

WORK SESSION
Recreation Enterprise Funds – 5 Year Forecast
(Town Course, Par 30, Community Center, Curling/Event Center)
5:45 pm – 7 pm



AGENDA
CHASKA CITY COUNCIL
ONE CITY HALL PLAZA, CHASKA CITY HALL
Monday, December 03, 2018
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adopt Agenda
5. Visitor Presentation
6. Approve Previous Meeting Minutes
 - 6.A. Approve City Council Minutes from 11/19/2018
 - 6.B. Approve City Council Board of Canvass Minutes 11/13/2018
7. Consent Items
 - 7.A. Adopt Resolution 2018-139, Designate Polling Locations
 - 7.B. 2019 Business License Renewals
 - 7.C. Municipal Tort Liability Limits
 - 7.D. Public Improvements - Club West 3rd Addition
 - 7.E. Public Improvements - Club West 4th and 6th Addtions

8. Action Items

8.A. Truth In Taxation Public Hearing

8.B. Adopt Resolution 2018-140, Concept Plan for City Square West and Library Sites

9. Bills

9.A. AP Council Roster 12-3-18

10. Other Business

10.A. City Administrator's Report

10.B. Biweekly Report

10.C. Other Reports

10.C.i. Metro Mosquito Control 2018 Activity Summary

10.D. Other Meeting Minutes

10.D.i. Receive the draft Minutes of the November 14, 2018 Planning Commission Meeting

11. Adjourn

DRAFT

**- MINUTES -
CHASKA CITY COUNCIL
NOVEMBER 19, 2018**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Schulz, Boe, Geisler, and Mayor Windschitl.
Absent: None

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

4. Adopt the Agenda

Motion by Councilmember Schulz, second by Councilmember Geisler to adopt the agenda as presented.

Motion carried.

5. Visitor Presentation

5.A. Sean Olsen – Special Election Petition

Sean Olsen, 1732 Prescott Lane, explained why he felt it was unfair for 2 Wards of the City to be represented for two years by unelected councilmembers and stated a special election for these positions should occur. Mr. Olsen noted that over 150 Chaska residents signed a petition supporting a special election for Ward 2 and 4.

Mayor Windschitl thanked Mr. Olsen and noted that the Council does not take action during Visitor Presentation, but will take his information for consideration. He also pointed out that Ward 2 does not officially have an opening yet, and the determination for filling it has not been made.

6. Minutes

Motion by Councilmember Boe, second by Councilmember Geisler to approve the minutes of the November 5, 2018 City Council meeting.

Motion carried.

7. Consent Agenda

Motion by Councilmember Geisler, second by Councilmember Schulz to approve the Consent Agenda Items A through B:

A. Adopt Resolution No. 2018-137, MnDOT Master Partnership Contract

Motion to Adopt Resolution No. 2018-137 to enter into the MnDOT Master Partnership Contract

B. Authorize 2019 Prosecution Contract

Motion to authorize the Mayor and City Administrator to execute the 2019 County Prosecution Contract.

Councilmember Schulz commented that it is helpful when the County comes and presents what they have been doing in relation to the Prosecution Contract, especially with new councilmembers coming.

City Administrator Podhradsky agreed and stated Staff will ask the County Attorney to come and present.

Motion carried.

8. Action Items

8.A. Chaska City Council Ward 4 Appointment

City Administrator Podhradsky introduced the item to the Council.

Mayor Windschitl stated that they interviewed four exceptional applicants prior to the meeting and that unless anyone objected, he suggested the Council move forward with the appointment.

Councilmember Schulz agreed.

Councilmember Boe stated that he would support appointment or special election for Ward 4.

Councilmember Geisler stated that since the Council are elected officials and State Statute supports appointment in this case, she supports appointment tonight.

The Council discussed the difficulties in campaigning during a winter special election and the historically low voter turn-out for these elections.

Councilmember Geisler also noted that filling this vacancy is important for keeping the City business going forward as Councilmember absences with already low numbers can affect Council action.

Motion by Councilmember Schulz, second by Councilmember Geisler to appoint Mike Huang to the Chaska City Council Ward 4 position for the remaining term of office November 19, 2018 to December 31, 2020.

The Council commented that there were four very strong candidates but that they felt Mike Huang brought a lot of experience.

Motion carried.

City Attorney Melchert swore in Mike Huang for the Councilmember position for Ward 4. Councilmember Huang then joined the Council up front for the remainder of the meeting.

8.B. Adopt Resolution 2018-138, Approving the 2040 Comprehensive Plan/City of Chaska/PC No. 2018-34

City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

City Administrator Podhradsky explained that MUSA stands for Metro Urban Service Area which is where sewer extends to in the community.

City Planner Hanson continued her presentation of the item.

Councilmember Schulz looked for clarification on what Winter Cities meant.

Staff explained it was geared toward increasing activity levels within the City during the winter.

City Planner Hanson went on presenting the item.

