days of this qualifying period, the employee may use any combination of Paid Personal Leave or banked Sick Time.
2. After the five (5) day qualifying period, an employee may then qualify for use of Salary Continuation Coverage. To qualify, the employee must first contact the Assistant City Administrator in writing explaining the situation and requesting the coverage.

3. The employee must, by the fifth consecutive day of absence, notify in writing the Assistant City Administrator and provide proper documentation from their physician, describing their condition and the need for an extended absence. This documentation must indicate the estimated time of absence from their work activities.
4. The Assistant City Administrator will review the written documentation and request and determine if the condition warrants utilization of coverage, and requires absence from work. Unless there is a clear reason for not approving a Salary Continuation claim, the Assistant City Administrator will not unreasonably deny any requests that come from an employee's attending physician for the need to take an extended absence from normal work activities.

> **Note:** The City of Chaska does have the right to require the employee to obtain a second opinion from a doctor of the employer's choosing, if there is reason to question the diagnosis by the employee's attending physician. The cost of this opinion would be covered by the City of Chaska.

5. If the Assistant City Administrator approves the Claim, the Assistant City Administrator will memorialize these findings by sending a memo/letter to the employee, the employee's Department Head, and Payroll indicating the approval or disapproval of the coverage. This memo will also outline the employee's use of any other banked time the employee may desire to use to bring their earnings up to 100% of their pre-disability pay (such as banked Sick Time or Paid Personal Leave time). At no time will the employee be allowed to collect Salary Continuation, or utilize sick or personal leave time in conjunction with this benefit, that would put the employee's earnings at over 100% of the weekly wage.
6. The Assistant City Administrator will notify payroll of this claim, and all Salary Continuation payments will commence. The payments will be included in the employee's regular bi-weekly checks. This Salary Continuation claim will be reported as taxable income for the employee.

7. Coverage will continue as long as the employee's attending physician deems time away from work is necessary for up to a total of twelve (12) weeks, after which Long-Term Disability will become available (if the employee has opted to enroll for this benefit). The City of Chaska may, from time to time, require the employee's attending physician to provide an update on the employee's recovery, what the estimated time away from the employee's work activities will be, and if there are any measures the City could take to make the employee's return to work more expedient. (These measures could include assisting with rehabilitation services, or making the employee's work schedule or environment conducive to the employee's disability).

8. An employee will need to obtain a signed Report of Workability to return to all normal duties at work after utilizing the Salary Continuation Program.

Schedule of Salary Continuation Payments

An employee qualifying for Salary Continuation coverage will be covered for up to 60% of their weekly earnings. For each day of a period less than a full week, the scheduled amount will be prorated accordingly.

This benefit will be coordinated with any other leave or disability programs including the Family Medical Leave Act (FMLA), Social Security, PERA, worker's compensation, ect… The City of Chaska's Salary Continuation policy will pay up to 60% of the employee's weekly earnings after all other disability program payments have been deducted. At no time may an employee receive more than 60% of their weekly earnings from a combination of their Salary Continuation payments and disability program payments. However, an employee may supplement their benefit payment with banked Sick or Paid Personal Leave time. At no time may the combination between the Salary Continuation benefit and an employee's banked Sick or Paid Personal Leave time equal more than 100% of their normal weekly earnings.

As defined in the Paid Personal Leave Policy, an employee receiving Salary Continuation payments from the City will continue to receive their monthly Council Contribution toward their Flexible Benefit Plan. This contribution will begin at the time the employee begins to receive Salary Continuation payments and will terminate at the time their benefit coverage will terminate.

Weekly pay is defined as 40 hours at an employee's hourly rate. This pay is determined by the rate an employee is being paid the day before their period of disability starts. Possible bonuses, overtime, and other compensation will not be included in the calculation of the employee's hourly rate.

The qualifying period to receive Salary Continuation coverage will be five consecutive days of absence from an employee's position due to the disabling condition. The first three (3) days of this qualifying period, the employee must use 3 days of Paid Personal Leave. The last 2 days of this qualifying period, the employee may use any combination of Paid Personal Leave or banked sick time. The maximum benefit period will be twelve (12) weeks (one (1) week of qualifying period and eleven (11) weeks of 60% coverage). The possible twelve (12)-week benefit period will start on the first day an employee is absent from work due to the disabling condition, and will continue for the next twelve (12) consecutive weeks that the employee is not able to attend work because of the same condition that disabled the employee at the beginning of this twelve (12)-week period. At the end of the twelve (12) weeks, if the employee is still out of work due to the same disabling condition, the employee will qualify for Long-Term disability (if the employee has opted to enroll for this benefit).

> **Note:** For a period of disability due to a non-cesarean pregnancy, there will be a defined period of six (6) weeks that an employee will be eligible to receive Salary Continuation coverage (one (1) week of qualifying period and five (5) weeks of 60% coverage). For a period of disability due to a cesarean pregnancy, there will be a defined period of eight (8) weeks that an employee will be eligible to receive Salary Continuation coverage (one (1) week of qualifying period and seven (7) weeks of 60% coverage). If an employee has complications due to a non-cesarean

or cesarean pregnancy that will force them to be out of work for more than a five (5) or eight (8) week period, extended coverage can be claimed by the employee. The claim process for this extended period of time will be identical to the claim process an employee would have to go through for any disability. The employee will have to file a separate written claim with the Assistant City Administrator requesting this extension of time.

The maximum interruption period an employee can have during this period of disability is two (2) consecutive days. If an employee is given clearance from their physician to return to normal duty, and works in the capacity of their normal functions for at least two (2) consecutive days, any new disabling condition would be considered a new disability.

Exclusions from Salary Continuation Coverage

The City of Chaska will not pay benefits for any time an employee is confined to any facility because you were convicted of a crime or public offense.

The City of Chaska will not pay benefits for any part of a period of disability during which the employee is receiving benefits under any Worker's Compensation Act (or similar law) or the Maritime Doctrine of Maintenance, Wages or Cure.

The City of Chaska will not pay benefits for any disability caused by:

- War or any act of war, whether declared or not;
- Taking part in or the result of taking part in committing a crime in which you were convicted of that crime.
- An injury that arises out of or occurs in the course of any occupation for pay or profit that entitles you to benefits under any Worker's Compensation Act or similar law; or
- A sickness that entitles you to benefits under any Worker's Compensation Act (or a similar law).

The City of Chaska will not pay benefits if:

- We have offered you the opportunity to return to limited work while you are disabled,
- you are functionally capable of performing the limited work which is offered, and
- you do not return to work when and as scheduled.

Any non-compliance with these three provisions will be considered non-cooperation by the employee and may result in the cancellation of Salary Continuation benefits by the City of Chaska.

Benefits will end on the first scheduled day the employee is to return to work, and will not continue after the employee is officially no longer working for the City of Chaska.

Miscellaneous Inclusions of Policy

An employee will not accrue Paid Personal Leave time while receiving benefit payments, unless the employee supplements their Salary Continuation with Paid Personal Leave or banked Sick Time. If an employee supplements their pay by 40% of the full time employment status through banked Sick or Paid Personal Leave, Paid Personal Leave will accrue and be pro-rated based on the amount of Paid Personal Leave or Sick Time used. An employee cannot receive more than the employee's normal take home pay because of any Salary Continuation Coverage. The City's entire contribution to the Flexible Benefit Plan will continue while on Salary Continuation Coverage. Holidays will be paid but are also included in the maximum count of Salary Continuation days used.

Salary Continuation Coverage cannot be used to care for any ill or injured family member.

Any employee receiving a denial of Salary Continuation Coverage may request in writing, within 60 days of denial, a written explanation of the denial of coverage. If the employee is in disagreement with the denial of benefits and wants to appeal this decision, the employee must submit to the Assistant City Administrator an official letter of appeal. This letter must be received by the Assistant City Administrator, and must include a list of the specific reasons why the denial is being appealed. The Assistant City Administrator will have 10 working days from the receipt of this appeal to make a written decision on the appeal. If the employee is still in disagreement with the decision made by the Assistant City Administrator in regards to the appeal, the employee may appeal in writing to the City Administrator. The City Administrator will then have 10 working days to make a determination in the appeal. The City Administrator's decision is final.

If an employee at any time during the period of disability discovers they will not be able to return to work, even with reasonable accommodations, the employee must immediately report this in writing to both their Supervisor and the Assistant City Administrator.

Questions on Policy

Any questions on this policy should be referred to the Assistant City Administrator at 952-448-9200.

Salary Continuation Coverage Example Chart

Week 1: -3 days (24 hours) of Paid Personal Leave.
-2 days (16 hours) of Paid Personal Leave or banked Sick Time.

Week 2-12: -60% of Salary covered by Salary Continuation Coverage.
-40% of Salary can be covered by Paid Personal Leave or banked Sick Time.

LABOR AGREEMENT

BETWEEN

THE CITY OF CHASKA

AND

LAW ENFORCEMENT LABOR SERVICES

Local #385

JANUARY 1, 2024 THROUGH DECEMBER 31, 2025

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ARTICLE 1 - PURPOSE OF AGREEMENT

This AGREEMENT is entered into as of January 1, 2022, between the City of Chaska, hereinafter called the EMPLOYER, and Law Enforcement Labor Services, Inc. (LELS) Local #385 hereinafter called the UNION.

It is the intent and purpose of this AGREEMENT to:

1.1 Assure sound and mutually beneficial working and economical relationships between the parties hereto;

1.2 Establish procedures for the resolution of disputes concerning this AGREEMENT'S interpretation and/or application; and

1.3 Place in written form the parties' agreement upon terms and conditions of employment for the duration of this AGREEMENT.

The EMPLOYER and the UNION, through this AGREEMENT, shall continue their dedication to the highest quality Police service and protection to the residents of the City of Chaska. Both parties recognize this AGREEMENT as a pledge of this dedication.

ARTICLE 2 - RECOGNITION

2.1 The EMPLOYER recognizes the UNION as the exclusive representative, under Minnesota Statutes, Section 179.67, Subdivision 3, and Section 179.71, Subdivision 3, for all personnel in the following job classifications:

Sergeant, Detective Sergeant

2.2 In the event the EMPLOYER and the UNION are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE 3 - DEFINITIONS

3.1 UNION: Law Enforcement Labor Services Inc. Local #385.

3.2 UNION MEMBER: A member of LAW ENFORCEMENT LABOR SERVICES, INC. Local #385

3.3 SUPERVISOR: A member of the exclusively recognized bargaining unit LELS #385.

3.4 DEPARTMENT: The Chaska Police Department.

3.5 EMPLOYER: The City of Chaska.

3.6 UNION OFFICER: Sergeant(s) elected or appointed by the Union.

3.7 CHIEF: The Chief of the City of Chaska Police Department.

3.8 WORK WEEK: The workweek shall average forty (40) hours, making a normal work year of 2,080 hours.

3.9 DEPARTMENT HEAD: The Chief.

3.10 SENIORITY: Length of continuous service with the employer.

3.11 SCHEDULED SHIFT: A consecutive work period including rest breaks and a lunch break.

3.12 LUNCH BREAK: A paid thirty (30) minute period during the scheduled/normal shift. REST BREAK: Two fifteen (15) minute periods during the scheduled hours of normal shift.

ARTICLE 4 - EMPLOYER SECURITY

The UNION agrees that during the life of this AGREEMENT it will not cause, encourage, participate in or support any strike, slow-down or other interruption of or interference with the normal functions of the EMPLOYER.

ARTICLE 5 - EMPLOYER AUTHORITY

5.1 The EMPLOYER retains the sole right to operate and manage all manpower, facilities, and equipment in accordance with applicable laws and regulations of appropriate authorities.

5.2 Any term and condition of employment not specifically established or modified by this AGREEMENT shall remain solely within the discretion of the EMPLOYER to modify, establish, or eliminate.

ARTICLE 6 - UNION SECURITY

6.1 The UNION may designate employees from the bargaining unit to act as representative(s) and shall inform the EMPLOYER in writing of such choice and changes in the position of representative(s). The representative(s) shall receive overtime, at time and a half, when attending contract negotiation meetings when off-duty, and when they will meet their overall scheduled hours for that week.

6.2 The employer shall allow use of internal e-mail and telephone for posting UNION notices and announcements that are non-partisan and anti-inflammatory communications.

6.3 The UNION agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits, orders, or judgments brought or issued against the EMPLOYER as a result of any action taken or not taken by the EMPLOYER under the provisions of this Article.

6.4 The EMPLOYER shall deduct from the wages of supervisors who authorize such a deduction in writing, an amount necessary to cover monthly UNION DUES. Such monies shall be remitted as directed by the UNION.

ARTICLE 7 - EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE

7.1 DEFINITION OF A GRIEVANCE
A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this AGREEMENT.

7.2 UNION REPRESENTATIVES

The EMPLOYER will recognize REPRESENTATIVES designated by the UNION as the grievance representatives of the bargaining unit having the duties and responsibilities established by this ARTICLE. The UNION shall notify the EMPLOYER in writing of the names of such UNION REPRESENTATIVES and of their successors when so designated, as provided by 6.1 of this AGREEMENT.

7.3 PROCESSING OF A GRIEVANCE
It is recognized and accepted by the UNION and the EMPLOYER that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the SUPERVISORS and shall therefore, be accomplished during normal working hours only when consistent with such SUPERVISOR duties and responsibilities. The aggrieved SUPERVISOR and an UNION REPRESENTATIVE shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the EMPLOYER during normal working hours provided that the SUPERVISOR and an UNION REPRESENTATIVE have notified and received the approval of the designated EMPLOYER REPRESENTATIVE who has determined that such absence is reasonable and would not be detrimental to the work of the EMPLOYER.

7.4 PROCEDURE.
Grievances, as defined by Article 7.1, shall be resolved in conformance with the following procedure:

Step 1. A SUPERVISOR claiming a violation concerning the interpretation or application of this AGREEMENT shall, within twenty-one (21) calendar days after such alleged violation has occurred, present such grievance to the EMPLOYER. An EMPLOYER designated representative will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the AGREEMENT allegedly violated, and the remedy requested, and shall be appealed to Step 2 within ten (10) calendar days after the EMPLOYER designated representative’s final answer in Step 1.

Any grievance not appealed in writing to Step 2 by the UNION within ten (10) calendar days will be considered waived.

Step 2. If appealed, the written grievance shall be presented by the UNION and discussed with the EMPLOYER designated Step 2 representative. The EMPLOYER designated representative shall give the UNION the EMPLOYER'S Step 2 answer in writing within ten (10) calendar days after receipt of such step 2 grievance. A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the EMPLOYER designated representative's final Step 2 answer. Any grievance not appealed in writing to Step 3 by the UNION within ten (10) calendar days shall be considered waived.

Step 3. If appealed, the written grievance shall be presented by the UNION and discussed with the EMPLOYER designated Step 3 representative. The EMPLOYER designated representative shall give the UNION the EMPLOYER'S answer in writing within ten (10) calendar days after receipt of such Step 3 grievance. A grievance not resolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the EMPLOYER designated representative's final answer in Step 3. Any grievance not appealed in writing to Step 4 by the UNION within ten (10) calendar days shall be considered waived.

Step 3a. If a grievance is not resolved at Step 3 of the grievance procedure, the parties, by mutual agreement, may submit the matter to mediation with the Bureau of Mediation Services. Submitting the grievance to mediation preserves timelines for Step 4 of the grievance procedure. Any grievance not appealed in writing to Step 4 by the UNION within ten (10) calendar days of mediation shall be considered waived.

Step 4. A grievance unresolved in Step 3 or Step 3a and appealed to Step 4 by the UNION shall be submitted to arbitration subject to the provisions of the Public Employment Labor Relations Act of 1971, as amended. The selection of an arbitrator shall be made in accordance with the "Rules Governing the Arbitration of Grievances," as established by the Bureau of Mediation Services.

7.5 ARBITRATOR'S AUTHORITY

A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this AGREEMENT. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the EMPLOYER and the UNION, and shall have no authority to make a decision on any other issue not so submitted.

B. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the EMPLOYER and the UNION and shall be based solely on the arbitrator's interpretation or application of the express terms of this AGREEMENT and to the facts of the grievance presented.

C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the EMPLOYER and the UNION provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings the cost shall be shared equally.

7.6 WAIVER

If a grievance is not presented within the time limits set forth it shall be considered "waived". If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the EMPLOYER'S last answer. If the EMPLOYER does not answer a grievance or an appeal thereof within the specified time limits, the UNION may elect to treat the grievance as denied at the step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual agreement of the EMPLOYER and the UNION in each step.

7.7 CHOICE OF REMEDY

If, as a result of the written EMPLOYER response in Step 3, the grievance remains unresolved, and if the grievance involves the suspension, demotion, or discharge of an employee who has completed the required probationary period, the grievance may be appealed either to Step 4 of Article 7 or a procedure such as Civil Service, Veteran's Preference, or Fair Employment. If appealed to any procedure other than Step 4 of Article 7 the grievance is not subject to the arbitration procedure as provided in Step 4 of Article 7. The aggrieved employee shall indicate in writing which procedure is to be utilized - Step 4 of Article 7 or another appeal procedure - and shall sign a statement to the effect that the choice of any other hearing precludes the aggrieved employee from making a subsequent appeal through Step 4 of Article 7.

ARTICLE 8 - SAVINGS CLAUSE

This AGREEMENT is subject to the laws of the United States, the State of Minnesota, and the City of Chaska. In the event any provision of this AGREEMENT shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions of this AGREEMENT shall continue in full force and effect. The voided provision may be renegotiated at the request of either party.

ARTICLE 9 - Hours of Work:

9.1 The normal work year is two thousand eighty (2,080) hours to be accounted for by each employee through:

a) hours worked on assigned shifts;
b) holidays;
c) assigned training, and authorized leave time.

9.2 Holiday pay is to be calculated based on the supervisor's assigned shift. Authorized leave time is to be calculated based on the supervisor's assigned shift. A supervisor that works on a holiday shall receive the actual length of their assigned shift for the holiday hours worked.

9.3 Nothing contained in this Article shall be interpreted to be a guarantee of a minimum or maximum number of hours the EMPLOYER may assign employees.

9.4 Supervisors shall be granted 30-minute paid lunch during a shift that the supervisor remains on continual duty. Break time allowance is part of the normal annual average workweek of forty hours. Employer may require that the lunch be taken at the work site.

9.5 A supervisor shall be compensated at the supervisors hourly rate one (1) hour of additional pay per shift at straight time or compensatory time at the supervisors discretion when he/she works their entire assigned work shift on the Friday and/or Saturday of Bonspeil Community Event, Friday and/or Saturday of River City Days, and the Saturday and/or Sunday of Labor Day, and Memorial Day weekends. A supervisor on overtime does not qualify for the one (1) hour of additional pay.

9.6 Sergeants assigned to work 12-hour shifts will have an average of 4 hours per payroll cycle over their 2080 schedule. The 4 hours of straight time will be notated on each timecard and placed into the Sergeant's time owed bank.

ARTICLE 10 - SENIORITY

10.1 Seniority will be determined by the supervisor's length of continuous employment with the Police Department and posted in an appropriate location. Seniority rosters may be determined by the Chief on the basis of time in grade and time within specific classifications.

10.2 A reduction of work force will be accomplished on the basis of seniority. SUPERVISORS shall be recalled from layoff on the basis of seniority. A SUPERVISOR on layoff shall have an opportunity to return to work within two years of the time of his layoff before any new employee is hired.

10.3 Vacation periods shall be selected on the basis of seniority until March 15 of each calendar year. Requests of more senior employees must only be sought in the same assignment. Example of assignment is patrol division, investigations, administration, etc. that could affect the specific scheduling of that assignment. Senior employees have a (10) day time limit from the date of vacation request to respond back to the requesting peace officer. No response back after the ten (10) days automatically grants permission to that requesting officer.

10.4 Seniority shall prevail. Senior qualified SUPERVISORS shall have first preference on the job.

ARTICLE 11 - DISCIPLINE

11.1 The EMPLOYER will discipline SUPERVISORS for just cause only. Discipline will be in the form of:

a. oral reprimand,
b. written reprimand,
c. suspension,
d. demotion, or
e. discharge

11.2 Suspension, demotions and discharges will be in written form.

11.3 Written reprimands, notices of suspension, and notices of discharge which are to become part of a Supervisors personnel file shall be read and acknowledged by signature of the Supervisor. Supervisors and the UNION will receive a copy of such reprimands and/or notices at the time of discipline. Supervisors shall also be notified of any other document(s) which are added to or part of the Supervisors personnel file. In the event that a peace officer discovers that any such notice was placed in his/her personnel file without their knowledge, the formal grievance process may be applied based upon the time of discovery. Supervisors shall also be notified of any document removed from their personnel file.

11.4 Supervisors may examine their own individual personnel files at reasonable times under the direct supervision of the EMPLOYER.

11.5 Discharges will be preceded by a five (5) day suspension without pay.

11.6 Supervisors will not be questioned concerning an investigation of disciplinary action unless the supervisor has been given opportunity to have a UNION representative present at such questioning, as defined in the Peace Officer Discipline Procedures Act-Minnesota State Statute 626.89. The EMPLOYER and UNION will coordinate to ensure the process moves in a timely manner.

11.7 Grievances relating to this Article shall be initiated by the UNION in Step 3 of the grievance procedure under Article 7.

ARTICLE 12 - CONSTITUTIONAL PROTECTION

Supervisors shall have the rights granted to all citizens by the United States and Minnesota State Constitutions.

ARTICLE 13 - OVERTIME

13.1 Supervisors will be compensated at one and one-half time the supervisor's regular base pay rate for hours worked in excess of the supervisor's regularly scheduled shift. Changes of shifts do not qualify a supervisor for overtime under this Article.

13.2 All continuous assigned work for a supervisor after fourteen (14) hours is double time. If a supervisor voluntarily signs up for a posted overtime work shift, which extends the supervisor assigned work shift this benefit does not apply. A supervisor who is asked, mandated, or required to stay or extend their work shift or an overtime detail will be paid double time after fourteen (14) hours of work. A supervisor that has court assigned after or before their work is not eligible for this benefit.

13.3 Overtime hours worked shall be paid either in the form of salary during the pay period in which they are earned or as compensatory time off. Final determination of form of payment shall be the City's responsibility. Determination of salary or comp will be determined on a case-by-case basis. A maximum of eighty (80) hours of compensatory time may be carried over from year to year. Approval must be granted by the Chief in advance of compensatory time off. A supervisor may cash out their compensatory time throughout the year. Any compensatory overage for the year will automatically be paid out on the last pay period of each year.

13.4 Overtime will be distributed as equally as practicable.

13.5 Overtime refused by supervisors will for records purpose be considered as unpaid overtime worked.

13.6 For the purpose of computing overtime compensation overtime hours worked shall not be pyramided, compounded or paid twice for the same hours worked.

13.7 Overtime will be calculated to the nearest fifteen (15) minutes.

ARTICLE 14 - COURT TIME

14.1 A supervisor who is required to appear in court during his scheduled off-duty time shall receive a minimum of three (3) hours pay at one and one-half times the supervisor's base pay rate or (3) hours minimum compensatory time at (1-1/2) times the supervisors base pay rate at the supervisors discretion. An extension or early report to a regularly scheduled shift for a court appearance does not qualify the employee for the three (3) hour minimum.

14.2 A supervisor who is scheduled for court during his/her off duty time shall check the Carver County Attorney's website after 4:30pm the day prior to confirm if their Court case is still listed. If the supervisor is not cancelled by email, phone, or on the website prior to 4:30PM the business day prior, a supervisor shall receive two (2) hours of pay at regular base rate. An extension or early report to a regularly scheduled shift for Court appearance does not qualify the supervisor for the two (2) hour minimum.

14.3 A supervisor formerly employed by the Chaska Police Department shall be paid their last earned hourly wage for any court time performed.

14.4 In the event a supervisor is subpoenaed to testify in a private party litigation in a capacity other than that of an expert witness regarding an incident that has occurred within the scope of employment for the City of Chaska involving facts which the supervisor came to know while on duty as a supervisor, then the supervisor shall receive court time pay from the employer in accordance with the requirements as set forth in article XIV. The supervisor shall not be required to take vacation, PPL or compensatory time if the appearance occurs during their work shift.

ARTICLE 15 – CALL-BACK TIME

A peace officer, who is called to duty during his/her scheduled off-duty time, shall receive a minimum of three (3) hours pay at one and one-half (1-1/2) times the peace officer's base pay rate.

A peace officer required by the EMPLOYER who is called to duty during his/her scheduled off-duty time with less than twelve (12) hours between the peace officer's work shifts, will receive double time at the peace officer's base pay rate for all hours worked. This would include the peace officer's last scheduled work shift for the week.

A shift extension does not qualify a peace officer for double time pay unless as stated in Article 13.2. The on-call Detective Supervisor, if on-call at the time of the callback, is not eligible for double time compensation unless stated in Article 13.2. A peace officer voluntarily accepting additional work shifts or contract overtime is not eligible for double time compensation unless stated in Article 18. In these described circumstances, overtime compensation is at one and one-half (1 ½) times the peace officer's base pay rate.

An extension or early report to a regularly scheduled work shift does not qualify the peace officer for the three (3) hours minimum.

ARTICLE 16 - VACATIONS

16.1 Vacation is earned and granted according to the following schedule:

Years of Service	Hours earned per month
Start 0 through 5 years	6.67 hours (80 hours annual)
6 through 10 years	10 hours (120 hours annual)
11 years	10.67 hours (144 hours annual)
12 years	11.33 hours (152 hours annual)
13 years	13 hours (160 hours annual)
14 years	14 hours (168 hours annual)
15 years	14.67 hours (176 hours annual)
20 years	16.67 hours (200 hours annual)

16.2 A supervisor may not accumulate vacation leave in an amount greater than one and one-half (1 1/2) times the amount that the supervisor earns in one years' time without the employers written approval.

16.3 All existing supervisors are eligible to choose to be on the Paid Personal Leave (PPL) plan on an annual basis. Once this decision has been made, the supervisor may not choose to go back on the vacation/sick time program.

16.4 PPL is earned and granted according to the following schedule:

Years of Service	**Annual Accrued Personal Leave/ Hours Per Month**
Start through completion of year 5	18 days (144 hours) 12 hours
Year 6 through completion of year 10	22 days (176 hours) 14.66 hours
Year 11	23 days (184 hours) 15.33 hours
Year 12	24 days (192 hours) 16 hours
Year 13	25 days (200 hours) 16.66 hours
Year 14	26 days (208 hours) 17.33 hours
Year 15	27 days (216 hours) 18 hours
Year 16	28 days (224 hours) 18.66 hours
Year 17	29 days (232 hours) 19.33 hours
Year 18	30 days (240 hours) 20 hours
Year 19 or more	31 days (248 hours) 20.66 hours

Supervisors choosing to convert over to the Personal Leave Plan shall have their existing banked vacation leave converted to personal leave on a 1:1 basis, and will be able to keep their sick leave bank available for future use, as defined by the Personal Leave Plan and Salary Continuation Plan. Supervisors at no time may accumulate personal leave to exceed two times the annual rate at which the supervisor earns personal leave.

16.5 Personal Leave Plan and vacation periods shall be selected on the basis of seniority until March 15 of each calendar year as stated in Article 10.3.

16.6 PPL time may be used in increments of less than 30 minutes.

16.7 For the purpose of PPL the definition of good standing means that the supervisor must give a minimum two-week (10 working days) notice unless a mutual agreement has been made between the supervisor and Employer to end employment earlier or the supervisor ends employment due to an injury/disability.

16.8 A supervisor under the PPL plan requesting leave under FMLA may use up to fifteen (15) days of accrued sick leave in accordance with FMLA Article 30. This is supplemental to the benefits in the Personal Leave Plan and Salary Continuation Plan.

All supervisors under the PPL plan will be governed by the City of Chaska Personal Leave Plan and Salary Continuation Plan, unless stated in this agreement. All supervisors continuing under the vacation/sick time program will continue to be governed by the language of this Labor Agreement unless stated in this agreement.

Annually, supervisors may designate 50 PPL hours to fund their Deferred Compensation Plan, Health Savings Account, or their paycheck.-

16.9 The Employer shall follow Minnesota State Statute 181.9445, 181.9446, 181.9447, and 181.9448.

ARTICLE 17 - SICK LEAVE

17.1 A supervisor who has not elected the PPL plan shall accumulate one day of sick leave per month.

17.2 The Employer shall follow Minnesota State Statue 181.9445, 181.9446, 181.9447, and 181.9448.

17.3 Sick leave usage shall not be subject to approval and verification by the Employer.

ARTICLE 18 - HOLIDAYS

18.1 The EMPLOYER shall recognize ten (10) paid holidays plus two (2) floating holidays as specified below:

New Year's Day	January 1
Martin Luther King Day	Third Monday of January
President's Day	Third Monday of February (Lincoln's/Washington's Birthday)
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Friday after Thanksgiving Day
Christmas Day	December 25

In the event that the State of Minnesota adopts any new holidays, the city agrees to recognize and adopt said holiday as an observed holiday.

18.2 Holiday leave shall be advanced to the Supervisor on January 1st of each calendar year. The holiday leave shall be placed in a holiday leave bank and calculated based on the Supervisor's assigned work shift and/or assignment (In accordance with article 9.2).

Supervisor will receive a holiday bank of hours on January 1 of each calendar year based on the peace officers assigned work shift and/or assignment:

- A Sergeant on an eight (8) hour work shift shall receive 96 hours of holiday leave with the ability to carry over 32 hours.
- A Sergeant on a ten (10) hour work shift shall receive 120 hours of holiday leave with the ability to carry over 36 hours.
- A Sergeant on a twelve (12) hour work shift shall receive 144 hours of holiday leave with the ability to carry over 40 hours.

18.3 In the event that a Supervisor's work assignment and/or shift length changes during the calendar year, the Supervisor' holiday leave bank shall be adjusted (increased or decreased) based on the remaining holidays left in the calendar year their new assigned work shift length. The adjustment shall be applied beginning on the first full pay period of the new assignment and/or assigned work shift.

18.4 A Supervisor who works on any of the abovementioned holidays (as listed in 18.1) shall be compensated at the rate of double time for all hours worked on the actual holiday. This time may be taken as pay or compensatory time at the Supervisor's discretion, at their hourly rate.

18.5 A Supervisor on a fixed Monday to Friday schedule, if any of the aforementioned holidays falls on a Sunday, then Monday is the official holiday, and if any falls on a Saturday, then Friday will be the official holiday.

18.6 A Supervisor on sick leave before or after a holiday may be required to have a certificate stating the nature of illness before holiday pay will be granted; however, a peace officer may use a vacation day, PPL, or compensatory time and still receive holiday pay.

18.7 A Supervisor that works anytime on Christmas Eve or New Year's Eve shall receive four (4) hours of vacation/PPL time toward their vacation/PPL bank. A Supervisor on a fixed Monday to Friday schedule that leaves at early close time shall not receive this additional benefit, but will not be charged vacation, PPL, or compensatory time for the time period that City Hall is closed. A peace officer on a fixed Monday to Friday schedule that works their entire normal assigned work shift on the Christmas Eve or New Year's Eve observed day shall receive four (4) hours of vacation/PPL time toward their vacation/PPL bank. A peace officer who is on a regular or scheduled day off is not eligible for this benefit.

18.8 A Supervisor shall be compensated at the Supervisor's current hourly rate one (1) hour of additional pay per work shift at straight time or compensatory time at the peace officer's discretion when he/she works their entire assigned work shift on the Friday and/or Saturday of Bonspiel Community Event, Friday and/or Saturday of River City Days, the Saturday and/or Sunday of Labor Day and Memorial Day weekends. A peace officer on overtime does not qualify for the one (1) hour of additional pay.

ARTICLE 19 - BEREAVEMENT LEAVE

Supervisors shall receive up to three (3) days for bereavement, memorials, family gathering or to attend funerals of members of the supervisor's immediate family defined as: spouse, children, step-children, mother, father, brother, step-brother, sister, step-sister, grandchildren, grandparent, and step-grandparents of either the supervisor or supervisor's spouse. Up to two days shall be granted for the death of great-grandparents, aunt, uncle nieces, nephew(s) or if the employee is asked to perform the service of pallbearer. Funeral leave will be deducted from a separate city held bank and not the supervisor's accrued leave time. Any additional time or other funerals is to be taken off from vacation time, PPL, compensatory time, floating holiday time, or without pay. Funeral leave is per occurrence.

ARTICLE 20 - HEALTH AND WELFARE

20.1 <u>Establishment of VEBA</u> Employer shall make available a VEBA Plan and Trust described in summary and attached hereto as VEBA Attachment #1, to all qualified bargaining unit members who exercise their option to enroll in the high deductible health insurance program offered in Section 4, Subdivision 2 of this Article. Employer and supervisors assent to and ratify the appointment of the trustee and plan administrator for the VEBA plan and Trust Identified in VEBA Attachment #1. It is intended that this arrangement constitute a voluntary supervisors' beneficiary association under Section 501 (c) (9) of the Internal Revenue Code. . This plan year will begin on January 1, and end on December 31 of each year.

20.2 Benefits provided through the VEBA Employer shall provide the following welfare benefit arrangement through the VEBA Plan:

A health reimbursement arrangement for active employees

20.3 Payment of Administrative Fee Administrative fees allocable to individual accounts of active supervisors who are active participants in the VEBA and HSA Plans shall be paid by the employer. Administrative fees allocable to the individual accounts of former supervisors shall be paid from the VEBA account, and deducted from the total accrued

amount of dollars that are allocated to that former supervisor in the VEBA account. If the VEBA Plan is terminated, or if Employee Contributions cease by agreement between the parties, administrative fees shall be paid from the VEBA account.

20.4 Employer Contributions to the Health Reimbursement Arrangement for Active Supervisors:

Subd. 1 Contributions to the Active Employees' Plan:

Employer will make an annual contribution to individual accounts under the health reimbursement arrangement for qualifying bargaining unit members in accordance with the following schedule:

$1,248 for each qualified supervisor who elects single coverage under the group health plan described in Subdivision 2; and

$2,496 for each qualified supervisor who elects Employee + Spouse, Employee + Child(ren), or Family coverage under the group health plan described in Subdivision 2.

The contribution will be made in thirds, with the first contribution on January 1st, the second contribution on May 1st, and the third contribution on September 1st. The employer will contribute $416 to the individual account each period for those supervisors who elect single coverage, and $832 to the individual account each period for those supervisors who elect family coverage under the group health plan described in Subdivision 2. Dollars in individual accounts shall not be eligible to use until they have been accrued.

If a qualified bargaining unit member enters the VEBA Plan as a participant on a date after the first day of the VEBA Plan year, the Employer shall prorate the amount of the Employer Contribution to reflect the late entry. This prorated share of employer contribution shall be based on the number of months remaining in the plan year. Any supervisor entering the VEBA plan on a date other than the first day of that month, shall receive the entire supervisor contribution amount for the month in which they enter (i.e. a supervisor entering the VEBA plan anytime during the month of April would receive 9/12 of the total year supervisor contribution toward the individual's VEBA account).

All employer contributions on behalf of a VEBA Plan participant shall cease on the date the participant is no longer covered under the high deductible health plan in Subdivision 2 below, or on a date that the individual no longer in employed by the City of Chaska.

Subd. 2 High Deductible Health Plan/VEBA:

Employer shall make available a high deductible health plan described in summary and attached hereto as Insurance Attachment #1, to all qualified bargaining unit members who elect to participate in said plan. With respect to qualifying bargaining unit members, in the 2024 benefit year, the Employer shall contribute an amount not to exceed $1,061.00 toward the monthly premium cost for single group health coverage, and $1,494.00 toward the monthly premium cost for Employee + Spouse, Employee + Child(ren), or Family group health coverage. The employer' contribution toward the employee's premium shall be negotiated on an annual basis. The employer contribution toward the employee's premium shall be negotiated on an annual basis.

Current supervisors choosing the High Deductible Medical plan will be able to utilize dollars in the individual VEBA account to pay for those medical services that are currently covered under the high deductible health plan described in summary and attached hereto as Insurance Attachment #1. After an individual leaves employment with the City of Chaska, that individual will be eligible to utilize the dollars accumulated in the individual's VEBA account to pay for any medical services covered under IRS Code 213 (d).

20.5 HSA Qualified High Deductible Plans:
Employer shall also make available the group health plan described in summary and attached hereto as Insurance Attachment #2, to supervisors who do not elect coverage provided for under the provision of the high deductible health plan described in Section 4, Subdivision 2. With respect to all qualified bargaining unit members. Employer for 2024 shall contribute an amount not to exceed $1165.00 toward the monthly premium cost for single group health coverage, and $1702.00 toward the monthly premium cost for Employee + Spouse, Employee + Child(ren), or Family group health coverage. The employer contribution toward the employee's premium shall be negotiated on an annual basis.

Qualified bargaining unit members who elect coverage under this Section 5 shall not be entitled to receive Employer Contributions to the VEBA Plan. If a participant changes coverage from a high deductible plan in Section 4, Subdivision 2, to the alternative group health plan in Section 5 above, all contributions on behalf of a VEBA Plan participant shall cease.

As one of the health insurance plans being offered, the employer is making available a Health Savings Account (HSA). Those choosing an HSA will receive the employer contribution laid out in section 20.5, with the employer covering the administrative costs of the HSA accounts.

All supervisors employed in a position in the appropriate unit shall, at a minimum, be enrolled in single coverage in one of the group health plans provided for under the provisions of this Article. In the event an eligible supervisor does not make a choice of plan coverage the Employer shall enroll the supervisor in the CORE medical benefit of the plan, which is the single-coverage VEBA high deductible medical plan.

The employer 2025 contribution toward the employee's premium shall be negotiated on an annual basis.

20.6 EMPLOYER will permit permanently disabled or retired supervisors over 50 and under 67 years of age to participate in the City's group health, VEBA, and welfare insurance plan, provided the supervisor pays 100% of the monthly premium for plan chosen.

20.7 In addition to the City's contribution toward life insurance, supervisors shall be permitted to utilize a portion of cafeteria plan to purchase additional life insurance. (Long-term Disability, and long-term care insurance.)

20.8 Survivors Health Insurance Coverage: Shall be defined under Minnesota State Statute 299A.465 in the event of the death or injury of an active supervisor.

20.9 The Minnesota Health Care Savings Plan (HCSP) is an employer-sponsored program that allows Chaska Peace Officers to save money, tax-free, to use upon separation of employment to pay for eligible health care expenses. HCSP is a tax-free account, which means contributions, and eligible reimbursements are not reportable on state or federal income tax returns.

This program will enrich the City of Chaska's benefit plan. The City of Chaska appreciates peace officers, who through long term service and dedication, contribute to making the city a successful and positive service provider. In recognition, the City acknowledges the following plan.

All eligible Chaska Supervisors under this contract shall participate in the Minnesota Post Employment Health Care Savings Plan established under Minnesota State Statutes, section 352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System's Trust and Plan Documents. All funds collected by the employer on the behalf of the Supervisor will be deposited into the peace officer's post-employment health care savings plan account.

The Supervisor and Employer contribution shall be per pay period based off the Supervisor's monthly base wage and shall be placed into the Supervisor's HCSP account.

4 completed Years of service or more: Employer contribution 1%
Supervisor contribution 4% in 2024
4.5% in 2025

Supervisors with Paid Personal Leave (PPL) and/or Vacation shall contribute 50% of their accrued leave upon separation of employment/service into their health care savings plan account but no more than 200 hours, at their final hourly rate. This program is designed for all Supervisors of the Chaska Police Department that are members of LELS #385.

ARTICLE 21 - SEVERANCE PAY

21.1 For all supervisors the City will pay 100% of the accumulated unused vacation or PPL time. However, a supervisor who voluntarily terminates his employment must notify the City at least two weeks ahead of termination date or the supervisor will forfeit the above severance pay. No severance pay will be given any supervisor who is discharged from his position because of disciplinary reasons by the EMPLOYER.

21.2 Prior to last day of service, a supervisor in good standing will receive a letter from the Department stating that he/she left employment in good standing and stated length of service to the City with such letter signed by the Chief.

ARTICLE 22 - JURY DUTY

In the event a supervisor is called for jury duty, he will receive his full salary while on jury duty if his jury fee, less expenses, is turned over to the City Treasurer.

ARTICLE 23 - TRAINING

23.1 TRAINING: Is defined as continuing education for Peace Officers, which is necessary to promote and ensure professional competence.

23.2 For all off duty police explorer functions, extra duty assignments, mandatory or non-mandatory department meetings in person and/or virtual as well as any training for supervisors who are off duty will be paid at one and one half (1-½) times, for a minimum of one (1) hour at the supervisor’s current hourly rate of pay. This may be taken as pay or as compensatory time at the peace officer’s discretion. Billable (contract work) hours paid through the Employer must be taken as pay.

If the supervisor attends a training opportunity that enhances or benefits job performance when the supervisor is not on duty and the professional training opportunity exceeds 16 hours, the Employer may seek a flexible schedule with the supervisor. In these cases, the supervisor's duty schedule may be adjusted to enable the attendance at the training opportunity at the supervisor's normal hourly compensation rate. The Employer will make efforts to adjust hours in a mutually agreed upon manner when necessary.

23.3 A Supervisor shall be compensated one (1) hour of additional pay at the Supervisor's current hourly rate at straight time or compensatory time at the Supervisor's discretion when he/she is assigned to work Junior Police Academy, Police Explorers, Citizen Academy or assigned to a Civilian Ride-Along during the Supervisor's assigned work shift.

23.4 FTO COMPENSATON: A supervisor shall be compensated three (3) hours of additional pay at the supervisor's current hourly rate for each shift or partial shift the supervisor is assigned to work as Field Training Officer with trainee, Community Service Officer or a CERT member. This includes initial orientation, firearms, Taser, use of force training or evaluation of the trainee.

23.5 Sergeants that are on a regular scheduled day off who attend mandatory training shall be paid for group breaks during the training and are eligible to submit per diem request for meals not provided during the training. The meal reimbursement only applies to training outside of the City of Chaska and does not apply to any meals provided by the training. To be eligible for meal reimbursement requests, the training must be five (5) hours or longer.

23.6 Mandatory training is annual mandated specific training by the Minnesota POST Board or training determined to be mandatory that is assigned by the Chief of Police, a Chaska Police Supervisor, or a Department Training Instructor.

23.7 NON- MANDATORY: A Supervisor who attends training while off-duty that is not mandatory but satisfies POST requirements or enhances or benefits job performance and training has been approved from a Department Head or his/her designee shall be compensated at straight time up to FLSA limits. A supervisor who attends a training on a regular scheduled day off shall be paid for group breaks taken during the training and are eligible to submit per diem requests for meals not provided during the training as long as the training is five hours or longer.

23.8 SCHEDULED SHIFT REPLACEMENT: A supervisor who attends a training that has been approved from a department head or his/her designee that replaces their regular scheduled normal shift, shall be compensated as stated in Article XII (HOURS OF WORK-Normal Shift) and shall be paid for group breaks taken during the training and are eligible to submit per diem request for meals not provided during the training. If a supervisor attends a training during their assigned 12-hour work shift and the training is at least (8) hours or longer, it shall be credited with working their entire assigned work shift.

23.9 MEALS

When a peace officer must stay overnight while traveling on official city business to attend professional training or conferences they are authorized and shall receive a per diem allowance for meals and incidental expenses at the daily Federal Per Diem rate authorized for the travel location. This rate can be found at: http://www.gsa.gov/portal/content/142071. Expenses exceeding authorized per diem allowances are the personal responsibility of the peace officer.

On the first and last day of travel supervisors will be reimbursed using the GSA partial day rate for the first/last day of travel. If a full day of training occurs on a travel day, the total meals and incidentals per diem rate is reimbursed.

When meals are included as part of a conference, seminar or registration fee, or provided by or paid for by third parties, supervisors must deduct those meals from the per diem reimbursement.

Lodging is not included in per diems. Supervisors should make arrangement at the preferred conference hotels when possible. Supervisors may use a p-card for lodging or can request reimbursement with an original receipt.

When peace officers are traveling on official city business to attend professional training or conferences and an overnight stay is not required, peace officers are still authorized and shall receive a per diem allowance for the particular meals required for the day though they are not authorized incidental expenses. The City of Chaska will pay a modified per diem rate per meal based on the Federal Per Diem rate authorized at the travel location and in accordance with their meal (after looking up per diem rate for location, the meal rate breakdown can be found at: http://www.gsa.gov/portal/content/101518).

Expense claims must be submitted to finance within 15 business days of return from training/conference. Although it is no longer necessary to submit receipts for meals or incidental expenses, all other claimed expenses must have appropriate documentation (lodging/airfare receipts, mileage reimbursement log or map, etc.).

Peace officers on official city business attending professional training or conferences that do not require an overnight stay shall receive a per diem allowance for the following meals (if not provided during the training or conference):

- Breakfast (if travel to the conference/training and/or the conference/training occurs prior to 7:00 a.m.)
- Lunch (if travel or the conference/training occurs during lunch)
- Dinner (if travel from the conference and/or the conference/training occurs after 6:00 p.m.)
  - The City of Chaska will pay the per diem rate per meal based on the Federal Per Diem authorized for the travel location. The meal rate breakdown can be found at http://www.gsa.gov/portal/content/101518. The per diem will be included in the employee's gross income and the appropriate taxes will be withheld if overnight travel is not required.

23.10 TRAVEL

DEFINITION: Travel time will be the actual time taken to travel by vehicle from the Chaska Police Department to the training location and back to the Chaska Police Department.

Supervisors attending any training will receive straight time for travel time as defined by 22.7. Supervisors will not receive travel time for any training occurring in the City of Chaska and/or training within 15 minutes of the Chaska Police Department. Supervisors attending scheduled shift replacement training will not be paid for travel time unless it exceeds the time of their normal work shift.

AIR TRAVEL: Any air travel time shall include: travel time to and from the airport from the Chaska Police Department; terminal and airtime; and travel time to the end destination. A supervisor shall receive straight time for air travel time. Air travel scheduled on a supervisor's normal work shift shall be considered a normal work shift.

ARTICLE 24 - NEGOTIATION MEETINGS

The UNION representative(s), or an authorized alternate, upon approval of the Department Head, may be absent from duty to attend union meetings.

For de minimis union activities, or when a union meeting is called, members shall be allowed to attend such meetings with Department Head approval, subject to calls, where police services are required and shall not count against the supervisors break time.

ARTICLE 25 – UNIFORM/EQUIPMENT/TECHNOLOGY COMPENSATION

25.1 The City of Chaska will provide required approved initial issue uniforms and equipment items to all new supervisors.

25.2 The City of Chaska will provide for all badges (including maintenance and repair), patches (police, badge, shoulder and name, name plates, insignia and/or stitching) on uniforms. All departmental purchased items will remain the property of the City of Chaska. Upon termination, separation, or retirement from employment, all initially issued items and departmental patches, insignia, and nameplates shall be returned to the City of Chaska upon request.

25.3 The City of Chaska will provide supervisors with mandated chemical defense irritant spray, reflective vests, reflective rain jackets, and two (2) body worn camera mounts, which will remain the property of the City of Chaska.

25.4 Uniform items, clothing, and equipment worn while performing police duties (including:

footwear, watches, and eye wear) which is damaged or contaminated rendering it unwearable in the line of duty by an individual that is being arrested, detained, fought with, chased or that is seized as evidence shall be replaced in whole by the City of Chaska. Any restitution will be paid to the City of Chaska. Any uniform item that is damaged as the result of wear and tear or while performing normal duties (other than described above) will be replaced at the cost to the supervisor from his/her uniform compensation.

25.5 The City of Chaska will annually provide each supervisor with an annual uniform and equipment compensation of $1701 for 2024 (3% increase) and $1752 for 2025 (3% increase), which will be paid in a regular payroll check as a lump sum consistent with IRS guidelines. Uniform allowance shall increase at the same percentage as the standard wage increase each contract year thereafter.

25.6 It is recognized by the employer and the supervisor that supervisors have unique uniform, and equipment needs above and beyond those of patrol officers. To address these additional requirements, the employer will provide the supervisors with additional annual uniform and equipment compensation of $484 for 2024 and $499 for 2025. This supervisor allowance will be paid in the same check as the normal uniform allowance. For newly appointed supervisors, this amount will be available upon successful completion of their initial probation period. The allowance shall be prorated for the remaining months in the calendar year, after probation ended.

25.7 Supervisors shall receive a monthly technology allowance of $50, intended to offset use of personal data/internet plans for work purposes, for a total of $600 annually.

25.8 Uniform/equipment, and supervisor's uniform, shall be paid on the last payday of January or soon as practical after a contract settlement, whichever comes first. All uniform/equipment and supervisor's uniform allowance once paid is considered compensation and shall not be returned to the City of Chaska.

25.9 The City of Chaska shall provide the amount as defined in Minnesota State Statute 299A.38 for the purchase of body armor for peace officers, every five years, or from when the body armor is initially purchased. The body armor shall be of a certain quality and description as the (Level 3A) body armor. An internal vest carrier shall be included with the purchase of body armor. Should the state funds for the purchase of law enforcement body armor be cancelled at any time, this agreement shall be re-opened. If agreement is not reached within 30 days of re-opening, either party may refer the issue to binding arbitration.

25.10 All supervisors are required to purchase their own duty, back up, or off duty weapon(s).

25.11 After 12 months of service and completion of probation a City Personnel Action Form will be completed, and a supervisor shall receive compensation for a monthly prorated amount of the Supervisor uniform allowance based on the end of the probation and the end of the calendar year.

ARTICLE 26 – CELL PHONE

26.1 A supervisor will be provided a cell phone and usage plan by the City of Chaska.

ARTICLE 27 - FALSE ARREST

The EMPLOYER shall provide False Arrest Insurance.

ARTICLE 28 - INJURED ON DUTY

28.1 Supervisors on an eight (8) hour work shift injured on duty will receive full pay for a maximum of 720 hours while unable to work due to such injury. Supplementary payments for the first 720 hours shall be paid by the employer. Supplementary payments from the City will be deducted from a supervisors accumulated sick leave, PPL, or vacation only after the 720 hours have expired per injury. Supervisors on a ten (10) hour work shift injured on duty will receive full pay for a maximum of 900 hours while unable to work due to such injury. Supplementary payments for the first 900 hours shall be paid by the employer. Supplementary payments from the City will be deducted from a supervisors accumulated sick leave, PPL, or vacation only after the 900 hours have expired per injury. Supervisors on a twelve (12) hour work shift injured on duty will receive full pay for a maximum of 1080 hours while unable to work due to such injury. Supplementary payments for the first 1080 hours shall be paid by the employer. Supplementary payments from the City will be deducted from a supervisors accumulated sick leave, PPL, or vacation only after the 1080 hours have expired per injury.

28.2 Any compensation payable to the supervisor under Workmen's Compensation insurance will be reported to the EMPLOYER. The EMPLOYER shall make supplementary payments to the supervisor to make up the difference between workmen's compensation and his normal rate of pay. Supplementary payments from the City will be deducted from a supervisor's accumulated sick leave or vacation only after 90 working days have expired. The employer shall pay supplementary payments for the first 90 working days.

28.3 A supervisor who claims an absence from work due to an injury sustained on the job shall provide, if requested by the EMPLOYER, a statement from the supervisor’s attending physician as to the nature of the injury.

28.4 Any supervisor who claims an absence from work due to an injury sustained on the job is subject to an examination to be made on behalf of, and paid for by, the EMPLOYER. The examination shall be conducted by a person competent to perform such, and will be designated by the EMPLOYER.

28.5 As provided for through the City of Chaska's Worker's Compensation policy coverage, treatment for exposure and/or acquiring a communicable disease directly related to work-related activities, shall be considered a work-place injury, subject to all the benefits and employee requirements listed above in this section of the agreement.

ARTICLE 29 - PEACE OFFICER LICENSE

The EMPLOYER will assume the cost of the peace officer license required by the State of Minnesota. Each supervisor is responsible for maintaining and renewing the license.

ARTICLE 30 - PROBATIONARY PERIOD

A probationary period for SUPERVISORS shall be one year from the date of promotion. If the Chief of Police does not feel a supervisor meets the expectations of a SUPERVISOR'S role during probation, they shall be assigned back immediately as a Patrol Officer. This does not affect situations where a supervisor could be terminated from employment for just cause.

ARTICLE 31 - FAMILY AND MEDICAL LEAVE ACT (FMLA)

A supervisor requesting leave under the (FMLA) shall, at the supervisor's discretion, be able to take leave from any of the accrued leave time banks provided for by this contract, however a supervisor will be limited to fifteen (15) days of sick leave use per occurrence.

Accrued leave time shall include PPL, Vacation, Sick Leave, Compensatory Time, and Floating Holiday Time.

The supervisor may request a leave of absence without pay, pursuant to the (FMLA), as well.

ARTICLE 32 – COMPENSATION

32.1 WAGES

On January 1, 2024 supervisors shall receive a 3% normal wage increase. The monthly base will be $9463.93 for 2024. On January 1, 2025 supervisors shall receive a 3% normal wage increase. The monthly base will be $9747.85 for 2025.

Newly appointed supervisors will be paid 96% of the base rate for the first six (6) months, 98% for months seven (7) through twelve (12), and 100% thereafter.

The City of Chaska and the UNION have agreed upon the following list of comparable agencies for wages: (Brooklyn Center, Champlin, Cottage Grove, Elk River, Golden Valley, Hastings, Hopkins, Inver Grove Heights, Minnetonka, Maplewood, New Brighton, Oakdale, Prior Lake, Savage, Shakopee, South St. Paul, Stillwater, and West St. Paul). The EMPLOYER and UNION agree to obtain contract adjustment percentages on July 1st, 2025, from the aforementioned agencies. An analysis will be completed to find the percent average for those contract wages (starting and top). If it is found that a 3% increase was lower than average percent calculated in 2024 and 2025, the difference will be applied to the base wages in (section 32.1) effective December 31 at 11:59 p.m. of each contract year. The Employer and Union will negotiate wage increases for the subsequent contract.