City Administrator Podhradsky explained that the draft document will be online and that residents could look at it and provide comments.

Community Development Director Ringwald explained the schedule for the Comprehensive Plan (Comp Plan).

City Administrator Podhradsky provided further detail into how the City develops and uses the Comp Plan in regards to zoning.

Councilmember Geisler looked to clarify whether the rehab of Hwy 41 downtown is already in the Comp Plan and whether it gets updated with the new designs they come up with.

Community Development Director Ringwald responded that since this is a guiding document, it will not get very detailed, but the references to the designs and the traffic numbers, etc. are included in the Comp Plan.

City Administrator Podhradsky asked Community Development Director Ringwald to comment on where the 2040 Comp Plan puts Chaska in its development pattern.

Community Development Director Ringwald stated that it puts the City at full development and is really the last growth plan.

City Administrator Podhradsky commented that a Comprehensive Plan in a fully developed community looks a lot different than one in a developing community.

Motion by Councilmember Boe, second by Councilmember Schulz to adopt Resolution No. 2018-138 approving the 2040 Comprehensive Plan. Motion carried 4/1 (Councilmember Huang abstained as he had already voted on this item in the Planning Commission meeting).

9. Bills

9.A. AP Council Roster 11-19-18

Motion by Councilmember Geisler, second by Councilmember Schulz to approve the bills as presented. Roll call was taken. Voting aye: Councilmembers Schulz, Boe, Geisler, and Mayor Windschitl. Voting nay: None. Abstaining: Councilmember Huang. Motion carried.

10. Other Business

10.A. City Administrator's Report

10.B. Bi-Weekly Report

10.C. Other Meeting Minutes

10.C.i. Receive the October 25, 2019 Human Rights Commission minutes.

Councilmember Boe:

- Mentioned that the Hometown Holiday is on December 1, 2018 from 1-5 pm, and the tree lighting ceremony at Fireman's Park will be at 6pm on December 2, 2018.
- Informed the Council of his intent to resign from his Council seat on the Council effective January 7, 2019. He stated that he is excited to serve the community as the representative for 47B at the State House of Representatives and yet will miss serving on the City Council.
- Noted that there has been comments on social media that there are concerns with getting off and on Pioneer Trail from Kwik Trip. City Administrator Podhradsky agreed that this is an issue and explained that Staff are having discussions with the County regarding this and will update when there is more information.

Councilmember Huang:

- Thanked the Council for the appointment and stated he will do his best to serve everyone in Ward 4 to the best of his ability.

Councilmember Geisler:

- Inquired if the Chaska Commons sign will go back up. City Administrator Podhradsky stated that it would and provided further details on the timeline.
- Commented that Veteran's Park looks incredible and she is proud of what Chaska has done for the veterans. She noted that there was a great turnout for the dedication and thanked everyone for their help on the project.

Mayor Windschitl:

- Commented how great the dedication was at Veteran's Park.
- Acknowledged Councilmembers-elect McKayla Hatfield (Ward 3) and Jon Grau (Ward 1) in attendance.
- Thanked all the candidates for running for City Council.

- Thanked City Clerk Wetzel for her work with the election, as well as all the election judge volunteers. City Administrator Podhradsky echoed his thanks and noted that Minnesota has a good election system in place.
- Noted Chaska had about a 76% voter turn-out, and Carver County had about 80%. He also noted that Carver County was the first county to have all their results in to the State. City Administrator Podhradsky added that Carver County has had that record for a long time.

City Administrator Podhradsky:

- Noted there will be a work session on December 3, 2018 prior to the City Council meeting.
- Congratulated Parks and Recreation Director Grange for finishing the Iron Man competition yesterday.

11. Adjourn

Motion by Councilmember Schulz, second by Councilmember Boe to adjourn the meeting at 8:15 pm.

Motion carried.

DRAFT

**- MINUTES -
CHASKA CITY COUNCIL
November 13, 2018**

1. Call to Order

The meeting was called to order by Mayor Windschitl at 6:00 pm.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Boe and Geisler, and Mayor Windschitl.
Absent: Councilmember Schulz

Also Present: Matt Podhradsky, City Administrator

4. Adopt the Agenda

Motion by Councilmember Geisler, second by Councilmember Boe to adopt the agenda, as amended.
Motion carried.

5. Visitor Presentation

No one appeared under Visitor Presentation.

6. Adopt Resolution No. 2018-136, Certifying the Results of the November 6, 2108 Municipal General Election

City Administrator Podhradsky presented the item.

Motion by Councilmember Boe, second by Mayor Windschitl, to adopt Resolution No. 2018-136 Certifying the Results of the November 6, 2018 Municipal General Election.
Motion carried 2/1 (Geisler).

7. Bills

There were no bills to approve.

8. Other Business

City Administrator Podhradsky noted that interviews for the Ward 4 Council Seat begin at 4:30 pm on Monday, November 19, 2018.

Councilmember Geisler inquired how much of that would be open.

City Administrator Podhradsky responded that it all would be open.