32.2 SPECIALTY PAY FOR PERMANENT ASSIGNMENTS

Those supervisors assigned to Detective Sergeant, Executive Officer (Sergeant), or other non-patrol position shall be paid 5% above the rate for which the supervisor is eligible to be paid as set forth in Article 31.1.

32.3 LONGEVITY PAY

In addition to their base pay, supervisors will receive the following additional percent of their monthly pay:

Longevity Pay	
After 4 years of service	3%
After 8 years of service	5%
After 12 years of service	7.5%
After 16 years of service	11%

32.4 TRAINING/INSTRUCTOR OFFICER PAY

On January 1st 2024 a supervisor assigned to instruct annual mandated state and/or departmental training shall receive $95 per month for a total of $1140 per year and in 2025 $100 a month for a total of $1200 per year.
Instructor pay shall increase $5 per month ($60 per year) each contract year thereafter.

32.5 SUPERVISOR DIFFERENTIAL PAY

32.6 A supervisor that works between 6 PM and 6 AM shall receive differential pay per hour for each hour worked under the following conditions:

32.7 A supervisor on a day shift schedule shall earn their normal rate of pay as defined in the contract and is not eligible for differential pay.

32.8 On January 1, 2022, the peace officer Differential Pay Rate shall be $1.00 per hour.

32.9 A supervisor on the night shift shall earn an additional $1.00 per hour for all hours worked based on the peace officer's normal rate of pay. A peace officer on the night shift shall receive differential pay until 7 AM.

32.10 A supervisor on the afternoon shift shall earn an additional $.40 cents per hour for all hours worked based on the supervisor's normal rate. The $1.00 cents per hour shall be spread out over the entire length of the shift based on the formula below.

32.11 A supervisor working an alternating/rotating schedule/shift or modified shifts between 6 PM to 6 AM not mentioned above shall receive differential pay. The $1.00 cents per hour shall be spread out over the entire length of the shift based on the formula below.

32.12 A supervisor working the afternoon shift, alternating/rotating schedule/shift or any modified shifts between 6 PM to 6 AM shall use the following differential formula for differential pay: Differential hours worked (between 6 PM to 6 AM) in a pay period times (x) $1.00 divided by 80 hours equals the supervisor's differential pay rate. Example: A peace officer has worked 32 differential hours times (x) $1.00 divided by 80 hours equals $.40 cents. The supervisor's differential pay rate is $.40 cents for all hours worked including overtime. This formula is not required for the night shift since the entire shift earns the additional differential pay of $1.00 per hour.

32.13 A supervisor that voluntarily trades a shift(s) will be eligible for differential pay based on their regularly scheduled shift they are currently working at the time.

32.14 All overtime hours worked during a pay period including court time, training time, and holidays shall be paid at the differential pay rate for what shift/schedule the supervisor is on at the time.

32.15 A supervisor scheduled to work a shift that is eligible for differential pay shall receive the differential rate/payment for an absence due to usage of vacation, compensatory, sick, PPL, or funeral leave time.

32.16 Compensatory time shall be paid at the differential pay rate that the peace officer is working based on the shift/schedule the peace officer is working at the time.

32.17 A peace officer shall be compensated in accordance with Article 31 (Compensation).

ARTICLE 33- ON CALL

33.1 SUPERVISOR MONTHLY PATROL ON CALL

A supervisor shall receive 30 hours of straight time compensation based on the supervisor's normal hourly rate for each month the supervisor is the primary on call. The time may be taken as pay or compensatory time at the supervisor's discretion. A monthly on call supervisor is expected to answer their phone or return a call as soon as possible or practical during the month they are the primary on call supervisor. No other geographical or other restrictions shall apply.

33.2 SUPERVISOR INVESTIGATOR/DETECTIVE (Detective Sergeant) ON CALL

Supervisors assigned to investigator/detective "on-call" rotation shall receive 18 hours of straight time pay or compensatory time per week (7 days) or (2.5) hours per day (except Saturday) for each day on "on-call" at the supervisor's current hourly rate at the supervisor's discretion. Each day of "on-call" shall consist of a 24-hour period of "on-call" service.

33.3 Supervisors working investigative/detective "on-call" may have another peace officer substitute and fulfill their supervisor/detective "on-call" obligations. The substituting peace officer shall be the only one that shall receive supervisor/detective "on-call" compensation.

33.4 A Supervisor working investigative/detective "on-call" on a Saturday shall receive 3 hours of straight time par or compensatory time at the Supervisor's current hourly rate, at the Supervisor's discretion.

33.5 A supervisor working investigative/detective "on-call" on a designated holiday as stated in 18.1 shall receive eight hours of straight time pay or compensatory time at the supervisor's discretion.

33.6 If a supervisor/detective "on-call" supervisor is requested to return to duty, that supervisor shall be compensated in accordance with article 15.

ARTICLE 34-WORK OUT ON DUTY

34.1 The Chaska Police Department will implement a work schedule that provides time for a supervisor to exercise during their schedule shifts, subject to the needs of the police department. The scheduled exercise time may be suspended for one or more supervisors, with just cause. A Supervisor may utilize work out on duty as long as the peace officer works 50% of their assigned scheduled shift.

ARTICLE 35 - DURATION

This AGREEMENT shall be effective as of the 1st day of January 2024, and shall remain in full force and effect until the 31st day of December, 2025 and shall automatically renew from year to year unless either party give notice of their desire to modify or amend this agreement.

IN WITNESS THEREOF, the parties hereto have executed this AGREEMENT on this _____ day of ____________, 2023.

FOR (THE CITY 0F CHASKA)

____
City Administrator **Matt Podhradsky**

Date_______________

FOR (The UNION)

____
Union Stwd **Sgt. Jamie Personius**

Date ______________

____
Union Stwd **Sgt. Kyle Gibbons**

Date______________

____
LELS Business Agent
Sean McKnight

Date______________

REQUEST FOR ACTION
CHASKA CITY COUNCIL
02/05/2024

Subject: **Consider 2024 Employee Pay Classification, Salary Adjustment Rate Chart**

Prepared By: Beth Wacholz, HR Manager

Background

Since 1980, the city has had a Performance Pay Plan for its non-union employees. Under this plan, employees are compensated based on their individual performance within an established salary range for their positions. Implementation of the Plan requires an annual review and update of the compensation ranges for the non-union positions.

One of two elements of the Performance Pay Plan is the Pay Classification Plan, which was adopted in 2017 primarily to comply with State-mandated comparable worth.

The adopted Pay Classification Plan is based on the following elements:

A. All positions are classified based on an internal comparison study. Based on this study, compensation ranges were established.

B. The compensation ranges for each position were compared to the average pay rate of each position in other metropolitan communities of similar size to Chaska. The City policy is that individual position rates would not be twenty percent (20%) higher or twenty percent (20%) lower than the average of the comparison cities.

C. An inflation factor adjusts compensation ranges annually to reflect the cost of living and other market adjustments.

D. Compensation ranges are adjusted to ensure compliance with pay equity standards set by MN Statute 471.991-999 and MN Rules Chapter 3920.

Non-Union Salaries

Pay Classification COLA Information (Non-Union)

Every year, staff adjusts the Pay Classification Plan with the inflation factor and then compares the plan with other metro cities of similar size. To adjust for market changes from 2023 to 2024, staff recommends a 3.0% cost of living increase in the compensation ranges, consistent with the proposed Police Officer and Sergeant 2024-2025 union contracts.

Salary Adjustment Rate Chart
Implementation of the non-union Pay Classification Plan also requires the Council to adopt the attached Salary Adjustment Rate Chart. This chart aims to identify salary adjustments for individual employees based on their relative location within the salary ranges and annual performance. This Salary Adjustment Rate Chart defines the potential range of salary increases through the Performance Pay Plan. The highest performing employees are incentivized by earning higher pay increases, while those performing at lower levels earn lower pay increases. Notably, this plan makes salary adjustments throughout the year on anniversary dates based on performance evaluations. They are not made across the board on January 1 of the calendar year.

The proposed 2024 Salary Adjustment Rate is identical to previous years, with potential performance-based increases ranging from 0% to 5.0%. Except for employees already at the maximum pay level according to their pay grade. The range reflected in the recommended plan will allow employees exceeding expectations to move forward in the Pay Classification Plan, similar to unionized employees who receive step/longevity increases in addition to the cost of living. Conversely, employees who are not performing at satisfactory levels will not progress as quickly through the pay range within the pay grade.

Recommendation
Staff recommends adopting the 2024 Pay Classification Plan and the attached 2024 Salary Adjustment Rate Chart.

CITY COUNCIL ACTION REQUESTED
Motion to approve the 2024 Pay Classification Plan and 2024 Salary Adjustment Chart.

CITY OF CHASKA

2024 SALARY ADJUSTMENT GUIDE

SUMMARY EVALUATION OF OVERALL PERFORMANCE	SALARY REVIEW ADJUSTMENTS*		
	ZONE C**	ZONE B	ZONE A
Not Meeting Expectations. Quality of performance or service is not adequate. Little or no improvement has been demonstrated after discussions about poor performance.***	0%	0%	0%
Building Satisfactory Performance. Generally meets most requirements but struggles to fully meet them all. Inconsistent performance. May be working towards building a higher level of performance after not meeting expectations.	2.5%	3.0%	0%
Meets Expectations. Considered to be a qualified, solid performer. Contributes to department's goals. While minor deviations may occur, the overall performance meets expectations and position requirements.	3.0%	3.5%	3.5%
Exceeds Expectations. Accomplishments are regularly above expected level's performance requirements. Demonstrates a high level of effort and effectiveness.	4.0%	4.5%	4.0%
Exceptional Performance. Consistently at a level beyond expectations in all areas of performance. Extraordinary work that stands out. Sets a new standard of service and effort.	4.5%	5.0%	4.5%

*Employees shall never be compensated beyond the maximum amount in their pay range.

**Individuals in Zone C are eligible for performance reviews every six months, and the salary adjustment percentages under the Zone C category reflect the range of adjustments at the six-month intervals. Zones B and A are eligible for performance reviews every twelve months.

***Before assigning this rating, speak to Human Resources.

CITY OF CHASKA 2024 FT PAY STRUCTURE

Grade	Job Title	HOURLY						
		Zone C		Zone B			Zone A	
		Minimum			Midpoint			Maximum
5	Administrative Assistant I	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Greenskeeper I	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
6	Facility Specialist I	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Customer Service Representative	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
7	Administration Clerk I	$20.30	$22.84	$22.85	$25.37	$27.91	$27.92	$30.45
7	Facility Specialist II	$20.30	$22.84	$22.85	$25.37	$27.91	$27.92	$30.45
8	Administrative Assistant II	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Building Maintenance I	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Permit Technician	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Public Works Maintenance I	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Utility Account Clerk	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Water & Sewer Maintenance I	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
9	Accounting Clerk	$23.67	$26.63	$26.64	$29.59	$32.55	$32.56	$35.51
9	Accounts Payable Clerk	$23.67	$26.63	$26.64	$29.59	$32.55	$32.56	$35.51
9	Administration Clerk II	$23.67	$26.63	$26.64	$29.59	$32.55	$32.56	$35.51
9	Guest Services Coordinator	$23.67	$26.63	$26.64	$29.59	$32.55	$32.56	$35.51
9	Police Records Technician	$23.67	$26.63	$26.64	$29.59	$32.55	$32.56	$35.51
10	Facility Specialist III	$25.45	$28.63	$28.64	$31.81	$35.00	$35.01	$38.18
10	Facility Maintenance Coordinator	$25.45	$28.63	$28.64	$31.81	$35.00	$35.01	$38.18
10	Municipal Services Inventory/Accounting Clerk	$25.45	$28.63	$28.64	$31.81	$35.00	$35.01	$38.18
10	Senior Accounting Clerk	$25.45	$28.63	$28.64	$31.81	$35.00	$35.01	$38.18
11	Assistant to the Director	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
11	Building Inspector I/ Sump Pump Inspector	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
11	Building Maintenance II	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
11	Communications Coordinator	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
11	Fitness & Operations Coordinator	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
11	IT Technician	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
11	Public Works Maintenance II	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
11	Recreation Coordinator	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
11	Utility Billing Clerk	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
11	Water & Sewer Maintenance II	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
12	Aquatics & Operations Coordinator	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
12	Assistant Golf Professional	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
12	Building Inspector I	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
12	Community Service Officer	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
12	Curling & Event Center Coordinator	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
12	Firefighter/Administrative Assistant	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
12	Firefighter-Inspector	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
12	Greenskeeper III	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
12	Mechanic	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
12	Public Works Maintenance III	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
12	Resource & Event Services Supervisor	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
12	Water & Sewer Maintenance III	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
13	Accountant I	$31.32	$35.24	$35.25	$39.15	$43.07	$43.08	$46.98
13	Assistant Utility Billing Coordinator	$31.32	$35.24	$35.25	$39.15	$43.07	$43.08	$46.98
13	Building Maintenance III	$31.32	$35.24	$35.25	$39.15	$43.07	$43.08	$46.98
13	Curling & Event Center Supervisor	$31.32	$35.24	$35.25	$39.15	$43.07	$43.08	$46.98
14	Accountant II	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Apprentice Line Worker	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Building Inspector II	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Building Maintenance Lead	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Desktop Support Analyst	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Facility Maintenance Supervisor	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Fitness Supervisor	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Guest Services Supervisor	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Head Ice Maker/Facility Supervisor	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Human Resources Generalist	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Ice Arena Supervisor	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Municipal Services Office Manager	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Office Manager - Police	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Park Lead	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Payroll Professional	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Recreation Supervisor-AOA	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Recreation Supervisor-Athletics	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Recreation Supervisor-Community Events	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Recreation Supervisor-Youth	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
14	Street Lead	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27
15	City Planner	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79

CITY OF CHASKA 2024 FT PAY STRUCTURE

		HOURLY						
		Zone C		Zone B			Zone A	
Grade	Job Title	Minimum			Midpoint			Maximum
15	Community Partnership Specialist	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	Community Service Manager	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	Economic Development Coordinator	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	Journeyman Line Worker	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	Marketing Manager	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	Network Systems Administrator	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	Patrol Officer	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	Police Detective	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	School Resource Officer	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	Senior Accountant	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	Senior Engineering Technician	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	Utility Billing Coordinator	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
15	Water and Sewer Lead	$35.86	$40.34	$40.35	$44.82	$49.31	$49.32	$53.79
16	Aquatics Supervisor	$38.37	$43.17	$43.18	$47.96	$52.76	$52.77	$57.56
16	Assistant Building Official	$38.37	$43.17	$43.18	$47.96	$52.76	$52.77	$57.56
16	Customer Relations Supervisor	$38.37	$43.17	$43.18	$47.96	$52.76	$52.77	$57.56
16	Golf Course Superintendent	$38.37	$43.17	$43.18	$47.96	$52.76	$52.77	$57.56
16	Park Foreman	$38.37	$43.17	$43.18	$47.96	$52.76	$52.77	$57.56
16	Street Foreman	$38.37	$43.17	$43.18	$47.96	$52.76	$52.77	$57.56
16	Water Resources Coordinator	$38.37	$43.17	$43.18	$47.96	$52.76	$52.77	$57.56
17	Assistant City Engineer	$40.96	$46.08	$46.09	$51.20	$56.32	$56.33	$61.44
17	Assistant Public Works Director	$40.96	$46.08	$46.09	$51.20	$56.32	$56.33	$61.44
17	Building Maintenance Foreman	$40.96	$46.08	$46.09	$51.20	$56.32	$56.33	$61.44
17	Community Center Manager	$40.96	$46.08	$46.09	$51.20	$56.32	$56.33	$61.44
17	Curling & Event Center Manager	$40.96	$46.08	$46.09	$51.20	$56.32	$56.33	$61.44
17	Detective Sergeant	$40.96	$46.08	$46.09	$51.20	$56.32	$56.33	$61.44
17	Lead Line Worker	$40.96	$46.08	$46.09	$51.20	$56.32	$56.33	$61.44
17	Patrol Sergeant	$40.96	$46.08	$46.09	$51.20	$56.32	$56.33	$61.44
17	Recreation Program Manager	$40.96	$46.08	$46.09	$51.20	$56.32	$56.33	$61.44
17	Senior Administration Clerk	$40.96	$46.08	$46.09	$51.20	$56.32	$56.33	$61.44
17	Water and Sewer Foreman	$40.96	$46.08	$46.09	$51.20	$56.32	$56.33	$61.44
18	Assistant Fire Chief of Training	$43.73	$49.20	$49.21	$54.66	$60.13	$60.14	$65.60
18	Assistant Controller	$43.73	$49.20	$49.21	$54.66	$60.13	$60.14	$65.60
18	Building Official	$43.73	$49.20	$49.21	$54.66	$60.13	$60.14	$65.60
18	Fire Marshal/Assistant Chief	$43.73	$49.20	$49.21	$54.66	$60.13	$60.14	$65.60
18	Lieutenant	$43.73	$49.20	$49.21	$54.66	$60.13	$60.14	$65.60
18	Mechanic Foreman	$43.73	$49.20	$49.21	$54.66	$60.13	$60.14	$65.60
19	Controller	$46.68	$52.52	$52.53	$58.35	$64.19	$64.20	$70.02
19	Line Worker Foreman	$46.68	$52.52	$52.53	$58.35	$64.19	$64.20	$70.02
20	Assistant Electric Director	$49.83	$56.06	$56.07	$62.29	$68.52	$68.53	$74.75
20	Community Engagement Manager	$49.83	$56.06	$56.07	$62.29	$68.52	$68.53	$74.75
20	Deputy Police Chief	$49.83	$56.06	$56.07	$62.29	$68.52	$68.53	$74.75
20	Finance Division Director	$49.83	$56.06	$56.07	$62.29	$68.52	$68.53	$74.75
20	Head Golf Professional	$49.83	$56.06	$56.07	$62.29	$68.52	$68.53	$74.75
20	Human Resources Manager	$49.83	$56.06	$56.07	$62.29	$68.52	$68.53	$74.75
20	Information Technology Manager	$49.83	$56.06	$56.07	$62.29	$68.52	$68.53	$74.75
20	Line Superintendent	$49.83	$56.06	$56.07	$62.29	$68.52	$68.53	$74.75
21	Assistant City Administrator	$52.82	$59.43	$59.44	$66.03	$72.63	$72.64	$79.23
21	Community Development Director	$52.82	$59.43	$59.44	$66.03	$72.63	$72.64	$79.23
21	Parks & Recreation Director	$52.82	$59.43	$59.44	$66.03	$72.63	$72.64	$79.23
21	Fire Chief	$52.82	$59.43	$59.44	$66.03	$72.63	$72.64	$79.23
21	Public Works Director	$52.82	$59.43	$59.44	$66.03	$72.63	$72.64	$79.23
21	Water and Sewer Director	$52.82	$59.43	$59.44	$66.03	$72.63	$72.64	$79.23
22	Chief of Police	$55.99	$62.99	$63.00	$69.99	$76.99	$77.00	$83.99
22	City Engineer	$55.99	$62.99	$63.00	$69.99	$76.99	$77.00	$83.99
22	Electric Director	$55.99	$62.99	$63.00	$69.99	$76.99	$77.00	$83.99
23	Administrative Services Director	$59.35	$66.77	$66.78	$74.19	$81.61	$81.62	$89.03
26	City Administrator	$70.69	$79.53	$79.54	$88.36	$97.20	$97.21	$106.04

CITY OF CHASKA 2024 PAY STRUCTURE - PART TIME JOBS

Grade	Job Title	HOURLY						
		Zone C		Zone B			Zone A	
		Minimum			Midpoint			Maximum
2	Indoor Rink Attendant	$13.31	$14.98	$14.99	$16.64	$18.31	$18.32	$19.97
2	Outdoor Rink Attendant	$13.31	$14.98	$14.99	$16.64	$18.31	$18.32	$19.97
2	Special Events Assistant	$13.31	$14.98	$14.99	$16.64	$18.31	$18.32	$19.97
3	Concession Stand Attendant	$14.51	$16.33	$16.34	$18.14	$19.96	$19.97	$21.77
3	Custodian - Town Course	$14.51	$16.33	$16.34	$18.14	$19.96	$19.97	$21.77
3	Office Support - Curling Center	$14.51	$16.33	$16.34	$18.14	$19.96	$19.97	$21.77
4	Concession Stand Lead	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Day Care Assistant	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Extreme Kids Summer Staff	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Facility Attendant	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Golf Cart Attendant	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Guest Services Representative	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Lifeguard - Beach/Pool	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Preschool Sports Instructor	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	PT Custodial Maintenance - Curling Center	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Recreation Assistant	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Seasonal Electric Worker	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Seasonal Golf Course Laborer I	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Seasonal Public Works I	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Starter/ Ranger	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Swim Instructor Aide/ WSI-A	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Treks & Trails Preschool Aide	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
4	Vending Staff	$15.82	$17.80	$17.81	$19.77	$21.75	$21.76	$23.73
5	Adaptive Activity Assistant	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Art Instructor	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Assistant Ice Maker	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Curling Instructor Assistant	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Event Center Monitor	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Golf Shop Attendant	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Gymnastics Coach	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Daytime Lifeguard	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Head Lifeguard Beach/Pool	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Seasonal Golf Course Laborer II	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Seasonal Public Works II	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Tot Time Lead	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
5	Treks & Trails Preschool Assistant	$17.24	$19.40	$19.41	$21.55	$23.71	$23.72	$25.86
6	American Red Cross Instructor	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Aquatics Lead	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Beach Lead	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Curling Instructor	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Customer Service Representative	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Extreme Kids Activity Leader	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Junior Curling Instructor	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Lead Golf Cart Attendant	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Lifeguard Instructor	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Seasonal Equipment Operator	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Seasonal Public Works III	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Swim Instructor	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Treks & Trails Music Teacher	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Treks & Trails Spanish Teacher	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
6	Video Production Assistant	$18.79	$21.14	$21.15	$23.49	$25.84	$25.85	$28.19
7	Firefighter (Paid On-Call/Volunteer)	$20.30	$22.84	$22.85	$25.37	$27.91	$27.92	$30.45
7	Gymnastics Coordinator	$20.30	$22.84	$22.85	$25.37	$27.91	$27.92	$30.45
7	Lead Ice Assistant - Curling	$20.30	$22.84	$22.85	$25.37	$27.91	$27.92	$30.45
7	Preschool Sports Coordinator	$20.30	$22.84	$22.85	$25.37	$27.91	$27.92	$30.45
7	Recreation Assistant - AOA	$20.30	$22.84	$22.85	$25.37	$27.91	$27.92	$30.45
8	CSO Intern	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Evidence Clerk	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Facility Attendant Lead	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Firefighter - FAO	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Groundworker	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Group Fitness Instructor	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Guest Services Lead - Community Center	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Guest Services Lead - Curling & Events	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Recreation Lead - Adaptive Programs	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88

Grade	Job Title	HOURLY						
		Zone C		Zone B			Zone A	
		Minimum			Midpoint			Maximum
8	Seasonal Public Works Lead	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
8	Water Fitness Instructor	$21.92	$24.66	$24.67	$27.40	$30.14	$30.15	$32.88
9	Day Care Coordinator	$23.67	$26.63	$26.64	$29.59	$32.55	$32.56	$35.51
9	Firefighter - FAO - Right Front Seat	$23.67	$26.63	$26.64	$29.59	$32.55	$32.56	$35.51
9	Police Records Technician	$23.67	$26.63	$26.64	$29.59	$32.55	$32.56	$35.51
9	Specialty Group Fitness Instructor	$23.67	$26.63	$26.64	$29.59	$32.55	$32.56	$35.51
9	Treks & Trails Lead Teacher	$23.67	$26.63	$26.64	$29.59	$32.55	$32.56	$35.51
10	Health & Wellness Coach	$25.45	$28.63	$28.64	$31.81	$35.00	$35.01	$38.18
10	Personal Trainer	$25.45	$28.63	$28.64	$31.81	$35.00	$35.01	$38.18
11	Fire Captain (Paid On-Call/Volunteer)	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
11	Sports Official-Ice Hockey	$27.36	$30.78	$30.79	$34.20	$37.62	$37.63	$41.04
12	Treks & Trails Coordinator	$29.27	$32.93	$32.94	$36.59	$40.25	$40.26	$43.91
14	Assistant Fire Chief of Operations	$33.51	$37.70	$37.71	$41.89	$46.08	$46.09	$50.27

REQUEST FOR ACTION
CHASKA CITY COUNCIL
2/5/2024

Subject: Authorize Use of Eminent Domain for Minnesota River Bluffs Regional Trail – Chaska Connection

Prepared By: Matt Clark, City Engineer

The City, as the lead agency, is in the final design phase of a regional trail project called the "Minnesota River Bluffs Regional Trail – Chaska Connection". The two-mile segment of trail is planned to fill an existing gap in the MN River Bluffs Regional Trail through downtown via the Highway 41 underpass. City Council previously authorized final plans and specifications and approved the proposal for professional services from Bolton & Menk on May 15, 2023 and authorized property acquisition for three parcels to proceed on September 18, 2023.

The City authorized eminent domain action against a portion of one parcel by Resolution 2023-95. Subsequent to that authorization, City staff determined that in order to preserve compliance with the City Code for the remnant parcel, the property interests taken by eminent domain should be adjusted. The new layout would take a permanent easement over the portion of the property which lies along Stoughton Avenue, to ensure that the remnants of the parcel will retain street frontage, where the prior resolution authorizes taking that portion of the parcel in fee. City staff have determined that an easement over that section is adequate for the City's purposes in that section.

Staff intends to continue negotiations with the property owner to acquire the parcel by purchase rather than through eminent domain proceedings. However, to ensure that this key parcel is acquired before the federal deadline related to the project, City staff recommends authorizing the initiation of eminent domain proceedings and a quick take notice for the United Sugars parcel. Minnesota River Bluffs Regional Trail – Chaska Connection.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Resolution No. 2024-11 to authorize city staff to initiate eminent domain proceedings for the affected property owner for the Minnesota River Bluffs Regional Trail – Chaska Connection.

CITY OF CHASKA

CARVER COUNTY, MINNESOTA

<u>RESOLUTION</u>

DATE ________February 5, 2024________RESOLUTION NO. ________2024-11_______ ___

MOTION BY COUNCILMEMBER_________SECOND BY COUNCILMEMBER___________

A Resolution Authorizing the Commencement of Eminent Domain to Acquire Fee Title Over Certain Property Described Herein

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WHEREAS, the City of Chaska (the "**City**") desires to construct trail infrastructure improvements lying generally along the former Chicago and Northwestern Railway Company right-of-way within the City limits (the "**Project**"), in cooperation with Carver County and the Carver County Regional Rail Authority; and

WHEREAS, the Project will coordinate and integrate the trail system in the City of Chaska with those owned and maintained by Carver County, the Carver County Regional Rail Authority, and other public trails organized by the Metropolitan Council as part of the Minnesota River Bluffs Regional Trail; and

WHEREAS, the City anticipates commencing work in the spring of 2024; and

WHEREAS, the City Engineer has completed the engineering review required for the Project and, as part of such work, has determined one parcel needs to be acquired in fee and various easements need to be acquired; and

WHEREAS, the parcel which needs to be acquired in fee and those easements needed, have been appraised in conformance with the Minnesota Statute, and appraisals and offers for acquisition previously authorized by the Chaska City Council have been made to the affected property owners; and

WHEREAS, at this point and time, there is one parcel which must be acquired in part, leaving a remnant to the owner. This parcel must be acquired partly in fee and in part with a permanent easement. The City has not yet able to come to terms with the property owner, United Sugar Producers and Refiners Cooperative; and

WHEREAS, the acquisition in fee and acquisition of easements over that certain parcel are appropriate and necessary for a public purpose because it is an integral component of the Project's development of the Minnesota River Bluffs Regional Trail, which is a public trail.

WHEREAS, the City has authorized Wilson Professional Services to negotiate with the various property owners the acquisition in fee title and easements required. Wilson Professional Services has provided notice and an opportunity of the affected property owner to meet with the Appraiser and has provided the property owner with a copy of the City's appraisal; and

WHEREAS, the City will comply with all appraisal and negotiation requirements in Minnesota Statute 117.036 and negotiations have been ongoing; and

WHEREAS, no final agreement presently exists between the City and the owner of the parcel described in EXHIBITS A, B, and C attached hereto; and

WHEREAS, the City previously authorized eminent domain proceedings to take the parcel by eminent domain on December 4, 2023 by Resolution 2023-94; and

WHEREAS, City staff have since determined that in order to preserve access and ensure the remnant parcel complies with the City Code after the taking, the City must adjust the interests which the Council authorized taking by eminent domain in its December 4 resolution, and that the City's project can be completed with the adjustment.

NOW, THEREFORE BE IT RESOLVED as follows:

A. The recitals above are hereby adopted as findings of fact.
B. Resolution 2023-94 is modified and amended by this Resolution.
C. The City finds and declares the Project is a valid public project with a valid public purpose.
D. A viable and requisite public purpose exists for the acquisition of the United Sugars Parcel.
E. That the real property interests identified on EXHIBITS A, B, and C and attached hereto and incorporated herein are necessary for the Project and must be obtained before the filing of an award by court-appointed commissioners.
F. That in the judgement of the City, the acquisition shown on EXHIBITS A, B, and C will further the public health, safety, and welfare, and will be undertaken in accordance with Minnesota Statutes.
G. That the City is a statutory city under Minnesota law and has authority to acquire property by condemnation.
H. The City may, upon compliance with statutory prerequisites including, but not limited to, good faith negotiation, commence Eminent Domain proceedings to acquire the property shown on EXHIBITS A, B, and C attached hereto and incorporated herein.
I. The City shall comply with all appraisal and negotiation requirements and other conditions precedent to Eminent Domain.
J. The City Staff and the City Attorney are authorized and empowered to file Statutory Quick Take Notices for all the acquisitions set forth on EXHIBITS A, B, and C.
K. The City Attorney is authorized to file the necessary petition to initiate Eminent Domain proceedings and to prosecute such action to a successful conclusion or until it is abandoned, dismissed, or terminated by the City or a court.
L. City staff are authorized to obtain updated appraisals for the parcel shown on EXHIBITS A, B, and C as necessary and to reimburse the owner of the property up to the statutory maximum to obtain an independent appraisal of the property within 30 days of the owner's submission of a copy of the appraisal and the invoice for such appraisal to the City.
M. City Staff and the City Attorney are authorized to continue to negotiate with the

owner for the purchase of the real property interests necessary for the project, subject to approval by the Council.

Adopted by the City Council of the City of Chaska on this 5th day of February, 2024.

____
Mark Windschitl, Mayor

Attest:__________________________
Deputy Clerk

EXHIBIT A

PROPOSED ACQUISITION

That part of the herein described Parcel A, lying westerly of a Line described as follows:

Commencing at the southeasterly corner of said Lot 10; thence southwesterly, on an assumed bearing of South 59 degrees 00 minutes 08 seconds West, along the southerly line of said Stoughton's Addition to Chaska, a distance of 177.96 feet to the point of beginning of the Line to be described; thence North 33 degrees 07 minutes 04 seconds West, a distance of 146.69 feet, to the northerly line of said Lot 8, said Line there terminating.

PARCEL A

(Per Ownership and Encumbrance Report by Title Mark, File No. 2320236-OE, April 12, 2023 at 8:00 A.M.)

That portion of Lot Four (4) of Stoughton's Addition to Chaska, Carver County, Minnesota, described as follows:

Commencing at the Northeast corner of Lot 4, running thence Westerly along the North line of said Lot 65 feet; thence in an Easterly direction to a point on the East line of said Lot 4, which point is Southerly 20 feet from the place of beginning, thence Northerly on said East line of said Lot 5, 20 feet to the place of beginning, according to the plat thereof on file and of record in the office of the Register of Deed in and for Carver County, Minnesota;

AND

All of Lots Five (5) and Six (6) of Stoughton's Addition to Chaska, Carver County, Minnesota, less that part of said Lots 5 and 6 lying South of the Minneapolis and St. Louis Railroad Company right-of-way for its lead track to the factory of American Crystal Sugar Company;

AND

Lot Seven (7) of Stoughton's Addition to Chaska, Carver County, Minnesota, less the West 12 feet of the part of Lot 7 of Stoughton's Addition to the city of Chaska lying South of the Minneapolis and St. Louis Railroad Company right-of-way for its lead track to the factory of American Crystal Sugar Company;

AND

All of Lots Eight (8), Nine (9) and Ten (10) of Stoughton's Addition to Chaska, Carver County, Minnesota.

SURVEYOR'S CERTIFICATION

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

Timothy L. Sorenson

Timothy L. Sorenson
License Number 48087

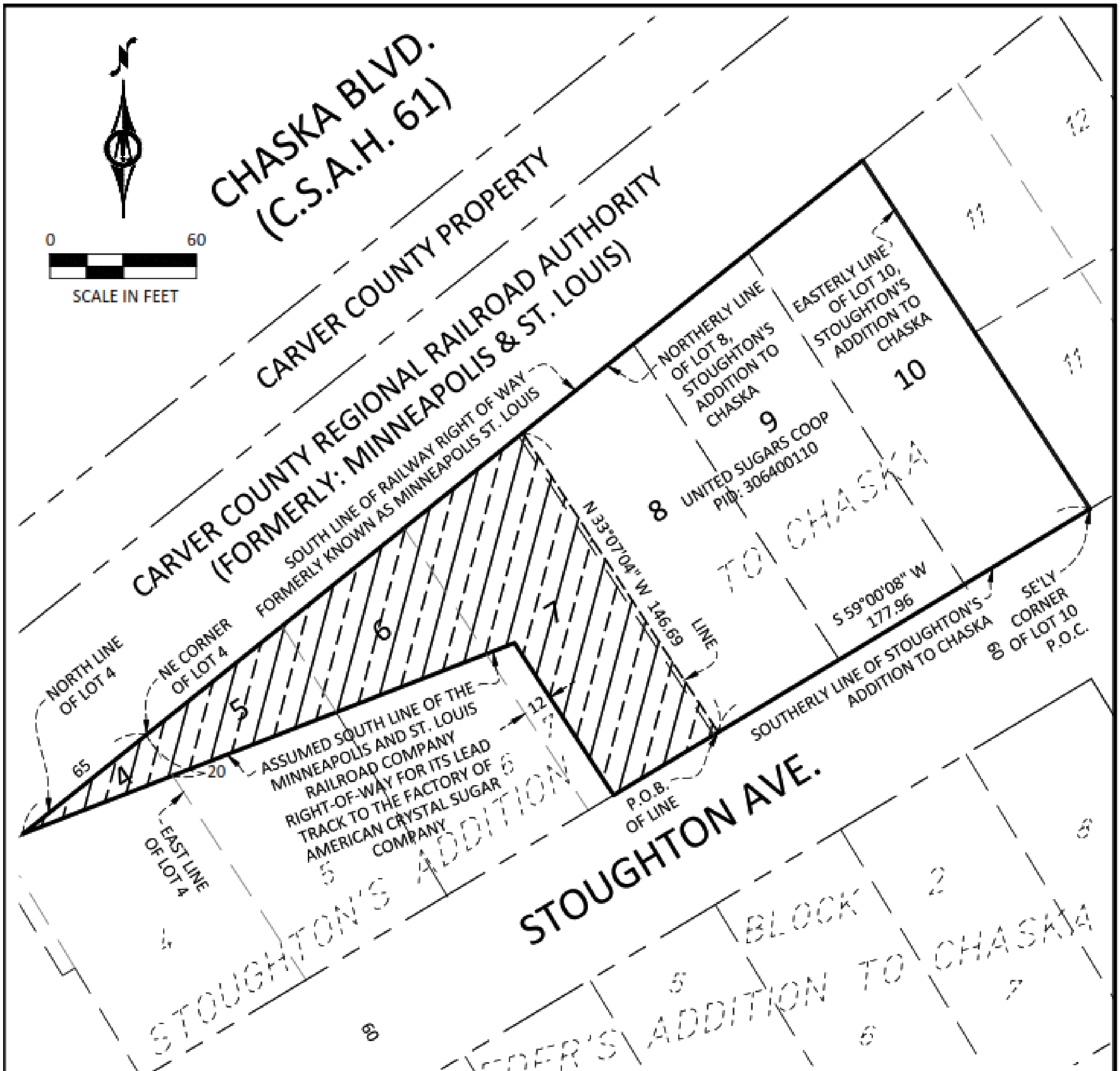
1/24/2024
Date

ACQUISITION EXHIBIT
CHASKA, MN 55318

BOLTON & MENK
2638 SHADOW LANE, SUITE 200
CHASKA, MINNESOTA 55318
(952) 448-8838

PART OF:
LOTS 4, 5, 6, 7, 8, 9, 10
STOUGHTON'S ADDITION TO CHASKA
CARVER COUNTY, MN
FOR: CITY OF CHASKA

City of Chaska



SURVEYOR'S CERTIFICATION

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

Timothy L. Sorenson

1/24/2024
Date

Timothy L. Sorenson
License Number 48087

P.O.B.	POINT OF BEGINNING
P.O.C.	POINT OF COMMENCMENT
	PROPOSED ACQUISITION (14,087 SQ. FT.)

ACQUISITION EXHIBIT

CHASKA, MN 55318

BOLTON & MENK

2638 SHADOW LANE, SUITE 200
CHASKA, MINNESOTA 55318
(952) 448-8838

PART OF:
LOTS 4, 5, 6, 7, 8, 9, 10
STOUGHTON'S ADDITION TO CHASKA
CARVER COUNTY, MN
FOR: CITY OF CHASKA

City of Chaska

EXHIBIT B

PROPOSED EASEMENT DESCRIPTION

A perpetual easement for trail, drainage and utility purposes over, under and across that part of the herein described Parcel A, lying southerly and easterly of a Line described as follows:

Commencing at the southeasterly corner of said Lot 10; thence northwesterly, on an assumed bearing of North 33 degrees 07 minutes 04 seconds West, along the easterly line of said Lot 10, a distance of 15.01 feet to the point of beginning of the Line to be described; thence South 59 degrees 00 minutes 08 seconds West, a distance of 177.96 feet; thence South 33 degrees 07 minutes 04 seconds East, a distance of 15.01 feet, to the southerly line of said Stoughton's Addition to Chaska, said Line there terminating.

PARCEL A

(Per Ownership and Encumbrance Report by Title Mark, File No. 2320236-OE, April 12, 2023 at 8:00 A.M.)

That portion of Lot Four (4) of Stoughton's Addition to Chaska, Carver County, Minnesota, described as follows:

Commencing at the Northeast corner of Lot 4, running thence Westerly along the North line of said Lot 65 feet; thence in an Easterly direction to a point on the East line of said Lot 4, which point is Southerly 20 feet from the place of beginning, thence Northerly on said East line of said Lot 5, 20 feet to the place of beginning, according to the plat thereof on file and of record in the office of the Register of Deed in and for Carver County, Minnesota;

AND

All of Lots Five (5) and Six (6) of Stoughton's Addition to Chaska, Carver County, Minnesota, less that part of said Lots 5 and 6 lying South of the Minneapolis and St. Louis Railroad Company right-of-way for its lead track to the factory of American Crystal Sugar Company;

AND

Lot Seven (7) of Stoughton's Addition to Chaska, Carver County, Minnesota, less the West 12 feet of the part of Lot 7 of Stoughton's Addition to the city of Chaska lying South of the Minneapolis and St. Louis Railroad Company right-of-way for its lead track to the factory of American Crystal Sugar Company;

AND

All of Lots Eight (8), Nine (9) and Ten (10) of Stoughton's Addition to Chaska, Carver County, Minnesota.

SURVEYOR'S CERTIFICATION

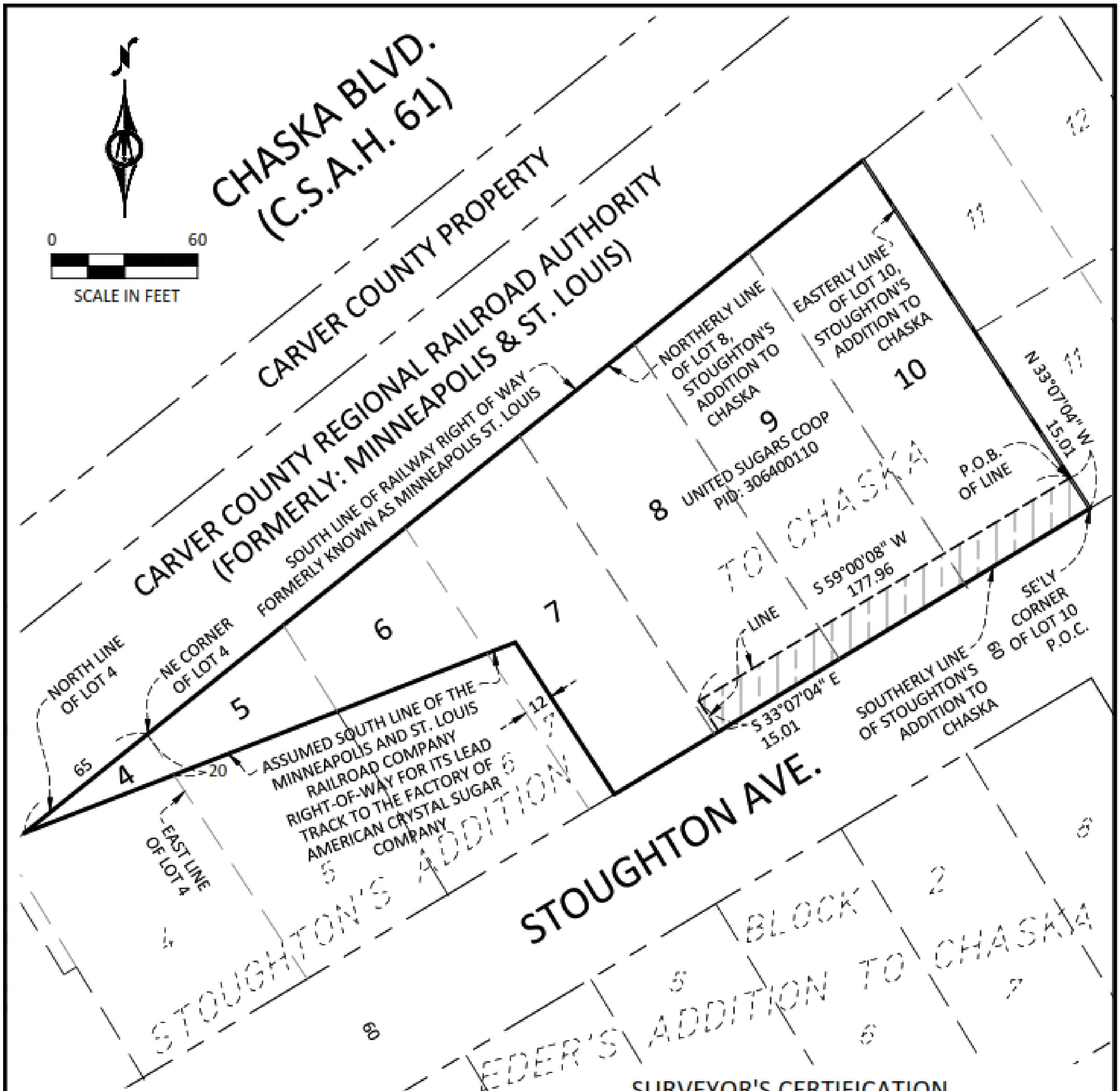
I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Timothy L. Sorenson

Timothy L. Sorenson
License Number 48087

1/24/2024
Date

EASEMENT EXHIBIT CHASKA, MN 55318	PART OF: LOTS 4, 5, 6, 7, 8, 9, 10 STOUGHTON'S ADDITION TO CHASKA CARVER COUNTY, MN FOR: CITY OF CHASKA
BOLTON & MENK — 2638 SHADOW LANE, SUITE 200 CHASKA, MINNESOTA 55318 (952) 448-8838	City of Chaska



P.O.B. POINT OF BEGINNING
P.O.C. POINT OF COMMENCMENT

PROPOSED TRAIL, DRAINAGE & UTILITY EASEMENT (2,669 SQ. FT.)

SURVEYOR'S CERTIFICATION

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

Timothy L. Sorenson

Timothy L. Sorenson
License Number 48087

1/24/2024
Date

EASEMENT EXHIBIT
CHASKA, MN 55318

BOLTON & MENK
2638 SHADOW LANE, SUITE 200
CHASKA, MINNESOTA 55318
(952) 448-8838

PART OF:
LOTS 4, 5, 6, 7, 8, 9, 10
STOUGHTON'S ADDITION TO CHASKA
CARVER COUNTY, MN
FOR: CITY OF CHASKA

City of Chaska

Exhibit C

PROPOSED TEMPORARY EASEMENT

A 10.00 foot temporary easement for construction over, under and across the herein described parcel A, being 10.00 feet to the right of the following described line:

Commencing at the southeasterly corner of said Lot 10; thence northwesterly, on an assumed bearing of North 33 degrees 07 minutes 04 seconds West, along the easterly line of said Lot 10, a distance of 15.01 feet to the point of beginning of the Line to be described; thence South 59 degrees 00 minutes 08 seconds West, a distance of 177.96 feet, said Line there terminating.

PARCEL A

(Per Ownership and Encumbrance Report by Title Mark, File No. 2320236-OE, April 12, 2023 at 8:00 A.M.)

That portion of Lot Four (4) of Stoughton's Addition to Chaska, Carver County, Minnesota, described as follows:

Commencing at the Northeast corner of Lot 4, running thence Westerly along the North line of said Lot 65 feet; thence in an Easterly direction to a point on the East line of said Lot 4, which point is Southerly 20 feet from the place of beginning, thence Northerly on said East line of said Lot 5, 20 feet to the place of beginning, according to the plat thereof on file and of record in the office of the Register of Deed in and for Carver County, Minnesota;

AND

All of Lots Five (5) and Six (6) of Stoughton's Addition to Chaska, Carver County, Minnesota, less that part of said Lots 5 and 6 lying South of the Minneapolis and St. Louis Railroad Company right-of-way for its lead track to the factory of American Crystal Sugar Company;

AND

Lot Seven (7) of Stoughton's Addition to Chaska, Carver County, Minnesota, less the West 12 feet of the part of Lot 7 of Stoughton's Addition to the city of Chaska lying South of the Minneapolis and St. Louis Railroad Company right-of-way for its lead track to the factory of American Crystal Sugar Company;

AND

All of Lots Eight (8), Nine (9) and Ten (10) of Stoughton's Addition to Chaska, Carver County, Minnesota.

SURVEYOR'S CERTIFICATION

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

Timothy L. Sorenson (signature)

Timothy L. Sorenson
License Number 48087

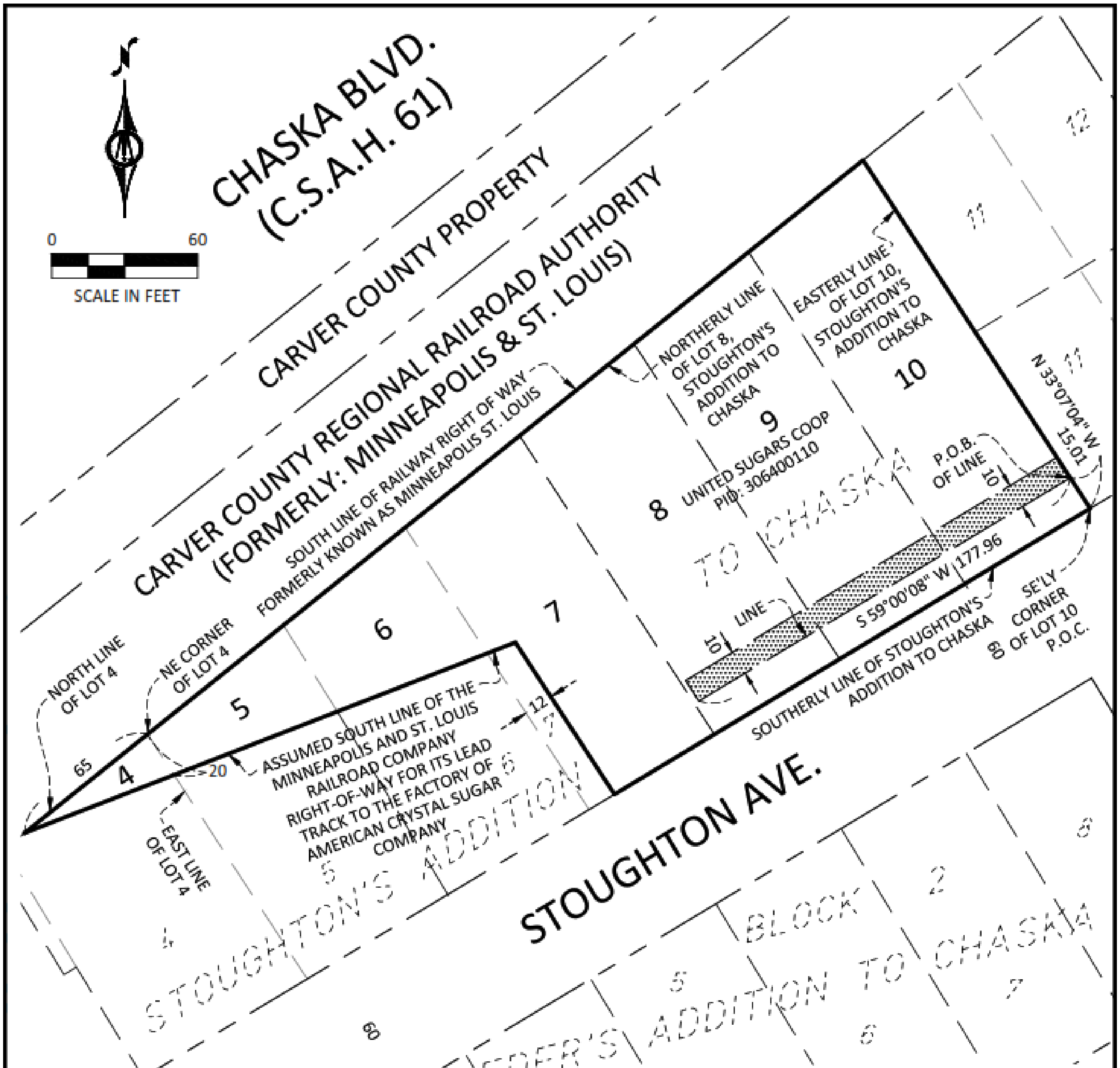
12/20/2023
Date

EASEMENT EXHIBIT
CHASKA, MN 55318

BOLTON & MENK
2638 SHADOW LANE, SUITE 200
CHASKA, MINNESOTA 55318
(952) 448-8838

PART OF:
LOTS 4, 5, 6, 7, 8, 9, 10
STOUGHTON'S ADDITION TO CHASKA
CARVER COUNTY, MN
FOR: CITY OF CHASKA

City of Chaska



P.O.B. POINT OF BEGINNING
P.O.C. POINT OF COMMENCMENT

PROPOSED TEMPORARY CONSTRUCTION EASEMENT (1,780 SQ. FT.)

SURVEYOR'S CERTIFICATION

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

Timothy L. Sorenson

Timothy L. Sorenson
License Number 48087

12/20/2023
Date

EASEMENT EXHIBIT
CHASKA, MN 55318

BOLTON & MENK
2638 SHADOW LANE, SUITE 200
CHASKA, MINNESOTA 55318
(952) 448-8838

PART OF:
LOTS 4, 5, 6, 7, 8, 9, 10
STOUGHTON'S ADDITION TO CHASKA
CARVER COUNTY, MN
FOR: CITY OF CHASKA

City of Chaska

COMMISSION INTERVIEWS
CHASKA CITY COUNCIL
2/5/2024

Subject: **Commissioner Appointments**

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

The following applicants have applied for the vacant positions on the City Human Rights Commission, Parks & Recreation Commission, and Planning Commission. All applicants were previously interviewed by the Council.

All regular appointments are 3-year terms. Human Rights Commission and Park Board Commission student members are always appointed for a 1-year term.

Based on discussions that came out of the Council work session on 2/22/2024 staff was advised of the following appointments:

PARKS & RECREATION COMMISSION – (5 Openings)

3 yr Term: February 5, 2024 to December 31, 2026

Incumbent – Donelle Heieie
Incumbent – Jason Branch
Incumbent – Karli Wittner
Kevin Hill

1 yr Term: February 5, 2024 to December 31, 2024 (Student)

Incumbent - Samsam Hassan

******

PLANNING COMMISSION – (1 Opening)

3 yr Term: February 5, 2024 to December 31, 2026

Incumbent – Robert Brass

******

HUMAN RIGHTS COMMISSION – (7 Openings)

3 yr Term: February 6, 2024 to December 31, 2026

Incumbent – Sarah Carlson
Incumbent – Martin Hubbard
Incumbent – Hanne Sandison
Kevin Mee

1st Alternate – Yousif Hamza
2nd Alternate – Open

1 yr Term: February 6, 2024 to December 31, 2024 (Student)

Incumbent – Juhi Ghatti

******

CITY COUNCIL ACTION REQUESTED

Motion to appoint commission members with assocatied term of office as presented.

CLAIMS ROSTER REPORT

FOR COUNCIL MEETING: **February 5, 2024**

Paid and Unpaid Invoices:	
Check #'s 350140-350281	**$1,640,703.60**
Paid Electronic Invoices:	
Wire #'s 4008-4037	**$11,974,649.15**

Amount for Approval-Council Meeting:	
February 5, 2024	**$13,615,352.75**

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
106208 ATHLACTION HOLDINGS LLC										
CB2023NOV_004 CHECK DATE: 01/30/2024		12/31/2023	013024	350146	75.00	75.00	02/18/2024	INV	PD	November Chargeback
103825 ACUSHNET COMPANY										
300463837-Balance CHECK DATE: 02/06/2024		05/01/2023	020624	350158	-150.00	-150.00	03/01/2024	CRM	PD	Remaining credit for r
300518560 CHECK DATE: 02/06/2024		12/04/2023	020624	350158	-134.50	-134.50	12/31/2023	CRM	PD	RESALE CREDIT
916905386 CHECK DATE: 02/06/2024		11/30/2023	020624	350158	-180.00	-180.00	12/31/2023	CRM	PD	WEDGE NET DOWN
917018496 CHECK DATE: 02/06/2024		12/19/2023	020624	350158	-159.50	-159.50	03/31/2024	CRM	PD	RESALE
917143282 CHECK DATE: 02/06/2024		01/19/2024	020624	350158	89.09	89.09	02/18/2024	INV	PD	RESALE
917143331 CHECK DATE: 02/06/2024		01/19/2024	020624	350158	1,001.90	1,001.90	02/18/2024	INV	PD	RESALE
917187740 CHECK DATE: 02/06/2024		01/30/2024	020624	350158	235.25	235.25	03/30/2024	INV	PD	RESALE
					702.24					
100843 AH HERMEL CANDY & TOBACCO CO										
1006026 CHECK DATE: 02/06/2024		01/18/2024	020624	350159	177.00	177.00	02/18/2024	INV	PD	WATER FOR FD
100103 ANCOM TECHNICAL CENTER										
119330 CHECK DATE: 02/06/2024		01/16/2024	020624	350160	411.50	411.50	02/16/2024	INV	PD	HEADSET REPAIR FOR E11
119386 CHECK DATE: 02/06/2024		01/18/2024	020624	350160	350.00	350.00	02/17/2024	INV	PD	E11 HEADSET REPAIR/REL
					761.50					
100119 SHAKOPEE VALLEY FORD										
372462FOW CHECK DATE: 02/06/2024		01/24/2024	020624	350161	599.79	599.79	02/24/2024	INV	PD	#1228 PADS AND ROTORS
372485FOW CHECK DATE: 02/06/2024		01/24/2024	020624	350161	599.79	599.79	02/24/2024	INV	PD	#1227 PADS AND ROTORS

Report generated: 02/02/2024 09:41
User: 8482mrob
Program ID: apinvlst

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					1,199.58					
100122 ARAMARK REFRESHMENT SERVICES										
05023747		01/05/2024	020624	350162	168.70	168.70	02/19/2024	INV	PD	IT COFFEE
CHECK DATE: 02/06/2024										
3475074		12/19/2023	020624	350162	94.77	94.77	02/19/2024	INV	PD	FD COFFEE FILTER
CHECK DATE: 02/06/2024										
8205269		01/16/2024	020624	350162	346.72	346.72	02/16/2024	INV	PD	COFFEE, SUGAR, FILTERS
CHECK DATE: 02/06/2024										
					610.19					
109198 ARCHER MECHANICAL										
30953		01/15/2024	020624	350163	38,158.00	38,158.00	02/15/2024	INV	PD	Replaced (2) RTU over
CHECK DATE: 02/06/2024										
100146 ASPEN MILLS INC										
326325		01/11/2024	020624	350164	50.00	50.00	02/10/2024	INV	PD	DUTY UNIFORM-PAYNE
CHECK DATE: 02/06/2024										
326577		01/17/2024	020624	350164	66.50	66.50	02/16/2024	INV	PD	DUTY UNIFORM-LOVEJOY
CHECK DATE: 02/06/2024										
326578		01/17/2024	020624	350164	79.99	79.99	02/16/2024	INV	PD	DUTY UNIFORM-SCHMIDT
CHECK DATE: 02/06/2024										
326579		01/17/2024	020624	350164	25.35	25.35	02/16/2024	INV	PD	DUTY UNIFORM-BONNEMA
CHECK DATE: 02/06/2024										
326580		01/17/2024	020624	350164	35.70	35.70	02/16/2024	INV	PD	DUTY UNIFORM-MCCOY
CHECK DATE: 02/06/2024										
326581		01/17/2024	020624	350164	25.35	25.35	02/16/2024	INV	PD	DUTY UNIFORM-SMITH
CHECK DATE: 02/06/2024										
326582		01/17/2024	020624	350164	51.04	51.04	02/16/2024	INV	PD	DUTY UNIFORM-ASTRY
CHECK DATE: 02/06/2024										
326945		01/24/2024	020624	350164	139.99	139.99	02/23/2024	INV	PD	DUTY UNIFORM-FELTMANN
CHECK DATE: 02/06/2024										
326946		01/24/2024	020624	350164	66.95	66.95	02/23/2024	INV	PD	DUTY UNIFORM-BONNEMA
CHECK DATE: 02/06/2024										
326947		01/24/2024	020624	350164	263.38	263.38	02/23/2024	INV	PD	DUTY UNIFORM-GRINAGER
CHECK DATE: 02/06/2024										

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					804.25					
100155 AUBURN MANOR										
FEB 2024	240002	02/01/2024	020624	350165	200.00	200.00	02/29/2024	INV	PD	FEB SENIOR CITIZEN DON
CHECK DATE: 02/06/2024										
111151 JUDITH GORDHAMER										
36577		01/04/2024	020624	350166	148.74	148.74	01/14/2024	INV	PD	Plaques & plates for H
CHECK DATE: 02/06/2024										
100174 BAUER BUILT TIRE AND BATTERY										
180299074		01/23/2024	020624	350167	1,001.96	1,001.96	03/15/2024	INV	PD	#1214 TIRES
CHECK DATE: 02/06/2024										
100201 BCBSM INC										
240104408404		01/04/2024	013024	350147	198,074.32	198,074.32	01/22/2024	INV	PD	FEB EMP INS PREM-MEDIC
CHECK DATE: 01/30/2024										
102279 BOLTON & MENK INC										
0328528		01/16/2024	020624	350168	2,041.50	2,041.50	02/19/2024	INV	PD	FUNDING ASSISTANCE
CHECK DATE: 02/06/2024										
0328532		01/16/2024	020624	350168	1,034.00	1,034.00	02/19/2024	INV	PD	CITY SQUARE PARK REHAB
CHECK DATE: 02/06/2024										
0328581		01/17/2024	020624	350168	25,801.09	25,801.09	02/18/2024	INV	PD	MN RIVER BLUFFS REGION
CHECK DATE: 02/06/2024										
					28,876.59					
100214 BORDER STATES INDUSTRIES INC										
927730351	240046	01/23/2024	020624	350169	398.92	398.92	02/25/2024	INV	PD	SW OH 900AMP SGL PHS (
CHECK DATE: 02/06/2024										
927762572	240049	01/29/2024	020624	350169	234.00	234.00	02/25/2024	INV	PD	ANCHOR EXP 10" (6)
CHECK DATE: 02/06/2024										
927762596	240048	01/29/2024	020624	350169	2,037.72	2,037.72	02/25/2024	INV	PD	SPLC SJ1A CLD SHRNK, E
CHECK DATE: 02/06/2024										
927762618	240047	01/29/2024	020624	350169	5,382.11	5,382.11	02/25/2024	INV	PD	ARRESTOR GRD CON, TRM
CHECK DATE: 02/06/2024										
927768993	240051	01/30/2024	020624	350169	1,014.93	1,014.93	02/25/2024	INV	PD	ELBW STDOFF DE RECPTCL
CHECK DATE: 02/06/2024										

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Program ID: apinvlst

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
927769004 CHECK DATE: 02/06/2024	240052	01/30/2024	020624	350169	271.50	271.50	02/25/2024	INV	PD	TERMINATOR BRACKT MB-5
					9,339.18					
100226 BRAUN INTERTEC CORPORATION										
B373547 CHECK DATE: 02/06/2024		01/17/2024	020624	350170	803.00	803.00	02/17/2024	INV	PD	CREEK RD UTILITY, ST I
B374038 CHECK DATE: 02/06/2024		01/23/2024	020624	350170	2,970.00	2,970.00	02/23/2024	INV	PD	CREEK RD UTILITY & ST/
					3,773.00					
100247 BROADWAY AWARDS INC										
54262 CHECK DATE: 02/06/2024		01/26/2024	020624	350171	42.76	42.76	02/26/2024	INV	PD	NAME PLATES FOR WALL P
100275 CALLAWAY GOLF										
937393583 CHECK DATE: 02/06/2024		12/18/2023	020624	350172	-149.80	-149.80	03/31/2024	CRM	PD	CREDIT-RETURNED DEMOS
937451281 CHECK DATE: 02/06/2024		01/04/2024	020624	350172	357.20	357.20	03/04/2024	INV	PD	RESALE
					207.40					
111113 CARLSON, SARAH										
122929 CHECK DATE: 02/06/2024		01/23/2024	020624	350173	34.99	34.99	02/29/2024	INV	PD	HRC Expenses-MLK Celeb
100287 CARVER COUNTY PUB HLTH/PLAN & WTR										
PWM-24-002 CHECK DATE: 02/06/2024		01/29/2024	020624	350174	4,500.00	4,500.00	02/29/2024	INV	PD	2023 MS4 EDUCATION PRO
WP20220058-2 CHECK DATE: 02/06/2024		12/22/2023	020624	350174	1,586.00	1,586.00	01/22/2024	INV	PD	ENG REVIEW-CREEK RD &
					6,086.00					
107442 CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY										
CD24-001 CHECK DATE: 02/06/2024		01/29/2024	020624	350175	30,000.00	30,000.00	02/15/2024	INV	PD	1532 Niskanen Circle A
100314 CARVER COUNTY IS/GIS DEPT										

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City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INTINV-459 CHECK DATE: 02/06/2024		01/26/2024	020624	350176	5,615.08	5,615.08	02/26/2024	INV	PD	GIS SHARED POSITION -
111801 CARVER-SCOTT HUMANE SOCIETY INC										
122900 CHECK DATE: 02/06/2024		01/29/2024	020624	350177	50.00	50.00	02/29/2024	INV	PD	DONATION FOR KITTEN YO
100323 CDW GOVERNMENT INC										
NZ18627 CHECK DATE: 02/06/2024		01/10/2024	020624	350178	40.58	40.58	02/09/2024	INV	PD	LOOP OFFICE EQUIP-LOGI
NZ25804 CHECK DATE: 02/06/2024		01/11/2024	020624	350178	469.96	469.96	02/10/2024	INV	PD	LOOP OFFICE EQUIP-4 UP
PB76940 CHECK DATE: 02/06/2024		01/16/2024	020624	350178	203.44	203.44	02/15/2024	INV	PD	MULTIPORT ADAPTORS-IT
PC25500 CHECK DATE: 02/06/2024		01/17/2024	020624	350178	152.99	152.99	02/16/2024	INV	PD	WIRELESS HEADSET-CURL/
					866.97					
100332 CENTERPOINT ENERGY RESOURCES CORP										
109045922/DEC23 CHECK DATE: 01/23/2024		01/05/2024	012324-2	350140	12,413.55	12,413.55	02/02/2024	INV	PD	DEC 1661 PARK RIDGE DR
109052076/DEC23 CHECK DATE: 01/23/2024		01/05/2024	012324-2	350140	7,756.12	7,756.12	02/02/2024	INV	PD	DEC 1611 PARK RIDGE DR
120012646/DEC23 CHECK DATE: 01/23/2024		01/05/2024	012324-2	350140	67.72	67.72	02/02/2024	INV	PD	DEC LOOP CLUBHOUSE GAS
120164413/DEC23 CHECK DATE: 01/23/2024		01/05/2024	012324-2	350140	220.51	220.51	02/02/2024	INV	PD	DEC LOOP MAINT GAS
120564141-11/28-12/5 CHECK DATE: 01/30/2024		01/22/2024	013024	350148	28.99	28.99	02/19/2024	INV	PD	1599 OAK CREEK PASS LI
80000146268/DEC23 CHECK DATE: 01/30/2024		01/11/2024	013024	350148	6,461.48	6,461.48	02/07/2024	INV	PD	DEC GAS SVC
					26,948.37					
100337 QWEST CORPORATION										
313196254/JAN24 CHECK DATE: 01/30/2024		01/18/2024	013024	350149	288.30	288.30	02/12/2024	INV	PD	JAN CITY HALL LOC PHN
313249294/JAN24		01/11/2024	012324-2	350141	57.63	57.63	02/05/2024	INV	PD	JAN TC MAINT LOC PHN S

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 01/23/2024										
313408124/JAN24 CHECK DATE: 01/23/2024		01/11/2024	012324-2	350141	69.15	69.15	02/05/2024	INV	PD	JAN TC MAINT LOC PHN S
313773369/JAN24 CHECK DATE: 01/23/2024		01/01/2024	012324-2	350141	77.54	77.54	01/26/2024	INV	PD	JAN CCC BURGLAR ALARM
					492.62					
100374 CHANHASSEN, CITY OF										
2023 CHECK DATE: 02/06/2024		01/24/2024	020624	350179	248.36	248.36	02/26/2024	INV	PD	2023 Bluff Creek & Aud
111806 CHASKA CROSSINGS										
10001078 CHECK DATE: 02/06/2024		01/30/2024	020624	350180	110.40	110.40 PAYEE: CHASKA CROSSINGS	02/26/2024	INV	PD	CREDIT BALANCE REFUND-
110240 CINTAS CORPORATION NO 2										
5185996570 CHECK DATE: 02/06/2024		11/29/2023	020624	350182	475.13	475.13	02/29/2024	INV	PD	MEDICAL SUPPLIES-CCC
5194144324 CHECK DATE: 02/06/2024		01/23/2024	020624	350181	120.12	120.12	02/23/2024	INV	PD	Medical Supplies-City
5194144331 CHECK DATE: 02/06/2024		01/23/2024	020624	350182	252.79	252.79	02/23/2024	INV	PD	MEDICAL SUPPLIES-FD
5194551848 CHECK DATE: 02/06/2024		01/25/2024	020624	350182	173.58	173.58	02/25/2024	INV	PD	MEDICAL SUPPLIES-MSB C
5194779156 CHECK DATE: 02/06/2024		01/26/2024	020624	350182	827.40	827.40	02/26/2024	INV	PD	MEDICAL SUPPLIES-CCC
					1,849.02					
100404 CITY OF EDEN PRAIRIE										
4659 CHECK DATE: 02/06/2024		01/08/2024	020624	350183	2,000.00	2,000.00	01/22/2024	INV	PD	2024 WAFTA Dues-Region
111493 CLIMATE BY DESIGN INTERNATIONAL INC										
0000036006 CHECK DATE: 02/06/2024		01/18/2024	020624	350184	6,586.50	6,586.50	02/19/2024	INV	PD	50% Dep-Rotor Kit for
100768 CODE 4 SERVICES INC										

City of Chaska

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
9202		01/19/2024	020624	350185	940.80	940.80	02/18/2024	INV	PD	Squad 1192-Remove afte
CHECK DATE: 02/06/2024										
100436 COMCAST CORPORATION										
0036243/JAN24-TC		01/07/2024	012324-2	350142	254.71	254.71	02/01/2024	INV	PD	JAN CLUBHOUSE CABLE
CHECK DATE: 01/23/2024										
0055482/JAN24-FD		01/12/2024	012324-2	350142	6.81	6.81	02/06/2024	INV	PD	JAN FD CABLE
CHECK DATE: 01/23/2024										
					261.52					
105466 COMPUTER INTEGRATION TECHNOLOGIES INC										
365933		01/15/2024	020624	350186	256.30	256.30	02/14/2024	INV	PD	FEB CYBER SECURITY TRA
CHECK DATE: 02/06/2024										
111794 CONFITREK INC										
1064		01/17/2024	020624	350187	2,880.00	2,880.00	03/02/2024	INV	PD	Software - Formally Ce
CHECK DATE: 02/06/2024										
100479 CULLIGAN-METRO BROOKLYN PARK										
114-01594506-5 DEC23		12/31/2023	012324-2	350143	15.77	15.77	01/20/2024	INV	PD	COOLER RENT-TC MAINT
CHECK DATE: 01/23/2024										
110391 CUMMINS INC										
E4-27091		01/19/2024	020624	350188	177.50	177.50	02/19/2024	INV	PD	#312 WATER COOLANT PIP
CHECK DATE: 02/06/2024										
103870 DIVERSIFIED PLUMBING AND HEATING INC										
38403		01/22/2024	020624	350189	23,496.45	23,496.45	02/22/2024	INV	PD	LOOP CLUBHOUSE-PLUMBIN
CHECK DATE: 02/06/2024										
38404		01/22/2024	020624	350189	19,487.66	19,487.66	02/22/2024	INV	PD	LOOP MAINTENANCE-PLUMB
CHECK DATE: 02/06/2024										
					42,984.11					
111463 DOOR SERVICE COMPANY OF THE TWIN CITIES INC										
1002-17092		01/22/2024	020624	350190	497.50	497.50	02/22/2024	INV	PD	LOOP MAINT AND CLUB RE
CHECK DATE: 02/06/2024										
100549 DORSEY AND WHITNEY LLP										

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Program ID: apinvlst

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
3941224 CHECK DATE: 02/06/2024		01/12/2024	020624	350191	8,613.00	8,613.00	02/22/2024	INV	PD	ERNST HOUSE PROJECT
100550 DOTCOM PRINTING INC										
27051 CHECK DATE: 02/06/2024		01/25/2024	020624	350192	1,432.13	1,432.13	02/24/2024	INV	PD	GIFT CARD HOLDERS-TC/L
100901 INDEPENDENT SCHOOL DISTRICT 112										
122932 CHECK DATE: 02/06/2024		01/26/2024	020624	350193	100.00	100.00	02/26/2024	INV	PD	HRC Contribution-Hooke
111170 ELLIOTT AUTO SUPPLY CO INC										
1-9354186 CHECK DATE: 02/06/2024		01/16/2024	020624	350194	144.95	144.95	02/16/2024	INV	PD	STOCK WINDSHIELD WASHE
100649 FEDERAL EXPRESS CORPORATION										
8-380-44969 CHECK DATE: 01/23/2024		01/17/2024	012324-2	350144	37.85	37.85	02/01/2024	INV	PD	UB SHIPPING FROM US BA
8-386-59920 CHECK DATE: 01/31/2024		01/24/2024	013124-2	350156	37.85	37.85	02/08/2024	INV	PD	UB SHIPPING FROM US BA
					75.70					
111799 FENG, CHAO										
2013603.002 CHECK DATE: 02/06/2024		01/22/2024	020624	350195	94.00	94.00 PAYEE: FENG, CHAO	02/22/2024	INV	PD	RFD SKATE LESSONS
100653 FERGUSON ENTERPRISES INC										
9604601 CHECK DATE: 02/06/2024		01/10/2024	020624	350196	55.02	55.02	02/10/2024	INV	PD	PLUMBING PIPE CAP-BREA
106319 CHAD JEREMY FIGG										
Dec 2023 CHECK DATE: 02/06/2024		01/11/2024	020624	350197	660.60	660.60	02/11/2024	INV	PD	DEC TAE KWON DO
111488 AT AND T MOBILITY NATIONAL ACCOUNTS LLC										
287333620278X0203202 CHECK DATE: 02/06/2024		01/25/2024	020624	350198	235.38	235.38	02/20/2024	INV	PD	JAN FIRSTNET MOBILE

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100684 FORNER, TOM										
122437 CHECK DATE: 02/06/2024		01/19/2024	020624	350199	20.50	20.50	02/19/2024	INV	PD	MILEAGE-INSPECTIONS W/
110270 GARTNER REFRIGERATION INC										
12450666 CHECK DATE: 02/06/2024		01/17/2024	020624	350200	7,158.21	7,158.21	02/17/2024	INV	PD	Top End & Connecting R
100737 GMH ASPHALT CORPORATION										
52492300-11/FINAL CHECK DATE: 02/06/2024		12/14/2023	020624	350201	158,413.35	158,413.35	02/17/2024	INV	PD	2022 DT RECONSTRUCTION
100744 GOODIN COMPANY										
1136438-00 CHECK DATE: 02/06/2024		01/15/2024	020624	350202	93.00	93.00	02/15/2024	INV	PD	WATER HEATER GASKETS-Z
100763 GRACZYK, NOEL										
122488 CHECK DATE: 02/06/2024		01/23/2024	020624	350203	1,194.28	1,194.28	02/24/2024	INV	PD	GFOA EXPENSES-WASHINGT
122858 CHECK DATE: 02/06/2024		01/21/2024	020624	350203	12.32	12.32	02/26/2024	INV	PD	UBER-GFOA MTG WASHINGT
					1,206.60					
100759 WW GRAINGER INC										
9949824602 CHECK DATE: 02/06/2024		01/03/2024	020624	350204	117.53	117.53	02/02/2024	INV	PD	LOOP MAINT-AIR LINES
9951911768 CHECK DATE: 02/06/2024		01/04/2024	020624	350204	194.92	194.92	02/03/2024	INV	PD	X-FORMER FOR AHU2 CONT
9960935691 CHECK DATE: 02/06/2024		01/12/2024	020624	350204	40.92	40.92	02/11/2024	INV	PD	ICE MACHINE CLEANER
9968401530 CHECK DATE: 02/06/2024		01/19/2024	020624	350204	78.88	78.88	02/18/2024	INV	PD	BEARING SLEEVE RETAINE
					432.25					
111805 GROTTE, TAMRA										
34272		01/30/2024	020624	350205	108.24	108.24	02/29/2024	INV	PD	CREDIT BALANCE REFUND-

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 02/06/2024										
100830 HELSTROM, DEREK										
122432		12/23/2023	020624	350206	134.38	134.38	02/22/2024	INV	PD	MILEAGE-10/20-12/23
CHECK DATE: 02/06/2024										
100848 HIGH TECH CLEANING INC										
19670		01/15/2024	020624	350207	429.02	429.02	02/15/2024	INV	PD	MSB CLEANING SUPPLIES
CHECK DATE: 02/06/2024										
107416 HORIZON CHEMICAL CO INC										
INV61296		12/28/2023	020624	350208	6,537.00	6,537.00	01/27/2024	INV	PD	New Bulbs for UV Filte
CHECK DATE: 02/06/2024										
100889 INTERNATIONAL CITY MGMT ASSN RETIREMENT CORP										
2024/0126-ICMA		01/26/2024	013024	350150	5,001.36	5,001.36	01/26/2024	INV	PD	012624 Payroll - 457 &
CHECK DATE: 01/30/2024										
104751 IMPACT MAILING OF MINNESOTA INC										
209551		01/31/2024	020624	350209	8,475.19	8,475.19	02/29/2024	INV	PD	Jan Bills
CHECK DATE: 02/06/2024										
209564		01/31/2024	020624	350209	1,500.76	1,500.76	02/29/2024	INV	PD	Jan Reminders
CHECK DATE: 02/06/2024										
209565		01/30/2024	020624	350209	716.23	716.23	02/29/2024	INV	PD	Jan Disconnects
CHECK DATE: 02/06/2024										
209566		01/30/2024	020624	350209	563.57	563.57	02/29/2024	INV	PD	Jan Final Bills
CHECK DATE: 02/06/2024										
					11,255.75					
105848 INNOVATIVE OFFICE SOLUTIONS LLC										
IN4442567		01/24/2024	020624	350210	212.50	212.50	02/23/2024	INV	PD	New Belts for Vacuums
CHECK DATE: 02/06/2024										
102031 TYCO FIRE & SECURITY (US) MANAGEMENT INC										
23928646		01/18/2024	020624	350211	1,376.99	1,376.99	02/26/2024	INV	PD	2024 TC MAINT FIRE ALA
CHECK DATE: 02/06/2024										

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100002 2ND WIND EXERCISE EQUIPMENT INC										
22-065599Q CHECK DATE: 02/06/2024		01/17/2024	020624	350212	12,230.00	12,230.00	02/17/2024	INV	PD	Elliptical and Treadmi
108948 AUDRANN INC										
1458384 CHECK DATE: 02/06/2024		01/17/2024	020624	350213	73.55	73.55	03/02/2024	INV	PD	URINAL DRAIN CLEANER
1460380 CHECK DATE: 02/06/2024		01/24/2024	020624	350213	38.75	38.75	03/09/2024	INV	PD	ST. FRANCIS FILTERS
1460470 CHECK DATE: 02/06/2024		01/25/2024	020624	350213	68.90	68.90	03/10/2024	INV	PD	EXHAUST FAN REPAIR
					181.20					
111726 KARL CHEVROLET INC										
345456 CHECK DATE: 02/06/2024		12/19/2023	020624	350214	47,845.62	47,845.62	01/19/2024	INV	PD	#90 CHEV TRUCK 2500, I
345459 CHECK DATE: 02/06/2024		12/19/2023	020624	350214	47,845.62	47,845.62	01/19/2024	INV	PD	#93 CHEV TRUCK 2500, I
					95,691.24					
101002 KLM ENGINEERING INC										
10096 CHECK DATE: 02/06/2024		01/30/2024	020624	350215	9,000.00	9,000.00	02/29/2024	INV	PD	Verizon Inspection Svc
10097 CHECK DATE: 02/06/2024		01/30/2024	020624	350215	9,000.00	9,000.00	02/29/2024	INV	PD	Sprint Inspection Svc-
10098 CHECK DATE: 02/06/2024		01/30/2024	020624	350215	4,500.00	4,500.00	02/29/2024	INV	PD	T-Mobile Inspection Sv
					22,500.00					
111800 LAND TITLE INC										
122444 CHECK DATE: 02/06/2024		01/23/2024	020624	350216	4,451.16	4,451.16	02/23/2024	INV	PD	RFD WO PREPAYMENTS-ENS
101043 LANO EQUIPMENT INC										
01-1050890 CHECK DATE: 02/06/2024		01/09/2024	020624	350217	1,500.00	1,500.00	02/09/2024	INV	PD	BOBCAT RENTAL-SNOW REM
01-1052675 CHECK DATE: 02/06/2024		01/18/2024	020624	350217	116.08	116.08	02/18/2024	INV	PD	OIL FILTERS

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
01-1052913 CHECK DATE: 02/06/2024		01/19/2024	020624	350217	1,206.61	1,206.61	02/19/2024	INV	PD	#129 AUX CONTROLLER RE
01-1053860 CHECK DATE: 02/06/2024		01/25/2024	020624	350217	536.78	536.78	02/25/2024	INV	PD	STUMP GRINDER RENTAL
01-1054071 CHECK DATE: 02/06/2024		01/26/2024	020624	350217	2,564.86	2,564.86	02/26/2024	INV	PD	NEW RUBBER TRACKS
01-1054172 CHECK DATE: 02/06/2024		01/26/2024	020624	350217	18.98	18.98	02/26/2024	INV	PD	SAW SPROCKETS
01-1054514 CHECK DATE: 02/06/2024		01/30/2024	020624	350217	76.97	76.97	02/29/2024	INV	PD	CHAINSAW CHAINS
					6,020.28					
101071 LENZEN CHEVROLET BUICK INC										
88315 CHECK DATE: 02/06/2024		01/11/2024	020624	350218	38.31	38.31	02/11/2024	INV	PD	#2097 EVAP PURGE VALVE
88367 CHECK DATE: 02/06/2024		01/19/2024	020624	350218	234.38	234.38	02/19/2024	INV	PD	#90 & #93 SETUP FLOOR
					272.69					
105139 LUBE TECH AND PARTNERS LLC										
3399618 CHECK DATE: 02/06/2024		01/15/2024	020624	350219	97.07	97.07	02/14/2024	INV	PD	30-WEIGHT OIL
3409021 CHECK DATE: 02/06/2024		01/26/2024	020624	350219	194.14	194.14	02/25/2024	INV	PD	STOCK TRANSMISSION OIL
					291.21					
111803 LUESSI, MIKE										
10002171 CHECK DATE: 02/06/2024		01/30/2024	020624	350220	54.06	54.06	02/29/2024	INV	PD	CREDIT BALANCE REFUND-
111211 TIMOTHY AARON LUNDGREN										
1053 CHECK DATE: 02/06/2024		01/25/2024	020624	350221	12,269.03	12,269.03	02/24/2024	INV	PD	LOOP-BOTH BUILDINGS CO
101119 THE PEAVEY CORPORATION										
406671 CHECK DATE: 02/06/2024		01/17/2024	020624	350222	98.85	98.85	02/16/2024	INV	PD	Evidence Tape

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
105710 MACQUEEN EMERGENCY GROUP										
P24207		01/10/2024	020624	350223	493.77	493.77	02/10/2024	INV	PD	COVER FOR BACK OF TOWE
CHECK DATE: 02/06/2024										
101124 MACQUEEN EQUIPMENT										
P55000		01/15/2024	020624	350224	71.65	71.65	02/15/2024	INV	PD	JETTER PART
CHECK DATE: 02/06/2024										
101177 METROPOLITAN AREA MANAGEMENT ASSOC										
122905		01/30/2024	020624	350225	45.00	45.00	02/29/2024	INV	PD	2024 Dues-Podhradsky
CHECK DATE: 02/06/2024										
111796 CATHERINE MCCARTHY										
122425		01/03/2024	020624	350226	167.19	167.19	02/19/2024	INV	PD	Reimb Rec Coord Candid
CHECK DATE: 02/06/2024										
101168 MELCHERT HUBERT SJODIN PLLP										
171383		01/15/2024	020624	350227	2,366.70	2,366.70	02/18/2024	INV	PD	GENERAL FUND
CHECK DATE: 02/06/2024										
171384		01/15/2024	020624	350227	385.00	385.00	02/18/2024	INV	PD	COUNCIL MTGS
CHECK DATE: 02/06/2024										
171385		01/15/2024	020624	350227	2,188.23	2,188.23	02/18/2024	INV	PD	PLANNING & ZONING
CHECK DATE: 02/06/2024										
171386		01/15/2024	020624	350227	2,015.60	2,015.60	02/18/2024	INV	PD	ELECTRIC DEPT
CHECK DATE: 02/06/2024										
171387		01/15/2024	020624	350227	752.40	752.40	02/18/2024	INV	PD	ENERGY FRANCHISE ORDIN
CHECK DATE: 02/06/2024										
171388		01/15/2024	020624	350227	1,594.45	1,594.45	02/18/2024	INV	PD	212 INDUSTRIAL-CITY LA
CHECK DATE: 02/06/2024										
171389		01/15/2024	020624	350227	554.40	554.40	02/18/2024	INV	PD	CREEK RD PROJECT
CHECK DATE: 02/06/2024										
171390		01/15/2024	020624	350227	264.00	264.00	02/18/2024	INV	PD	UNITED PROPERTIES-COST
CHECK DATE: 02/06/2024										
171391		01/15/2024	020624	350227	1,214.40	1,214.40	02/18/2024	INV	PD	RIVERTOWN HEIGHTS
CHECK DATE: 02/06/2024										
171392		01/15/2024	020624	350227	20.90	20.90	02/18/2024	INV	PD	CCC

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 02/06/2024										
171393		01/15/2024	020624	350227	739.20	739.20	02/18/2024	INV	PD	CLOUD HQ
CHECK DATE: 02/06/2024										
171394		01/15/2024	020624	350227	800.53	800.53	02/18/2024	INV	PD	MUELLER SYSTEMS ARBITR
CHECK DATE: 02/06/2024										
171395		01/15/2024	020624	350227	2,613.60	2,613.60	02/18/2024	INV	PD	MN RIVER BLUFFS REGION
CHECK DATE: 02/06/2024										
171396		01/15/2024	020624	350227	39.60	39.60	02/18/2024	INV	PD	RIVERWOODS PLAT
CHECK DATE: 02/06/2024										
171397		01/15/2024	020624	350227	871.20	871.20	02/18/2024	INV	PD	WETLAND BANK
CHECK DATE: 02/06/2024										
171427		01/15/2024	020624	350227	5,684.80	5,684.80	02/18/2024	INV	PD	NEW AMI SYSTEM
CHECK DATE: 02/06/2024										
					22,105.01					
101187 METRO SALES INC										
INV2442073		01/10/2024	020624	350228	1,312.10	1,312.10	02/09/2024	INV	PD	Ricoh/IM C6000 col
CHECK DATE: 02/06/2024										
INV2447271		01/17/2024	020624	350228	1,165.59	1,165.59	02/19/2024	INV	PD	QTRLY RICOH CONTRACT
CHECK DATE: 02/06/2024										
INV2450908		01/23/2024	020624	350228	444.88	444.88	02/22/2024	INV	PD	QTRLY FD COPIER USAGE
CHECK DATE: 02/06/2024										
INV2451897		01/24/2024	020624	350228	184.89	184.89	02/23/2024	INV	PD	TC COPIER CONTRACT-SEM
CHECK DATE: 02/06/2024										
INV2455623		01/30/2024	020624	350228	122.00	122.00	02/29/2024	INV	PD	FEB FD COPIER
CHECK DATE: 02/06/2024										
					3,229.46					
101191 MGCSA										
07659		12/29/2023	020624	350229	165.00	165.00	01/29/2024	INV	PD	MOERS MEMBERSHIP RENEW
CHECK DATE: 02/06/2024										
07690		01/02/2024	020624	350229	165.00	165.00	02/02/2024	INV	PD	REIF MEMBERSHIP RENEWA
CHECK DATE: 02/06/2024										
07823		01/11/2024	020624	350229	165.00	165.00	02/11/2024	INV	PD	HOLDEN MEMBERSHIP RENE
CHECK DATE: 02/06/2024										
07846		01/16/2024	020624	350229	165.00	165.00	02/16/2024	INV	PD	GRAMITH MEMBERSHIP REN
CHECK DATE: 02/06/2024										

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					660.00					
109263 MID-AMERICA GOLF AND LANDSCAPE INC										
11/FINAL		01/24/2024	020624	350230	179,206.86	179,206.86	02/24/2024	INV	PD	PAR 30 GOLF COURSE IMP
CHECK DATE: 02/06/2024										
101217 MINNESOTA CHILD SUPPORT PMT CTR										
PR0126240014462992		01/26/2024	013024	350152	85.10	85.10	01/26/2024	INV	PD	012624 Payroll - Child
CHECK DATE: 01/30/2024										
PR0126240015806598		01/26/2024	013024	350151	461.46	461.46	01/26/2024	INV	PD	012624 Payroll - Child
CHECK DATE: 01/30/2024										
					546.56					
101229 MINNESOTA DEPT OF EMPLOYMENT										
48	240003	02/01/2024	020624	350231	2,433.64	2,433.64	02/15/2024	INV	PD	FORMACOAT LLC LOAN REP
CHECK DATE: 02/06/2024										
101226 MINNESOTA DEPARTMENT OF NATURAL RESOURCES										
1989-6331		01/22/2024	020624	350232	1,200.00	1,200.00	02/21/2024	INV	PD	Amend Fee-West Creek F
CHECK DATE: 02/06/2024										
1995-6102		01/24/2024	020624	350232	1,200.00	1,200.00	02/23/2024	INV	PD	Amend Fee-East Creek O
CHECK DATE: 02/06/2024										
					2,400.00					
101247 MINNESOTA MUNICIPAL UTILITIES ASSN										
63160		01/04/2024	020624	350233	35,993.00	35,993.00	02/03/2024	INV	PD	ELEC UTILITY MEMBER DU
CHECK DATE: 02/06/2024										
101275 MINNESOTA UI FUND										
Q4-2023		01/09/2024	012324-2	350145	6.55	6.55	02/29/2024	INV	PD	Q4 2023 UNEMPLOYMENT
CHECK DATE: 01/23/2024										
101276 MINNESOTA VALLEY ELECTRIC COOPERATIVE										
107051510/JAN24		01/22/2024	013024	350153	21.67	21.67	02/16/2024	INV	PD	JAN 82ND ST & HWY 41 S
CHECK DATE: 01/30/2024										
778320601/JAN24		01/22/2024	013024	350153	136.51	136.51	02/16/2024	INV	PD	JAN CHEVALLE LIFT STAT
CHECK DATE: 01/30/2024										
780272000/JAN24		01/22/2024	013024	350153	15.93	15.93	02/16/2024	INV	PD	JAN CHEVALLE IRRIGATIO

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 01/30/2024										
781796600/JAN24		01/22/2024	013024	350153	24.32	24.32	02/16/2024	INV	PD	JAN 1599 OAK CREEK PAS
CHECK DATE: 01/30/2024										
					198.43					
105995 MONEY MOVERS INC										
163054		01/05/2024	020624	350234	20.00	20.00	02/05/2024	INV	PD	NIHCA Dec Ins Reimburs
CHECK DATE: 02/06/2024										
101324 MOTOROLA										
8281610207		04/18/2023	020624	350235	4,095.00	4,095.00	05/18/2023	INV	PD	14 CHARGERS-FD
CHECK DATE: 02/06/2024										
8281665956		07/10/2023	020624	350235	877.50	877.50	08/09/2023	INV	PD	3 CHARGERS-FD
CHECK DATE: 02/06/2024										
8281768487		11/29/2023	020624	350235	17,695.68	17,695.68	12/29/2023	INV	PD	3 RADIOS-FD
CHECK DATE: 02/06/2024										
					22,668.18					
103236 MRA-THE MANAGEMENT ASSOCIATION										
00453853		01/13/2024	020624	350236	1,017.50	1,017.50	02/12/2024	INV	PD	DEC JOB EVALUATIONS
CHECK DATE: 02/06/2024										
103088 SID TOOL CO INC										
32791468		01/10/2024	020624	350237	57.42	57.42	02/10/2024	INV	PD	SHACKLE FOR OVERHEAD L
CHECK DATE: 02/06/2024										
101354 MTI DISTRIBUTING INC #700767										
1415404-00		01/15/2024	020624	350238	1,868.18	1,868.18	02/15/2024	INV	PD	LIGHT KITS
CHECK DATE: 02/06/2024										
1416012-00		01/18/2024	020624	350238	1,021.50	1,021.50	02/18/2024	INV	PD	GREENSMOWER PARTS
CHECK DATE: 02/06/2024										
1416012-01		01/19/2024	020624	350238	533.43	533.43	02/19/2024	INV	PD	GREENSMOWER PARTS
CHECK DATE: 02/06/2024										
1416014-00		01/24/2024	020624	350238	92.17	92.17	02/24/2024	INV	PD	SPRING STABILIZER
CHECK DATE: 02/06/2024										
1416031-00		01/19/2024	020624	350238	652.16	652.16	02/19/2024	INV	PD	GREENSMOWER PARTS
CHECK DATE: 02/06/2024										

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1416197-00 CHECK DATE: 02/06/2024		01/26/2024	020624	350238	215.45	215.45	02/26/2024	INV	PD	LELY PARTS
1416822-00 CHECK DATE: 02/06/2024		01/30/2024	020624	350238	1,810.85	1,810.85	02/29/2024	INV	PD	BEDKNIFES
					6,193.74					
106657 MUNICIPAL ASSET MANAGEMENT INC										
01132022M26 CHECK DATE: 02/06/2024		12/29/2023	020624	350239	4,983.31	4,983.31	02/13/2024	INV	PD	CCC FITNESS EQUIP LEAS
108069 GOVERNMENTJOBS.COM INC										
INV-38636 CHECK DATE: 02/06/2024		12/02/2023	020624	350240	8,972.34	8,972.34	01/01/2024	INV	PD	2024 NEOGOV SUBSCRIPTI
102654 NORTH AMERICAN SAFETY INC										
INV84569 CHECK DATE: 02/06/2024		01/17/2024	020624	350241	249.38	249.38	02/17/2024	INV	PD	LUIS & CARTER SAFETY C
INV84984 CHECK DATE: 02/06/2024		01/29/2024	020624	350241	285.68	285.68	02/29/2024	INV	PD	S/W SAFETY CLOTHING
					535.06					
101465 ON SITE SANITATION INC										
0001662231 CHECK DATE: 02/06/2024		01/04/2024	020624	350242	-129.00	-129.00	02/04/2024	CRM	PD	PAR 30-CONSTRUCTION RE
0001669633 CHECK DATE: 02/06/2024		01/25/2024	020624	350242	135.57	135.57	02/24/2024	INV	PD	CLOVER RIDGE HOCKEY RI
					6.57					
101510 PERFORMANCE PLUS LLC										
123920 CHECK DATE: 02/06/2024		01/18/2024	020624	350243	623.00	623.00	02/17/2024	INV	PD	FF PREPLACEMENT MEDICA
111795 PIONEER PHOTOGRAPHY AND SERVICES INC										
2024-03 CHECK DATE: 02/06/2024		01/24/2024	020624	350244	400.00	400.00	02/24/2024	INV	PD	Name that Town present
111807 PORTABLE RESTROOM TRAILERS LLC										
7551		01/22/2024	020624	350245	70,980.00	70,980.00	02/22/2024	INV	PD	Restroom Trailer Temp

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 02/06/2024										
101557 POWER SYSTEM ENGINEERING INC										
9051174 CHECK DATE: 02/06/2024		01/17/2024	020624	350246	1,153.00	1,153.00	02/17/2024	INV	PD	MISC ENGINEERING FOR D
9051196 CHECK DATE: 02/06/2024		01/31/2024	020624	350246	7,060.00	7,060.00	02/29/2024	INV	PD	COORDINATION STUDY ~ J
					8,213.00					
101576 FORNER ENTERPRISES INC										
20236674 CHECK DATE: 02/06/2024		11/01/2023	020624	350247	1,150.00	1,150.00	02/27/2024	INV	PD	#301 GRAPHICS
20246756 CHECK DATE: 02/06/2024		01/27/2024	020624	350247	155.00	155.00	02/27/2024	INV	PD	#303 GRAPHICS
					1,305.00					
107855 STAPLES INC										
36342379 CHECK DATE: 02/06/2024		12/27/2023	020624	350249	27.99	27.99	12/26/2024	INV	PD	LAMINATING POUCHES
36378986 CHECK DATE: 02/06/2024		12/29/2023	020624	350249	35.08	35.08	01/28/2024	INV	PD	OFFICE SUPPLIES
36564429 CHECK DATE: 02/06/2024		01/09/2024	020624	350249	20.59	20.59	02/08/2024	INV	PD	FACIAL TISSUE-OFFICE
36564445 CHECK DATE: 02/06/2024		01/09/2024	020624	350249	69.77	69.77	02/08/2024	INV	PD	FOLDERS-OFFICE
36576682 CHECK DATE: 02/06/2024		01/10/2024	020624	350249	15.99	15.99	02/09/2024	INV	PD	LENS CLEANER-OFFICE
36719600 CHECK DATE: 02/06/2024		01/17/2024	020624	350248	49.99	49.99	02/16/2024	INV	PD	File Jackets for Work
36748142 CHECK DATE: 02/06/2024		01/18/2024	020624	350248	38.99	38.99	02/17/2024	INV	PD	Calculator for Beth in
36903480-1 CHECK DATE: 02/06/2024		01/26/2024	020624	350248	73.97	73.97	02/25/2024	INV	PD	Cups, knifes and forks
36903480-2 CHECK DATE: 02/06/2024		01/26/2024	020624	350248	104.97	104.97	02/25/2024	INV	PD	Paper for the workroom
					437.34					
110942 RCS RCA OAK RIDGE LLC										

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1 rev 1 CHECK DATE: 01/31/2024		01/23/2024	013124-2	350157	117,796.46	117,796.46	02/23/2024	INV	PD	Mill/Overlay & Guardra
101617 REACH FOR RESOURCES INC										
6848366 CHECK DATE: 02/06/2024		01/04/2024	020624	350250	3,880.93	3,880.93	02/10/2024	INV	PD	2024 Recreation contra
103286 CAROLINE SWANSON										
122493 CHECK DATE: 02/06/2024		12/06/2023	020624	350251	500.00	500.00	02/24/2024	INV	PD	DONATION FROM CHASKA L
110677 HAJOCA CORPORATION										
S019770569.001 CHECK DATE: 02/06/2024		01/22/2024	020624	350252	930.44	930.44	02/22/2024	INV	PD	MILWAUKEE PRO PRESS IR
111802 ROSS, CHRISTINA										
10002162 CHECK DATE: 02/06/2024		01/30/2024	020624	350253	15.01	15.01	02/29/2024	INV	PD	CREDIT BALANCE REFUND-
111334 RT DEVELOPMENT INC										
CW11 2024-1 CHECK DATE: 02/06/2024		01/26/2024	020624	350254	6,414.21	6,414.21	02/26/2024	INV	PD	CLUB WEST 11-REIMB YOU
105336 SCHALOW, CINDY										
2013620.002 CHECK DATE: 02/06/2024		01/25/2024	020624	350255	15.00	15.00 PAYEE: SCHALOW, CINDY	02/25/2024	INV	PD	RFD-DIY WORKSHOP WITHD
101744 SCOTT COUNTY TREASURER										
IN30520 CHECK DATE: 02/06/2024		01/28/2024	020624	350256	31,800.00	31,800.00	02/24/2024	INV	PD	2024 Dues-Tri-City Tac
101760 SENTRY SYSTEMS INC										
791142 CHECK DATE: 02/06/2024		02/01/2024	020624	350257	221.35	221.35	02/11/2024	INV	PD	TC SECURITY 2/1-4/30
104827 ROHN INDUSTRIES										

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
0016652		01/22/2024	020624	350258	24.54	24.54	02/22/2024	INV	PD	Service Security Conso
CHECK DATE: 02/06/2024										
104547 SITEONE LANDSCAPE SUPPLY HOLDING LLC										
137680709-001		01/18/2024	020624	350259	388.21	388.21	02/15/2024	INV	PD	FABRIC FOR TRAIL RESTO
CHECK DATE: 02/06/2024										
106596 SIWEK LUMBER JORDAN INC										
82613		01/24/2024	020624	350260	330.42	330.42	02/24/2024	INV	PD	DOWNTOWN GARAGE SIDING
CHECK DATE: 02/06/2024										
101850 STANTEC CONSULTING SERVICES INC										
2185293		01/23/2024	020624	350261	97.50	97.50	02/23/2024	INV	PD	MSA
CHECK DATE: 02/06/2024										
2185294		01/23/2024	020624	350261	679.50	679.50	02/23/2024	INV	PD	RECORD PLAN/BASE MAP U
CHECK DATE: 02/06/2024										
2185295		01/23/2024	020624	350261	7,907.00	7,907.00	02/23/2024	INV	PD	SE COLLECTOR
CHECK DATE: 02/06/2024										
2185296		01/23/2024	020624	350261	60,592.41	60,592.41	02/23/2024	INV	PD	CREEK RD TRUNK SEWER P
CHECK DATE: 02/06/2024										
2185297		01/23/2024	020624	350261	14,298.00	14,298.00	02/23/2024	INV	PD	NE COLLECTOR IN SW ARE
CHECK DATE: 02/06/2024										
2185298		01/23/2024	020624	350261	9,746.50	9,746.50	02/23/2024	INV	PD	BAVARIA RD TURN LANES
CHECK DATE: 02/06/2024										
2185299		01/23/2024	020624	350261	2,578.25	2,578.25	02/23/2024	INV	PD	HILL TOWER REVISIONS
CHECK DATE: 02/06/2024										
2185300		01/23/2024	020624	350261	195.00	195.00	02/23/2024	INV	PD	STORMWATER REVIEW-OAK
CHECK DATE: 02/06/2024										
2185301		01/23/2024	020624	350261	3,591.71	3,591.71	02/23/2024	INV	PD	WELL NOS 4,5,6 & 8 REH
CHECK DATE: 02/06/2024										
2185302		01/23/2024	020624	350261	2,865.75	2,865.75	02/23/2024	INV	PD	CREEK RD INDUSTRIAL ST
CHECK DATE: 02/06/2024										
2185303		01/23/2024	020624	350261	7,640.25	7,640.25	02/23/2024	INV	PD	WELL 7 WTP
CHECK DATE: 02/06/2024										
2185304		01/23/2024	020624	350261	7,853.13	7,853.13	02/23/2024	INV	PD	2022 DT RECONSTRUCTION
CHECK DATE: 02/06/2024										
2185305		01/23/2024	020624	350261	928.00	928.00	02/23/2024	INV	PD	CHEVALLE POND IMPROVEM

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 02/06/2024										
2185306		01/23/2024	020624	350261	1,971.85	1,971.85	02/23/2024	INV	PD	MCKNIGHT WETLAND BANK
CHECK DATE: 02/06/2024										
2185307		01/23/2024	020624	350261	11,134.25	11,134.25	02/23/2024	INV	PD	WELLS 11 & 12
CHECK DATE: 02/06/2024										
2185308		01/23/2024	020624	350261	34,586.31	34,586.31	02/23/2024	INV	PD	GENERAL ENGINEERING
CHECK DATE: 02/06/2024										
2185309		01/23/2024	020624	350261	1,520.00	1,520.00	02/23/2024	INV	PD	2023 ROUTINE BRIDGE SA
CHECK DATE: 02/06/2024										
2185310		01/23/2024	020624	350261	7,940.00	7,940.00	02/23/2024	INV	PD	PUBLIC SAFETY BUILDING
CHECK DATE: 02/06/2024										
2185311		01/23/2024	020624	350261	2,960.50	2,960.50	02/23/2024	INV	PD	REPLACE EXISTING CITY
CHECK DATE: 02/06/2024										
					179,085.91					
110200 STERICYCLE INC										
8005889784		01/18/2024	020624	350262	125.79	125.79	02/17/2024	INV	PD	December shredding-PD
CHECK DATE: 02/06/2024										
111577 KELLIE ANNE CAMERON										
122875		11/03/2023	020624	350263	500.00	500.00	01/29/2024	INV	PD	Goldilocks Touring Dep
CHECK DATE: 02/06/2024										
101888 STREICHERS										
I1677110		01/18/2024	020624	350264	82.00	82.00	02/18/2024	INV	PD	Chaplain Sindelar Unif
CHECK DATE: 02/06/2024										
101892 STUART C IRBY CO										
S013699212.001	240042	01/19/2024	020624	350265	13,012.61	13,012.61	02/18/2024	INV	PD	COND UD ALUM 1/0 SOL 2
CHECK DATE: 02/06/2024										
S013845953.001	240040	01/19/2024	020624	350265	15,900.00	15,900.00	02/18/2024	INV	PD	SW CAB BSMNT 3PHS DEAD
CHECK DATE: 02/06/2024										
S013846018.001	240041	01/19/2024	020624	350265	15,900.00	15,900.00	02/18/2024	INV	PD	SW CAB BSMNT 3PHS DEAD
CHECK DATE: 02/06/2024										
S013866868.001		01/17/2024	020624	350265	259.50	259.50	02/16/2024	INV	PD	300 AMP BLADE
CHECK DATE: 02/06/2024										

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					45,072.11					
111804 SWANSON, KURT										
10015682 CHECK DATE: 02/06/2024		01/30/2024	020624	350266	106.90	106.90	02/29/2024	INV	PD	CREDIT BALANCE REFUND-
110047 T-MOBILE USA INC										
122952 CHECK DATE: 02/06/2024		01/31/2024	020624	350267	3,050.00	3,050.00	02/29/2024	INV	PD	Refund Tower Escrow De
101932 TAYLOR MADE GOLF CO INC										
37112458 CHECK DATE: 02/06/2024		01/25/2024	020624	350268	218.67	218.67	02/24/2024	INV	PD	RESALE
37112479 CHECK DATE: 02/06/2024		01/25/2024	020624	350268	218.67	218.67	02/24/2024	INV	PD	RESALE
					437.34					
100757 THE GRAPHIC EDGE LLC										
1735193 CHECK DATE: 02/06/2024		01/19/2024	020624	350269	399.00	399.00	02/18/2024	INV	PD	Youth Sports - Indoor
101966 TK ELEVATOR CORPORATION										
3007641423 CHECK DATE: 02/06/2024		01/01/2024	020624	350270	325.50	325.50	02/01/2024	INV	PD	Jan CCC Elevator Servi
101977 TOLL COMPANY										
10550076 CHECK DATE: 02/06/2024		01/29/2024	020624	350271	49.59	49.59	02/29/2024	INV	PD	COMPRESSED GAS FOR SUB
102007 TRENCHERS PLUS INC										
IT08725 CHECK DATE: 02/06/2024		01/31/2024	020624	350272	816.08	816.08	02/29/2024	INV	PD	CHIPPER BLADES & BOLTS
110053 TX CHILD SUPPORT SDU										
PR0126240012725283 CHECK DATE: 01/30/2024		01/26/2024	013024	350154	115.38	115.38	01/26/2024	INV	PD	012624 Payroll - Child
102038 ULTIMATE SAFETY CONCEPTS INC										

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
209543		01/24/2024	020624	350273	928.81	928.81	02/24/2024	INV	PD	AIR COMPRESSOR REPAIR
CHECK DATE: 02/06/2024										
107745 US BANK NATIONAL ASSOCIATION										
520583907		01/22/2024	013024	350155	439.53	439.53	02/15/2024	INV	PD	CCC COLOR COPIER LEASE
CHECK DATE: 01/30/2024										
107815 UTILITY LOGIC LLC										
14427		01/16/2024	020624	350274	19,955.00	19,955.00	02/15/2024	INV	PD	SEWER PUSH CAMERA & LO
CHECK DATE: 02/06/2024										
102133 WAGNER PRESS & GRAPHICS										
37113		01/19/2024	020624	350275	137.00	137.00	02/19/2024	INV	PD	METER INSPECTION SHEET
CHECK DATE: 02/06/2024										
102146 WATER SPECIALTY OF MINNESOTA INC										
13136		01/19/2024	020624	350276	4,645.82	4,645.82	02/19/2024	INV	PD	Pool Chemicals
CHECK DATE: 02/06/2024										
102166 WESCO DISTRIBUTION INC										
346738		01/22/2024	020624	350277	982.50	982.50	02/22/2024	INV	PD	STAINLESS BOLTS
CHECK DATE: 02/06/2024										
347126	240045	01/23/2024	020624	350277	24,713.15	24,713.15	02/23/2024	INV	PD	ELBOW 750 MCM 600AMP
CHECK DATE: 02/06/2024										
347128	240043	01/23/2024	020624	350277	24,713.15	24,713.15	01/25/2024	INV	PD	ELBOW 750 MCM 600AMP
CHECK DATE: 02/06/2024										
347130	240044	01/23/2024	020624	350277	24,713.15	24,713.15	02/23/2024	INV	PD	ELBOW 750 MCM 600AMP
CHECK DATE: 02/06/2024										
348230	240050	01/25/2024	020624	350277	398.42	398.42	02/25/2024	INV	PD	POLE TOP GUARD (2)
CHECK DATE: 02/06/2024										
					75,520.37					
111112 WILLIAMS SCOTSMAN INC										
9019953225		01/16/2024	020624	350278	749.00	749.00	02/15/2024	INV	PD	CLOVER RIDGE WARMING H
CHECK DATE: 02/06/2024										
103840 WINNERS AWARD GROUP										

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
58291 CHECK DATE: 02/06/2024		01/08/2024	020624	350279	90.00	90.00	02/19/2024	INV	PD	RE-DO MATCH PLAY PLAQU
102189 WM MUELLER & SONS										
296514 CHECK DATE: 02/06/2024		01/10/2024	020624	350280	327.25	327.25	02/25/2024	INV	PD	DIRT SPOILS FROM BEAVE
296636 CHECK DATE: 02/06/2024		01/23/2024	020624	350280	127.50	127.50	02/25/2024	INV	PD	SPOIL DIRT FROM OUTLET
296650 CHECK DATE: 02/06/2024		01/24/2024	020624	350280	148.75	148.75	02/25/2024	INV	PD	SPOIL DIRT FROM OUTLET
					603.50					
102231 ZIEGLER INC										
IN001331584 CHECK DATE: 02/06/2024		01/19/2024	020624	350281	239.34	239.34	02/19/2024	INV	PD	STEERING CYLINDER SEAL
IN001331669 CHECK DATE: 02/06/2024		01/19/2024	020624	350281	40.31	40.31	02/19/2024	INV	PD	FUEL FILTER FOR WOOD C
279 INVOICES					1,640,703.60					

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

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										
C151018 CHECK DATE: 01/22/2024		01/05/2024	012224	4016	139.00	139.00	01/22/2024	DIR	PD	DEC PARTICIPANT FEES
100522 DEPOSITORY TRUST COMPANY										
2024/02/01 DS-INT CHECK DATE: 01/30/2024		01/30/2024	013024-3	4032	108,576.88	108,576.88	01/30/2024	DIR	PD	2/1 DS Pmt-2012B,2014A
2024/02/01 DS-PRIN CHECK DATE: 01/30/2024		01/30/2024	013024-3	4031	1,230,000.00	1,230,000.00	01/30/2024	DIR	PD	2/1 DS Pmt-2012B,2014A
					1,338,576.88					
107490 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY										
122466 CHECK DATE: 01/26/2024		01/26/2024	012624	4027	7,188.11	7,188.11	01/26/2024	DIR	PD	012624 Payroll - HCSP
107744 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY										
122467 CHECK DATE: 01/26/2024		01/26/2024	012624	4028	925.00	925.00	01/26/2024	DIR	PD	012624 Payroll - MNDCP
110382 ENTERPRISE FM TRUST										
FBN4936152 CHECK DATE: 01/19/2024		01/05/2024	011924-2	4015	11,255.23	11,255.23	01/19/2024	DIR	PD	JAN FLEET LEASES
101756 MII LIFE INCORPORATED										
16775146 CHECK DATE: 01/23/2024		01/11/2024	012324-3	4017	144.00	144.00	01/23/2024	DIR	PD	JAN FSA PARTICIPANT FE
40863397-2024 CHECK DATE: 01/24/2024		01/23/2024	012424	4018	249.83	249.83	01/24/2024	DIR	PD	2024-1/24/24 FSA REIMB
40875523-2024 CHECK DATE: 01/31/2024		01/30/2024	013124	4034	869.19	869.19	01/31/2024	DIR	PD	2024-1/31/24 FSA REIMB
					1,263.02					
100927 INTERNAL REVENUE SERVICE										
122460 CHECK DATE: 01/26/2024		01/26/2024	012624	4022	163,409.18	163,409.18	01/26/2024	DIR	PD	012624 Payroll - SS, M
101346 MINNESOTA COMMISSIONER OF REVENUE										

City of Chaska

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2023/1231-CC CHECK DATE: 01/18/2024		12/31/2023	011824-2	4011	10,289.27	10,289.27	01/18/2024	DIR	PD	DEC-23 CARVER CTY TRAN
2023/1231-MH CHECK DATE: 01/18/2024		12/31/2023	011824-2	4012	5,091.85	5,091.85	01/18/2024	DIR	PD	DEC-23 METRO HOUSING S
2023/1231-MT CHECK DATE: 01/18/2024		12/31/2023	011824-2	4013	15,309.48	15,309.48	01/18/2024	DIR	PD	DEC-23 METRO TRANSPORT
2023/1231-SLS/UB CHECK DATE: 01/18/2024		12/31/2023	011824-2	4009	143,177.86	143,177.86	01/18/2024	DIR	PD	DEC-23 GEN/UB SALES TA
2023/1231-USE CHECK DATE: 01/18/2024		12/31/2023	011824-2	4010	22,163.36	22,163.36	01/18/2024	DIR	PD	DEC-23 USE TAX
					196,031.82					
101343 MINNESOTA DEPT OF REVENUE-PAYROLL WIRES										
122461 CHECK DATE: 01/26/2024		01/26/2024	012624	4023	33,539.70	33,539.70	01/26/2024	DIR	PD	012624 Payroll - MN St
101249 MINNESOTA MUNICIPAL POWER AGENCY										
3991 CHECK DATE: 01/19/2024		01/05/2024	011924	4014	2,627,960.38	2,627,960.38	01/19/2024	DIR	PD	DEC ELECTRIC SVC W/ EV
101376 NATIONWIDE RETIREMENT SOLUTIONS(USCM)										
122462 CHECK DATE: 01/26/2024		01/26/2024	012624	4024	16,145.61	16,145.61	01/26/2024	DIR	PD	012624 Payroll - 457 C
106955 NATIONWIDE RETIREMENT SOLUTIONS(USCM)										
122465 CHECK DATE: 01/26/2024		01/26/2024	012624	4026	6,853.46	6,853.46	01/26/2024	DIR	PD	012624 Payroll - Roth
104668 OPTUM BANK INC										
122464 CHECK DATE: 01/25/2024		01/26/2024	012524-2	4021	21,054.94	21,054.94	01/26/2024	DIR	PD	012624 Payroll - HSA C
101498 PCARD										
2024/0112-PC CHECK DATE: 01/17/2024		01/12/2024		4008	116,753.08	116,753.08	01/17/2024	DIR	PD	JAN 2024 PCARD PURCHAS

Detail to Follow

101525 THE PITNEY BOWES BANK INC

munis a tyler erp solution

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
2024/0124-PB CHECK DATE: 01/25/2024		01/24/2024	012524	4019	1,200.00	1,200.00	01/25/2024	DIR	PD	1/24/24 REPLENISH POST
2024/0202-PB CHECK DATE: 02/02/2024		02/02/2024	020224	4037	50.00	50.00	02/02/2024	DIR	PD	ANNUAL EFT FEE
					1,250.00					
101506 PUBLIC EMPLOYEES RETIREMENT ASSOCIATION										
122463 CHECK DATE: 01/26/2024		01/26/2024	012624	4025	115,218.95	115,218.95	01/26/2024	DIR	PD	012624 Payroll - PERA
110942 RCS RCA OAK RIDGE LLC										
7 CHECK DATE: 02/01/2024		02/01/2024	020124	4035	2,464,574.72	2,464,574.72	02/01/2024	DIR	PD	Draw #7-Costco constru
7-Addl CHECK DATE: 02/01/2024		02/01/2024	020124	4036	73,572.79	73,572.79	02/01/2024	DIR	PD	Draw #7-Add'l amt-Cost
					2,538,147.51					
102066 US BANK										
2024/02/01 1620-I CHECK DATE: 01/30/2024		01/30/2024	013024-3	4029	1,476,217.76	1,476,217.76	01/30/2024	DIR	PD	2/1 DS Pmt-2015C,2017B
2024/02/01 5979 CHECK DATE: 01/30/2024		01/30/2024	013024-3	4030	1,358,352.52	1,358,352.52	01/30/2024	DIR	PD	2/1 DS Pmt-2019B/C/D,2
2024/02/01 DS CHECK DATE: 01/25/2024		01/25/2024	012524	4020	1,774,852.00	1,774,852.00	01/25/2024	DIR	PD	2/1 DS PMT-2015A/B/C/D
					4,609,422.28					
102159 WELLS FARGO CORPORATE TRUST										
2024/02/01 DS CHECK DATE: 01/30/2024		01/30/2024	013024-3	4033	169,515.00	169,515.00	01/30/2024	DIR	PD	2/1 DS Pmt-2012A-WF
					169,515.00					
		30 INVOICES			11,974,649.15					

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

Report generated: 02/02/2024 09:37
User: 8482mrob
Program ID: apinvlst

PURCHASE CARD TRANSACTIONS
JANUARY 2024 STATEMENT

Department	Transaction Date	Merchant DBA Name	Amount	Charge Desc.
ADMINISTRATION	12/12/23	AMERICAN SOLUTIONS FOR BUS	83.27	Name Badges for Admin, Finance and Engineering
ADMINISTRATION	12/20/23	AMAZON.COM	344.16	Books for MLK Event for Human Rights Commission
ADMINISTRATION	12/20/23	CREALITY PROMO+RETAIL	312.52	EAP - BeWell Magnets for Employees
ADMINISTRATION	12/28/23	AMAZON.COM	361.62	Printhead Cartridge for Plotter for Building Inspections and Engineering
ADMINISTRATION	12/28/23	AMAZON.COM	15.43	Moisteners for election bins/totes
ADMINISTRATION	12/29/23	B & H PHOTO-VIDEO	130.56	ADHESIVE VINYL PRINTING PAPER-BANNERS, SIGNS
ADMINISTRATION	12/29/23	AMAZON.COM	34.00	Duck tape for election bins/totes
ADMINISTRATION	12/29/23	AMAZON.COM	85.06	Extension Cord, poster tape, scotch tape, paper clips for election bins/totes
ADMINISTRATION	1/2/24	SQUARE WEEBLY	13.00	WEBSITE HOSTING FEE FOR CHRISTMAS IN MAY WEBSITE
ADMINISTRATION	1/3/24	MNSCU	750.00	Recertification courses for Aaron Kuznia
ADMINISTRATION	1/4/24	MNSCU	110.00	Commercial Vehicle Re-Certification for Mark Bellmore
ADMINISTRATION	1/4/24	(APWA) AMERICAN PUBLIC WO	297.50	APWA 2024 Dues and Registration - Alex Mollenkamp
ADMINISTRATION	1/11/24	MNSCU	375.00	MCFOA Conference - Denise Beebe
ADMINISTRATION	1/11/24	POSTIVE PROMOTION	144.70	Employee Appreciation - Years of Service
BUILDING INSPECTIONS	12/19/23	UNIVERSITY OF MINNESOTA	1,350.00	REGISTRATION-2024 ANNUAL INSTITUTE FOR BLDG OFFICIALS
BUILDING INSPECTIONS	1/10/24	ICC CHICAGO REGIONAL OFFI	1,260.00	CONT ED REGISTRATION-CRAIG, JAY, TONY
CCC	12/12/23	SAMS CLUB	200.48	CREAMER, COFFEE, CLEMENTINES, HOT CHOCOLATE
CCC	12/14/23	COMCAST	301.45	DEC FITNESS CABLE
CCC	12/14/23	COMCAST	42.00	DEC CCC CABLE
CCC	12/14/23	SPARX HOCKEY	304.94	SKATE SHARPENING SUPPLIES
CCC	12/15/23	TARGET	17.83	PAPER PRODUCTS FOR FTNESS CLASS
CCC	12/15/23	LITTLE CAESARS PIZZA	32.50	PNO-PIZZA
CCC	12/15/23	HOME DEPOT	260.92	BLEACH, CLR, SCRUB PADS/HINGES, BOLTLOCKS
CCC	12/18/23	AMAZON.COM	37.53	ITEMS FOR ZUMBA GLOW PARTY-GLOW STICKS, BLACK LIGHT TAPE
CCC	12/18/23	AMERICAN RED CROSS	180.00	FIRST AID TRAINING
CCC	12/18/23	MIAMA	250.00	2024 ANNUAL MIAMA FACILITY SUBSCRIPTION
CCC	12/19/23	PRINTING SERVICES	490.64	MEMBERSHIP CONTRACTS
CCC	12/19/23	CINTAS	590.00	AED MAINTENANCE
CCC	12/19/23	CINTAS	102.97	CCC RUG SERVICE
CCC	12/19/23	W.W. GRAINGER	187.48	ANCHORS FOR WALLS
CCC	12/20/23	AMERICAN RED CROSS	975.00	LTS FACILITY FEE
CCC	12/20/23	LR DYNAMICS	503.00	SAFETY STRAP FOR BASKETBALL HOOPS
CCC	12/21/23	SAMS CLUB	47.94	HOLIDAY SWEATER SPUD BAR-CUPCAKES
CCC	12/21/23	CUB FOODS	29.22	SUPD BAR-BELL PEPPERS
CCC	12/21/23	SAMS CLUB	129.80	SPUD BAR-BUTTER, CHEESE, BACON
CCC	12/22/23	TAHO SPORTSWEAR	517.50	MAINTENANCE UNIFORM SHIRTS
CCC	12/22/23	COOPERS FOODS	104.10	SPUD BAR-POTATOES
CCC	12/22/23	AMAZON.COM	16.85	WATER WEIGHTS TO HOLD DOWN ENDS OF PICKLEBALL NETS
CCC	12/26/23	TARGET	21.66	WORK PLANNER
CCC	12/26/23	CINTAS	102.97	CCC RUG SERVICE
CCC	12/26/23	HOME DEPOT	108.19	LOWER GYM SHELVING, SCREWS, KEYS
CCC	12/27/23	COOPERS FOODS	83.49	CINEMA SKATE FOOD-COCOA, WATER, CUPS
CCC	12/27/23	DOMINO'S PIZZA	173.40	CINEMA SKATE FOOD-PIZZA
CCC	12/27/23	DOMINO'S PIZZA	173.40	CINEMA SKATE FOOD-PIZZA
CCC	12/27/23	MPLC	772.15	2024 MOVIE LICENSE
CCC	12/27/23	THISCLICKS	60.00	MONTHLY SUBSCRIPTION FOR OUTDOOR RINK STAFF SCHEDULING
CCC	12/29/23	TARGET	10.99	FRONT DESK BOX FILE ORGANIZER
CCC	12/29/23	LITTLE CAESARS PIZZA	39.00	PNO-PIZZA
CCC	1/2/24	CITY OF PLYMOUTH MN	90.00	BASIC LIFE SAVER & BASIC LIFE SAVER INST COURSE
CCC	1/2/24	OFFICE MAX	14.23	NEW YEARS BASH PRIZE-JOURNAL, PENS
CCC	1/2/24	PARTY CITY	14.40	NEW YEARS BASH-BALLOONS, CONFETTI
CCC	1/2/24	PARTY CITY	3.00	50 CT PARTY PLASTIC BAGS
CCC	1/3/24	WASTE CONNECTIONS	1,102.13	GARBAGE PICKUP
CCC	1/4/24	ADOBE SYSTEMS	114.98	CREATIVE CLOUD APP APPS
CCC	1/4/24	AMAZON.COM	15.98	WELLNESS PROGRAM PRIZES-WATER BOTTLES, JOURNAL
CCC	1/4/24	WAL-MART	23.44	NEW YEARS BASH-PUNCH SUPPLIES
CCC	1/5/24	MRPA	207.00	MRPA AWARDS BANQUET-JAIME, RACHEL, MISSY
CCC	1/5/24	MRPA	69.00	MRPA LUNCH, AWARDS CEREMONY
CCC	1/5/24	TARGET	23.07	NEW YEARS BASH-PUNCH CUPS
CCC	1/5/24	SAMS CLUB	562.28	VARIOUS PROGRAMS SUPPLIES
CCC	1/5/24	SAMS CLUB	57.16	SPPONS, WIPES, LYSON, CLEMENTINES
CCC	1/5/24	MRPA	69.00	MRPA LUNCHEON & MEETING
CCC	1/9/24	THE LIFEGUARD STORE	286.87	LIFEGUARD EQUIPMENT-RASHGUARDS, WHISTLES, LANYARDS
CCC	1/9/24	CINTAS	102.97	CCC RUG SERVICE
CCC	1/9/24	CINTAS	102.97	CCC RUG SERVICE
CCC	1/10/24	AIRPORT LIMOUSINE SERV	240.00	SHUTTLE FROM AIRPORT TO CONFERENCE
CCC	1/10/24	AMAZON.COM	31.79	WELLNESS PROGRAM PRIZES-BOOK, MICROFIBER TOWEL, PLANNER
CCC	1/11/24	MINNESOTA CLAY CO USA	213.87	POTTERY SUPPLIES-CLAY, GLAZES
CCC	1/11/24	MINNESOTA CLAY CO USA	26.00	CLAY
CCC	1/11/24	BATTERIES+BULBS	84.60	FIRE ALARM SYSTEM BACK-UP BATTERIES
COMMUNITY DEVELOPMENT	12/29/23	PLANETIZEN* PL COURSES	224.95	Course Subscription 2024 - Nate Kabat
COMMUNITY DEVELOPMENT	12/29/23	PLANETIZEN* PL COURSES	224.95	ANNUAL SUBSCRIPTION
COMMUNITY DEVELOPMENT	1/3/24	ECONOMIC DEVELOPMENT ASS	545.00	EDAM MEMBERSHIPS FOR JULIE, ELISE
COMMUNITY DEVELOPMENT	1/4/24	CFA INSTITUTE	350.00	EHLERS CONFERENCE REGISTRATION

PURCHASE CARD TRANSACTIONS
JANUARY 2024 STATEMENT

Department	Transaction Date	Merchant DBA Name	Amount	Charge Desc.
COMMUNITY DEVELOPMENT	1/4/24	ECONOMIC DEVELOPMENT ASS	350.00	EDAM WINTER CONFERENCE REGISTRATION
CURLING CENTER	12/13/23	AMAZON.COM	20.57	BLDG WATER QUALITY TESTING STRIPS
CURLING CENTER	12/16/23	WALGREENS	32.15	CANDY FOR COFFEE MUG STUFFERS-CURLING NIGHT OUT
CURLING CENTER	12/18/23	SCHILLING SUPPLY COMPANY	551.23	SUPPLIES-SOAP, TOWELS, CANLINERS
CURLING CENTER	12/21/23	GARTNER REFRIGERATION	418.00	WATER HEATER REPLACEMENT CONSULTATION
CURLING CENTER	1/1/24	WASTE CONNECTIONS	836.03	GARBAGE PICKUP
CURLING CENTER	1/2/24	SCHILLING SUPPLY COMPANY	278.06	SUPPLIES-BATTERIES, TOWELS, TP, SCOURING PADS
CURLING CENTER	1/3/24	FLEET FARM	238.33	UPHOLSTERY CLEANER, FLOOR POLISH
CURLING CENTER	1/5/24	CUSTOM REFRIGERATION	941.59	ICE MACHINE REPAIR
CURLING CENTER	1/9/24	KLINGSPOR'S WOODWORKING S	305.79	SANDPAPER FOR ROCKS CONDITIONING
ELECTRIC	12/14/23	HOME DEPOT	40.53	QUICKRITE CONCRETE
ELECTRIC	12/20/23	HOME DEPOT	135.77	MN RIVER STATION MAINTENANCE
ELECTRIC	12/26/23	OFFICE MAX	91.21	OFFICE SUPPLIES-Electric admin
ELECTRIC	12/27/23	HOME DEPOT	465.22	TOOLS FOR NEW TRUCKS
ELECTRIC	1/3/24	HOME DEPOT	498.00	SHELVES FOR WTP
ELECTRIC	1/9/24	HOME DEPOT	83.89	PAINT SUPPLIES
ELECTRIC	1/10/24	APPA	1,220.00	APPA LINEWORKERS RODEO
ELECTRIC	1/11/24	FLEET FARM	129.99	WADERS FOR SEWER MANHOLES
FINANCE	12/17/23	AMAZON.COM	1,299.00	BUSINESS PRIME MEMBERSHIP RENEWAL
FINANCE	12/20/23	CITY OF CHASKA-CITY HALL	-92.70	REFUND-CIVIC GOV BUSINESS LIC SOFTWARE TESTING
FINANCE	1/2/24	CENTURYLINK	769.12	JAN PHONE & LONG DIST SVC
FINANCE	1/2/24	MET COUNCIL ACCTS REC WEB	20,000.00	FEB SEWER SERVICE FOR MET COUNCIL
FINANCE	1/3/24	MINNESOTA GOVERNMENT	70.00	MEMBERSHIP RENEWAL
FINANCE	1/4/24	CFA INSTITUTE	350.00	REGISTRATION-TIF/TAX ABATEMENT CONFERENCE
FINANCE	1/4/24	CFA INSTITUTE	350.00	EHLERS PUBLIC FINANCE SEMINAR
FINANCE	1/10/24	VERIZON WIRELESS	7,924.95	JAN 2024 PHONE SERVICE
FIRE	12/13/23	SEWN PRODUCTS DIVISION	390.00	SEAT COVERS FOR NEW TAHOE
FIRE	12/14/23	OFFICE DEPOT	23.15	PENS FOR DEPARTMENT
FIRE	12/15/23	OFFICE DEPOT	67.98	SELF-INKING STAMPS
FIRE	12/15/23	IAAI	103.00	MEMBERSHIP DUES
FIRE	12/15/23	MN IAAI	25.00	MEMBERSHIP DUES
FIRE	12/15/23	NFSIPF	50.00	NFSA MEMBERSHIP-AL
FIRE	12/18/23	WILLY MCCOYS CHASKA LLC	40.90	DINNER FOR MUTUAL AID DEP COVERING CFD'S CALL
FIRE	12/19/23	HOME DEPOT	29.97	HARDHAT FOR INSPECTOR
FIRE	12/19/23	HOME DEPOT	84.94	STEP LADDERS FOR INSPECTORS
FIRE	12/20/23	HOME DEPOT	6.23	ELECTRICAL TAPE
FIRE	12/21/23	CLARION EVENTS	74.95	MAGAZINE SUBSCRIPTION
FIRE	12/22/23	MTM HYDRO PARTS	146.52	SOAP FOR TRUCKS
FIRE	12/26/23	MINNESOTA STATE FIRE CHIE	285.00	TRAINING REGISTRATION-MATT M.
FIRE	12/27/23	CAT5 COMMERCE	273.08	HANDHELD LIGHTS FOR BOAT
FIRE	12/27/23	CAT5 COMMERCE	-21.10	TAX REFUNDED-HANDHELD LIGHTS FOR BOAT
FIRE	12/30/23	TARGET	5.19	BATTERY FOR E11 GARAGE DOOR OPENER
FIRE	1/1/24	KWIK TRIP	17.47	FUEL FOR BOAT
FIRE	1/2/24	ASPEN MILLS	19.35	DUTY UNIFORM-JERAD
FIRE	1/3/24	SAF-GARD SAFETY SHOE CO	204.99	BOOTS FOR FIREFIGHTER-SARAH
FIRE	1/3/24	AMAZON.COM	9.35	BOAT PARTS TO CHANGE LIGHTS
FIRE	1/3/24	AMAZON.COM	41.56	BOAT PARTS FOR CHANGING LIGHTS
FIRE	1/4/24	OFFICE DEPOT	39.78	LAMINATING POUCHES
FIRE	1/7/24	AMAZON.COM	13.99	CHARGER ADAPTER FOR NEW TAHOE
FIRE	1/7/24	HILTON GARDEN INN	225.94	LODGING FOR TRAINING
FIRE	1/8/24	FIRST PRO	108.00	STRAPS FOR BACKBOARD
FIRE	1/9/24	LWSHOES	229.95	DUTY BOOTS FOR FIREFIGHTER-MATT M.
FIRE	1/9/24	MINNESOTA STATE FIRE CHIE	285.00	TRAINING-OFFICER SCHOOL-CHRISTOPHER G.
FIRE	1/10/24	NFPA NATL FIRE PROTECT	557.99	ANNUAL SUBSCRIPTION
FIRE	1/10/24	HOME DEPOT	169.94	EQUIPMENT FOR INSPECTORS-LASER MEASURE
FIRE	1/11/24	ICC CHICAGO REGIONAL OFFI	48.71	HOUSING CODE DOWNLOAD CODE
HUMAN RESOURCES	1/6/24	PRELUDE	12.00	INTERVIEW SCHEDULING SOFTWARE
HUMAN RESOURCES	1/7/24	CHECKR INC	329.94	BACKGROUND CHECKS
INFORMATION TECHNOLOGY	12/12/23	MICRO CENTER	49.95	USB storage drives
INFORMATION TECHNOLOGY	12/14/23	AMAZON.COM	94.90	MSB Vehicle Surface Mount
INFORMATION TECHNOLOGY	12/14/23	DATA TECHNICAL SERVICES	760.00	Datacenter CRV repair/work
INFORMATION TECHNOLOGY	12/15/23	MICRO CENTER	839.96	Micro Center Order IT and the LOOP December 15th 2023
INFORMATION TECHNOLOGY	1/8/24	MICRO CENTER	119.94	Camera Equipment for The LOOP
INFORMATION TECHNOLOGY	1/10/24	HOME DEPOT	68.42	Equipment for IT
MSB	12/13/23	KEURIG	35.98	BREAKROOM COFFEE
MSB	12/14/23	FAIRCHILD EQUIPMENT INC	174.36	#46 FORKLIFT BRAKE WHEEL CYLINDERS-PARK BRAKE CABLES
MSB	12/15/23	AMAZON.COM	109.80	PUMP
MSB	12/20/23	CHASKA DRIVER LICENSE EXA	3,264.62	#90 NEW UNIT TAX AND LICENSE
MSB	12/20/23	CHASKA DRIVER LICENSE EXA	3,266.62	UNIT #202 NEW UNIT TAX AND LICENSE
MSB	12/20/23	CHASKA DRIVER LICENSE EXA	3,264.62	#93 NEW UNIT TAX & LICENSE
MSB	12/20/23	CHASKA LICENSE CENTER FEE	70.23	#202 NEW UNIT TAX AND LICENSE FEE
MSB	12/20/23	CHASKA LICENSE CENTER FEE	70.19	#93 NEW UNIT TAX & LICENSE FEE
MSB	12/20/23	CHASKA LICENSE CENTER FEE	70.19	#90 NEW UNIT TAX AND LICENSE FEES
MSB	12/21/23	HARBOR FREIGHT TOOLS	480.68	SHOP TOOLS

Department	Transaction Date	Merchant DBA Name	Amount	Charge Desc.
MSB	12/21/23	NTE	333.70	SHOP TOOLS
MSB	12/26/23	PLUNKETT'S PEST CONTROL	89.02	WTP-PEST CONTROL
MSB	12/26/23	PLUNKETT'S PEST CONTROL	61.20	KLEIN MANSION
MSB	12/27/23	AMAZON.COM	24.62	SHOP ENGRAVING TOOLS
MSB	12/28/23	AMAZON.COM	92.98	PIPE WRENCHES
MSB	12/29/23	AMAZON.COM	255.84	TRACTION CLEATS-ELECTRIC
MSB	12/31/23	AMAZON.COM	191.88	TRACTION CLEATS
MSB	1/2/24	AMAZON.COM	-438.76	TRACTION CLEATS-CREDIT
MSB	1/4/24	PLUNKETT'S PEST CONTROL	54.19	WEST CREEK SUBSTATION-PEST CONTROL
MSB	1/4/24	PLUNKETT'S PEST CONTROL	54.19	LAKE HAZELTINE SUBSTATION-PEST CONTROL
MSB	1/4/24	PLUNKETT'S PEST CONTROL	54.19	BLUFF CREEK SUBSTATION
MSB	1/6/24	SAMS CLUB	46.98	BREAKROOM COFFEE
MSB	1/7/24	AMAZON.COM	24.98	ADVIL-OFFICE
MSB	1/8/24	WASTE CONNECTIONS	1,016.12	MSB
MSB	1/8/24	WASTE CONNECTIONS	241.96	FIRE STATION
MSB	1/8/24	WASTE CONNECTIONS	761.47	CITY HALL-GARBAGE
MSB	1/8/24	WASTE CONNECTIONS	229.89	VETERAN'S PARK-GARBAGE
MSB	1/8/24	WASTE CONNECTIONS	180.41	THE LOOP
MSB	1/8/24	WASTE CONNECTIONS	315.78	TOWN COURSE MAINTENANCE-GARBAGE
MSB	1/9/24	AMAZON.COM	13.85	REPLACEMENT COVER FOR CHAINSAW
MSB	1/10/24	WORKPLACE SERVICES DIVISI	200.00	ELEVATOR PERMITS
MSB	1/10/24	CHASKA DRIVER LICENSE EXA	2,061.25	2024 VEHICLE LICENSES
MSB	1/10/24	CHASKA LICENSE CENTER FEE	44.32	2024 VEHICLE LICENSE FEES
MSB	1/11/24	WAL-MART	401.04	TRACTION SHOES-ELECTRIC
MSB	1/11/24	AMAZON.COM	271.06	#46 PROPANE TANKS FOR CCC FORKLIFT
PARK & REC	12/11/23	KWIK TRIP	3.04	BANANAS FOR BOX LUNCH BINGO
PARK & REC	12/12/23	AMAZON.COM	7.99	GLITTER PAPER FOR CHRISTMAS
PARK & REC	12/12/23	AMAZON.COM	18.59	ADAPTIVE NET SPORTS-BADMINTON BIRDIES
PARK & REC	12/13/23	COOPERS FOODS	130.80	DONUTS FOR HOLIDAY PARTY
PARK & REC	12/13/23	TARGET	56.64	PRESCHOOL HOLIDAY SHOW-COOKIES, JUICE, CUPS
PARK & REC	12/13/23	MICHAELS ARTS AND CRAFT S	5.34	CRAFT SUPPLY FOR HOLIDAY SHOW-GLITTER FOAM, GLUE
PARK & REC	12/18/23	TARGET	34.82	SPUD BAR-CHILI, KITCHEN SUPPLIES
PARK & REC	12/20/23	AMAZON.COM	-7.99	REFUND-GLITTER PAPER RETURNED
PARK & REC	12/27/23	AMAZON.COM	95.98	GYMNASTICS MAT
PARK & REC	12/28/23	TARGET	88.92	NEW YEARS BINGO BASH PRIZES-TEA, PRETZELS, CANDY, GAMES
PARK & REC	12/28/23	DOLLAR TREE	5.00	NEW YEARS BINGO PRIZES-GLASSES, HOT CHOCOLATE
PARK & REC	12/28/23	WALGREENS	5.53	NEW YEARS BINGO PRIZE-MUG, COCOA
PARK & REC	12/28/23	AMAZON.COM	16.08	ROOKIE SPORTS-PLAY TUNNEL TUBE
PARK & REC	12/28/23	AMAZON.COM	11.38	ROOKIE SPORTS-EXERCISE LADDERS
PARK & REC	12/28/23	AMAZON.COM	12.98	PICKLEBALL LADDER LEAGUE PRIZES-MESH BAGS
PARK & REC	12/28/23	URBAN AIR-PLYMOUTH	254.99	KIDS DAY OUT FIELD TRIP
PARK & REC	12/29/23	PICKLEBALLCENTRAL	340.39	PICKLEBALL NET
PARK & REC	12/29/23	AMAZON.COM	54.99	ROOKIE SPORTS-EXERCISE TRAMPOLINE
PARK & REC	12/29/23	AMAZON.COM	16.49	JUNIOR EXPORERS SENSORY BOTTLES
PARK & REC	12/29/23	WWW.GSDIRECT.NET	189.00	COLOR BOND PAPER
PARK & REC	1/1/24	WAL-MART	98.00	BADMINTON NETS
PARK & REC	1/2/24	DOLLAR TREE	22.50	BINGO BASH-DECOR, PRIZES-CANDY, TABLE COVERS
PARK & REC	1/2/24	TARGET	82.95	SLEDS, GLUE FOR SENSORY BOTTLES
PARK & REC	1/3/24	AMAZON.COM	-143.99	PICKLEBALL NET-RETURNED
PARK & REC	1/3/24	AMAZON.COM	-143.99	PICKLEBALL NET-RETURNED
PARK & REC	1/3/24	AMAZON.COM	-143.99	PICKLEBALL NET-RETURNED
PARK & REC	1/3/24	AMAZON.COM	4.06	GLITTER TAPE FOR SENSORY BOTTLES
PARK & REC	1/5/24	GS-JJ.COM	164.00	CUP CLUB MEMBERS ENAMEL PINS
PARK & REC	1/5/24	EASTERN CARVER COUNTY SCHLS	475.00	GYM RENTALS
PARK & REC	1/6/24	AMAZON.COM	25.45	GYMNASTICS CLASSES SUPPLIES-RUBBER STAMPS, INK PADS
PARK & REC	1/8/24	COOPERS FOODS	70.75	BOX LUNCH BINGO SANDWICHES
PARK & REC	1/8/24	TOTAL ENTERTAINMENT	400.00	DJ FOR TOUCH A TRUCK
PARK & REC	1/9/24	EPIC SPORTS	65.36	ADULT SPORTS-VOLLEYBALLS
PARK & REC	1/9/24	BOWLERO EDEN PRAIRIE	524.65	FIELD TRIP DEPOSIT
PARK & REC	1/9/24	AMAZON.COM	87.34	SUPPLIES FOR PNO-MODELING CLAY ALTERNATIVE
PARK & REC	1/9/24	AMAZON.COM	13.19	SUPPLIES FOR PNO-SALON CARE DEVELOPER
PARK & REC	1/9/24	AMAZON.COM	104.36	SUPPLIES FOR PNO-WOODEN MAGNETS, STRAWS, TABLE COVER
PARK & REC	1/9/24	AMAZON.COM	17.00	MOVIE FOR LODGE MOVIE FRIDAY
PARK & REC	1/9/24	OTC BRANDS	60.30	SUPPLIES FOR PNO-MAGIC SCRATCH, CHOCOLATE COINS
PARK & REC	1/10/24	TARGET	49.99	AOA B'DAY CAKE
PARK & REC	1/10/24	STAGES THEATRE COMPANY	146.00	PRESCHOOL FIELD TRIP
PARK & REC	1/10/24	AMAZON.COM	17.96	MOVIE FOR LODGE MOVIE FRIDAY
PARK & REC	1/10/24	WWW.GSDIRECT.NET	122.01	COLOR BOND PAPER
POLICE	12/13/23	CROOKED PINT ALE HOUSE	139.93	Police Chaplain Appreciation Lunch
POLICE	12/14/23	AMAZON.COM	21.81	2024 Planner and wall calendar
POLICE	12/15/23	RITE RUBBER STAMP CO	101.00	Evidence Labels
POLICE	12/17/23	AMAZON.COM	49.56	Batteries
POLICE	12/17/23	AMAZON.COM	33.04	Batteries
POLICE	12/17/23	AMAZON.COM	41.56	Plates

PURCHASE CARD TRANSACTIONS
JANUARY 2024 STATEMENT

Department	Transaction Date	Merchant DBA Name	Amount	Charge Desc.
POLICE	12/19/23	LITTLE CAESARS PIZZA	68.91	Explorers Christmas Party
POLICE	12/20/23	CARIBOU COFFEE	20.69	Coffee with a Cop
POLICE	12/21/23	OFFICE MAX	26.99	CPS - Planner
POLICE	12/29/23	CALIBRE PRESS	990.00	Recruiting and Retaining - Training #406/#411
POLICE	1/1/24	BCA TRAINING EDUCATION	250.00	Employee Recruitment and Development Training #412
POLICE	1/1/24	CIRCLE K	125.00	Fleet car wash
POLICE	1/2/24	TRANSUNION	81.60	Data Processing
POLICE	1/2/24	ADOBE SYSTEMS	21.66	Adobe subscription
POLICE	1/2/24	MARIE RIDGEWAY LICSW	400.00	Employee Wellness Retainer
POLICE	1/3/24	MAPET	35.00	Membership dues#409
POLICE	1/3/24	MAPET	35.00	Membership dues - Vilks
POLICE	1/4/24	AMAZON.COM	40.38	Binders
POLICE	1/5/24	BASIC FORENSIC INT	215.26	Basic Forensic Interview Training - #423
POLICE	1/5/24	NATIONAL TACTICAL OFFICER	35.00	Membership - National Tactical Officers Association
POLICE	1/5/24	RESPONDER GEAR	201.14	Laser Holster
POLICE	1/8/24	MINNESOTA CHIEFS OF POLIC	550.00	2024 ETI Conference #400
POLICE	1/8/24	MINNESOTA CHIEFS OF POLIC	550.00	2024 ETI Conference - #422
POLICE	1/9/24	MANKATO CITY CENTER RAMP	6.00	Parking - MSCIC Conference
POLICE	1/9/24	HILTON GARDEN INN	143.04	Lodging - MSCIC Conference #408/#416
POLICE	1/9/24	MINNESOTA CRIME PREVENTIO	50.00	Crime Prevention Membership #424
POLICE	1/10/24	NATIONAL TACTICAL OFFICER	724.00	Basic Crisis Negotiations Training - #418
POLICE	1/12/24	AMAZON.COM	51.99	Drinking cups
PUBLIC WORKS	12/12/23	HOME DEPOT	153.42	SHOP SUPPLIES
PUBLIC WORKS	12/12/23	HOME DEPOT	191.05	WINDOW TINT FOR IT DEPARTMENT
PUBLIC WORKS	12/12/23	AMAZON.COM	209.97	SMALL TOOLS
PUBLIC WORKS	12/13/23	CAMFIL USA INC	727.93	HVAC FILTERS
PUBLIC WORKS	12/13/23	AMAZON.COM	229.40	SMALL TOOLS
PUBLIC WORKS	12/14/23	COUNTRYSIDE FLAGPOLE	2,275.00	CHASKA FLAGS-PARKS AND BUILDINGS
PUBLIC WORKS	12/14/23	HOME DEPOT	15.64	WATERLINE PARTS FOR COMPRESSOR ROOM
PUBLIC WORKS	12/14/23	HOME DEPOT	66.93	WATERLINE FOR COMPRESSOR ROOM/SUPPLIES FOR BATHROOMS
PUBLIC WORKS	12/14/23	COUNTRYSIDE FLAGPOLE	3,715.00	FLAGS FOR CITY PARKS/BUILDINGS
PUBLIC WORKS	12/14/23	WINSUPPLY EDEN PRAIRIE MN	309.56	BAVARIA TOWER LIGHT
PUBLIC WORKS	12/15/23	FENCESCREEN LLC	1,461.41	PRIVACY SCREEN-PARKS
PUBLIC WORKS	12/15/23	WINSUPPLY EDEN PRAIRIE MN	125.00	PARTS FOR ZAMBONI CHARGER
PUBLIC WORKS	12/18/23	HOME DEPOT	63.46	PUNCHLIST REPAIRS-LOOP CLUBHOUSE
PUBLIC WORKS	12/18/23	HOME DEPOT	45.82	LOOP CLUBHOUSE-CURTAIN, RINGS AND SCREWS
PUBLIC WORKS	12/18/23	HOME DEPOT	243.27	LIGHTS AND PARTS
PUBLIC WORKS	12/18/23	HOME DEPOT	15.93	AIR FILTERS
PUBLIC WORKS	12/18/23	HI-VIS SAFETY CLOTHING	153.00	GLOVES FOR STORM SEWER WORK
PUBLIC WORKS	12/19/23	HOME DEPOT	58.97	UNIBIT
PUBLIC WORKS	12/19/23	HOME DEPOT	34.95	LOOP BOLLARD ANCHORS
PUBLIC WORKS	12/19/23	AMAZON.COM	1,439.73	SMALL TOOLS-PARKS
PUBLIC WORKS	12/19/23	WINSUPPLY EDEN PRAIRIE MN	416.00	BREAKER FOR ZAMBONI CHARGER
PUBLIC WORKS	12/19/23	WINSUPPLY EDEN PRAIRIE MN	1,054.23	LIGHTS AND FANS FOR TEMP FIRE STATION
PUBLIC WORKS	12/20/23	MENARDS	2,726.60	TINNING OF WALLS AT STORAGE BUILDING
PUBLIC WORKS	12/20/23	HOME DEPOT	77.73	MAINTENANCE SUPPLIES
PUBLIC WORKS	12/20/23	HOME DEPOT	31.88	MAINTENANCE SUPPLIES
PUBLIC WORKS	12/21/23	HOME DEPOT	4.50	TROWEL FOR FRP GLUE
PUBLIC WORKS	12/21/23	HOME DEPOT	16.41	DRILL BITS FOR DOOR WEATHER STRIPPING INSTALLATION
PUBLIC WORKS	12/21/23	HOME DEPOT	71.91	LANO BUILDING GUTTER
PUBLIC WORKS	12/21/23	HOME DEPOT	14.97	SCREWS
PUBLIC WORKS	12/21/23	HOME DEPOT	79.02	DYNAFLEX
PUBLIC WORKS	12/21/23	HOME DEPOT	17.27	SPRAY NOZZLES FOR HOSES
PUBLIC WORKS	12/22/23	AMAZON.COM	19.91	RIVETS
PUBLIC WORKS	12/22/23	AMAZON.COM	107.95	SMALL TOOLS-PARKS
PUBLIC WORKS	12/26/23	AMAZON.COM	48.18	SULFUR STICKS
PUBLIC WORKS	12/27/23	HOME DEPOT	4.56	SHIMS TO LEVEL BOLLARD
PUBLIC WORKS	12/27/23	AMAZON.COM	69.35	AIR HOSE
PUBLIC WORKS	12/27/23	HOME DEPOT	16.96	GARAGE DOOR LUBE
PUBLIC WORKS	12/28/23	HOME DEPOT	8.93	DRYWALL MUD FOR WALL REPAIRS
PUBLIC WORKS	12/28/23	HOME DEPOT	136.66	ANCHORS FOR BOLLARDS & HVAC FILTERS
PUBLIC WORKS	12/28/23	AMAZON.COM	70.76	PEST CONTROL
PUBLIC WORKS	12/28/23	AMAZON.COM	251.96	PEST CONTROL
PUBLIC WORKS	12/28/23	HOME DEPOT	85.20	GARAGE DOOR LUBE
PUBLIC WORKS	12/29/23	HOME DEPOT	1,476.00	SMALL TOOL-STORM SEWER AND STREETS
PUBLIC WORKS	1/2/24	HOME DEPOT	16.95	SCRUB BRUSH HANDLE CLEANING FLOORS
PUBLIC WORKS	1/2/24	MENARDS	539.68	LOOP MAINT-AIR LINE
PUBLIC WORKS	1/2/24	(APWA) AMERICAN PUBLIC WO	297.50	APWA MINNESOTA CHAPTER DUES
PUBLIC WORKS	1/2/24	HOME DEPOT	8.98	STAKES FOR PARK PROJECTS
PUBLIC WORKS	1/2/24	HOME DEPOT	197.82	PUMP HOUSE RENOVATION
PUBLIC WORKS	1/3/24	HOME DEPOT	24.97	SCREWS-LOOP CLUBHOUSE
PUBLIC WORKS	1/4/24	HOME DEPOT	123.67	LOOP PUMPHOUSE ROOF
PUBLIC WORKS	1/5/24	HOME DEPOT	36.97	SCREWS
PUBLIC WORKS	1/5/24	(APWA) AMERICAN PUBLIC WO	297.50	APWA MINNESOTA CHAPTER DUES-SELMER OLSON

PURCHASE CARD TRANSACTIONS
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PUBLIC WORKS	1/6/24	UNIVERSITY OF MINNESOTA	134.99	PESTICIDE APPLICATOR TRAINING MANUAL
PUBLIC WORKS	1/8/24	HOME DEPOT	13.72	KEY CUTTING & LOCK LUBE
PUBLIC WORKS	1/8/24	HOME DEPOT	92.76	B.BASKET DOOR SWEEPS
PUBLIC WORKS	1/8/24	HOME DEPOT	97.98	HAND FAUCET
PUBLIC WORKS	1/8/24	HOME DEPOT	82.35	CONCRETE ANCHORS
PUBLIC WORKS	1/8/24	HOME DEPOT	26.00	CONCRETE ANCHORS
PUBLIC WORKS	1/8/24	HOME DEPOT	115.89	DRILL SET AND TOOL BOX-PARKS
PUBLIC WORKS	1/9/24	ACE SUPPLY CO., INC.	671.82	EGG CREATE, DAMPER AND ETC.
PUBLIC WORKS	1/9/24	HOME DEPOT	43.03	CCC MAINTENANCE-SCREWS
PUBLIC WORKS	1/9/24	MENARDS	896.40	CCC RINK PARTY ROOM CEILING
PUBLIC WORKS	1/9/24	HOME DEPOT	506.41	SMALL TOOLS-WATER PUMP AND SAW BLADES
PUBLIC WORKS	1/9/24	HOME DEPOT	16.97	HOLE SAW
PUBLIC WORKS	1/10/24	HOME DEPOT	6.30	BOLTS
PUBLIC WORKS	1/10/24	AMAZON.COM	83.43	MOUSE POISON
PUBLIC WORKS	1/10/24	HOME DEPOT	19.85	KEYS-Bldg Maint
PUBLIC WORKS	1/11/24	AMAZON.COM	149.98	PUMP BATTERIES
TOWN COURSE	12/14/23	HOME DEPOT	24.84	CONCRETE MIX
TOWN COURSE	12/14/23	OFFICE DEPOT	39.61	2024 CALENDARS
TOWN COURSE	12/18/23	DURACARD	580.00	LOOP GIFT CARDS
TOWN COURSE	12/19/23	DELTA AIRLINES	467.80	AIRFARE-PGA INDUSTRY SHOW-DEREK
TOWN COURSE	12/19/23	DELTA AIRLINES	467.80	AIRFARE-PGA INDUSTRY SHOW-JOHN
TOWN COURSE	12/20/23	DELTA AIRLINES	437.80	AIRFARE-PGA INDUSTRY SHOW-ANDREW
TOWN COURSE	12/21/23	USPS	4.75	POSTAGE FOR NAMEPLATES
TOWN COURSE	12/28/23	HOME DEPOT	37.78	CONCRETE MIX
TOWN COURSE	1/2/24	GOLFCO INTERNATIONAL INC	731.67	ROLLER PARTS
TOWN COURSE	1/2/24	NORTHERN TOOL EQUIP	839.97	HOSE REEL
TOWN COURSE	1/3/24	TRUE-SURFACE BY TURFLI	1,825.00	VIBRATORY ROLLER PARTS
TOWN COURSE	1/4/24	TRUE-SURFACE BY TURFLI	984.00	VIBRATORY ROLLER PARTS
TOWN COURSE	1/5/24	HOME DEPOT	105.84	PAPER TOWELS & BATTERIES
TOWN COURSE	1/10/24	HOME DEPOT	18.61	GFI OUTLET
TOWN COURSE	1/10/24	MINNESOTA SECTION PGA OF	90.00	LEADERSHIP SEMINAR-DEREK
TOWN COURSE	1/10/24	MINNESOTA SECTION PGA OF	90.00	LEADERSHIP SEMINAR-ANDREW
TOWN COURSE	1/10/24	MINNESOTA SECTION PGA OF	90.00	LEADERSHIP SEMINAR-JOHN
TOWN COURSE	1/10/24	HOME DEPOT	34.42	LOOP-KEYS
WATER/SEWER	12/21/23	HOME DEPOT	88.20	WTP RUGS
WATER/SEWER	12/27/23	AG PARTNERS	145.10	TUBING & SHARKBITE
WATER/SEWER	1/2/24	HOME DEPOT	83.29	PAINTING SUPPLIES
WATER/SEWER	1/4/24	HOME DEPOT	151.92	TOTES FOR WTP
WATER/SEWER	1/8/24	FLEET FARM	239.98	LUIS & CARTER EMPLOYEE CLOTHING
		MONTHLY TOTAL	**116,753.08**	

Biweekly Report

February 5, 2024

By:

Matt Podhradsky

COUNCIL MEETING/WORK SESSION SCHEDULE

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

February 5th: Prior to the start of the Council meeting on Monday night, we are planning on holding my annual performance review. This will start at 5:30 pm. As we have done in the past, this is an actual closed meeting, so the Council will start at 5:30 by opening the City Council meeting and then making a motion to move to a closed meeting. Following the completion of my review at 6:40, the Council will then come back into the open meeting and conduct a commission interview prior to the regular Council meeting starts at 7 pm. At the following Council meeting on February 26th, the Council will then need to provide a summary of the review discussions for the public as well as take any action, if any, on salary changes resulting from the review. This will be in writing, so the public has access to it. If there are any questions on this process/procedure, please either let Elise or me know. Following my review, and the last commission interview, we will have the regular Council meeting with one of the main items that night being the appointment of Commission members to open seats in each of our City's commissions.

February 19th: No meeting on this evening because of President's Day holiday.

February 26th: This will be the date of the second Council meeting of February because of President's Day. We will have some items coming from the Planning Commission on that night. Currently, we are not planning to have a work session.

If you have any questions about this meeting schedule or are unable to attend a meeting, please just let me know. Remember that March will get back to our normal schedule of Council meetings on the 1st and 3rd Mondays of the month. At this time, we know we will have a Work Session at the second meeting of March (18th) as we do plan on having the CCC Task Force present their final recommendations of their Task Force work. We may also have a Work session prior to the March 4th Council meeting but are not certain at this time.

2024 COUNCIL/DEPARTMENT HEAD RETREAT

As a reminder we are set to have the 2024 Council/Department Head retreat on Thursday and Friday, March 21 and 22nd. This retreat will take place at the Fire Station as we will not need to have all the items removed from there by that time. We will start each day at 8:30 am and will wrap up by 4 pm. We will have snacks/beverages in the morning and afternoon provided as well as lunch each day. I will be getting back to you as we get closer to the retreat date with the exact topic we will discuss this year.

If you have any questions, just let me know. I look forward to this year's session!

EMPLOYEE YEARS OF SERVICE AND AWARDS BREAKFAST

As we do each February, we will be holding the annual Employee Years of Service Recognition Breakfast on Wednesday, February 21st from 7:30-9:30 am at the Chaska Event Center. As is our normal custom, we will have the Mayor address the employees as well as me providing a recap of the past year and a preview of what they can expect over the last 12 months. In addition to recognizing our employees for major years of service milestones working with the City of Chaska, one new thing we will have this year is the addition of Awards to recognize employees for major accomplishments as voted by their peers. Specifically, we will have awards for Chaska Values Champion, Quality Service Award, Achievement Award, Newcome of the Year, and Part-time Employee of the Year. This is something that our BeWell Committee has been working on for the past year and I think it will be a nice addition to our annual traditions.

If you can attend the breakfast as a Council person, we would love to have you. Please just let me know so we know if we must post it as an open meeting. Otherwise, if you have any questions, please feel free to let me know.

COMMUNITY CENTER MASTER PLAN

As Council is aware, we have had in place for about 18 months a Community Center Master Plan Task Force. This group of people was selected by the Council with the task of looking at the current condition of the Community Center and helping make recommendations about where they think the City should go with the Community Center in the future, specific improvements that they think should be considered, and what funding mechanisms they could get behind to help achieve the goals that they have identified in the plan. At this time, the CCC Task Force is moving into the final phases of its work and is planning to have one final meeting in February to come up with a final draft of the plan to present to Council. It would be our intent at this time to have the Task Force present to the Council during the March 18th Work Session. This would be a time for the Task Force to give you their findings, answer any questions you might have about the recommendation, and for them to clarify things that may not be clear. There is no action that is planned as part of this Work Session. Instead, we have planned to have a discussion of the Task Force recommendations as part of our annual retreat which will be held later that week.

If you have any questions about this work, or how we have the process structured moving forward, please just let me know. Otherwise, we look forward to sharing what the Task Force has put together at the March 18th Work Session.

CANNABIS DISPENSARY LICENSING

As the Council is aware, Cannabis was legalized by the State Legislature, with it officially becoming legal this past summer. While it has been legal for people to possess and use a defined amount of cannabis, what has not occurred yet is the legal sale of cannabis in dispensaries, except for some that have been put up on tribal lands across the State. The reason for this is that the State needed to start from scratch in creating a department to regulate and monitor cannabis sale, like what they currently do with alcohol, tobacco, and gambling. They are in the process of standing up this department, and as part of that will be promulgating the rules that will be used to enforce State statute for the sale and use of cannabis. It is expected that it will at least by January 1, 2025, before the State will be ready to start issuing licenses.

Just like with alcohol and tobacco licenses, municipalities will be given some leeway on the number of licenses we issue in the community, so long as we follow State Statute. It is clear that we will be required to allow a minimum number of licenses based on our population, but we will be able to allow more than that minimum if we desire. To prepare for this discussion, Staff is going to be getting together in the next two weeks to start identifying the issues we will need to think of and the questions that will need to get answered as we develop our local ordinance to regulate this. We will be doing this to prepare for a future Work Session in which we will go through with the Council some of the things that you should think about when establishing our ordinance, and to answer questions you might have about what we can and cannot do. The goal will be to have this work done by fall so we are able to start our licensing process in conjunction with the State and to provide ample opportunity for the public to weigh in with concerns or answer any questions they may have.

At this time, I just wanted to make sure you were aware we are working on this, and that we will schedule time at a future date to start going through the process of drafting our ordinance.

If you have any questions, just let me know.

OUTDOOR ICESKATING RINKS CLOSING

While I just shared with you in the last bi-weekly report that we were able to work to get the outdoor ice rinks open, we unfortunately are now having to close them again due to warm weather. Looking into the long-range forecast, we do not anticipate having any significant cold snaps during February, meaning that we will likely not see the ice rinks open again for the season.

I do want to thank all the Public Works crews that put in a significant amount of work to get the rinks open for the days they could be used. It takes several days to prepare the ice to make it usable for skating. We were able to see the rinks open for only about 8 days this season.

If there are any questions about this, please feel free to contact me.

UPCOMING EVENTS

- Firemen's Ice Fishing Contest (66th Annual)-February 3rd: Because of the warm weather that we were experiencing, and the uncertainty of the ice that has formed, the Fire Department has moved to cancel the on-ice portion of this event. As they have done several other years in the past where the weather has not been cooperative, they will still be having the off-ice activities and games in the Event Center and out in the park. Even without fishing this is a fun event! The event runs from 1-3 pm.