9. Adjourn

Motion by Councilmember Boe, second by Councilmember Geisler to adjourn the meeting at 6:14 pm.
Motion carried.

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/3/2018

Subject: Designating Polling Place Locations for 2019 Elections

Prepared By: Denise Wetzel, Senior Clerk

Minnesota State Statute 204B.16 Subdivision 1 requires that by December 31 of each year, the governing body of each municipality designate by ordinance or resolution a polling place for each election precinct/ward for the following calendar year.

The City of Chaska currently has the following wards and locations:

Ward	Location
1	Chaska Moravian Church, 115 East 4 th Street
2	Christ Victorious Lutheran Church, 9860 Shady Oak Rd
3	Church on the Hill, 952 Trumble Street
4	Chaska Community Center (Community Room), 1661 Park Ridge Drive

Staff recommends all polling locations remain as is.

CITY COUNCIL ACTION REQUESTED

Motion to approve Resolution Designating Polling Place Locations for 2019 Elections.

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 12/3/2018 **RESOLUTION NO.** 2018-139

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

Resolution Designating Polling Place Locations for 2019 Elections

WHEREAS, Minnesota State Statute 204B.16 Subdivision 1 requires that by December 31 of each year, the governing body of each municipality designate by ordinance or resolution a polling place for each election precinct/ward for the following calendar year.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Chaska, Minnesota, that the following polling places are designated for each election ward in 2019:

Ward	Location
1	Chaska Moravian Church, 115 East 4 th Street
2	Christ Victorious Lutheran Church, 9860 Shady Oak Rd
3	Church on the Hill, 952 Trumble Street
4	Chaska Community Center (Community Room), 1661 Park Ridge Drive

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 3rd day of December 2018.

Mark Windschitl, Mayor

Attest: _____
Deputy Clerk

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/3/2018

Subject: 2019 Business License Renewals

Prepared By: Denise Wetzel, Senior Clerk

Business License Renewals:

It is time to renew all annual business licenses, apart from alcohol and transient accommodation licenses, for the upcoming business license period beginning January 1, 2019 and ending December 31, 2019.

The businesses we license are Games of Skill, Refuse Haulers, Massage Therapists, Massage Therapy Commercial Business Sites, Tobacco Sales.

All licenses/registrations are set forth and listed below. The fees remain the same as last year. All businesses/individuals who had licenses last year were contacted by mail and requested to return their renewal paperwork by November 23rd. The following businesses/individuals have returned their paperwork and payments. In 2018 there were 6 refuse haulers utilizing a total of 66 trucks, 18 businesses selling tobacco, 4 games of skill vendors servicing 9 locations, 1 massage therapy business license, and 10 individual licensed massage therapists. There was a total of 68 solicitors, 3 peddlers, 7 transient permits and 3 transient accommodation licenses issued for the year also.

2019 Business Applicants and Fees:

The following is the list of businesses requesting permits as of December 3, 2018, for the year 2019. All the refuse hauler, game of skill and massage therapy business licenses application renewals have been received. I am waiting for 2 tobacco and several massage therapist's renewal applications. I expect more renewals to follow and will update the Council.

Refuse Haulers: \$56.00 per vehicle

Aspen Waste Systems – 4 Vehicles
Dick's Sanitation Service – 5 Vehicles
Randy's Sanitation – 22 Vehicles
Republic Services – 16 Vehicles
Suburban Waste – 5 Vehicles
Waste Management – 24 Vehicles

Massage Therapists: \$112.00

Yan Zhenzhen (AKA Rose White)
Zhongqi Bai (AKA Jack White)

Massage Therapy Business \$300

Royal Massage

Games of Skill: \$16 per unit/\$16 site

Mendota Valley Amusement - \$432
Superior Vending - \$192
Theisen Vending - \$144

Tobacco Licenses: \$222.00

Chaser's Beverage Center
Chaska Market
Cooper's Foods
Cub Foods
Cy's Liquors
Dolce Vita Wine Shop
Hazeltine Golf Course
Holiday Stationstore #67
Holiday Stationstore #340
Kwik Trip
Oak 19
River City Liquors
SuperAmerica Store 4507
SuperAmerica Store 4519
Walgreens

Solicitors/Peddlers/Transients: \$40.00

As of 12-03-18 - \$2120

Transient Accommodations: \$300

Norwood Inn & Suites
Oak Ridge Conference Center
Super 8

Total Revenue as of 12-3-18

Refuse Haulers -	\$ 3920
Tobacco Venders -	\$ 3552
Games of Skill -	\$ 768
Massage Therapy -	\$ 524
Solicitors -	\$ 2120
Transient Accommodations	\$ 900
Grand Total:	\$11,784

CITY COUNCIL ACTION REQUESTED

Motion to approve the 2019 Business Licenses to include games of skill, refuse haulers, massage therapists, tobacco sales, transient accommodations and solicitors/peddlers/transients effective January 1, 2019 through December 31, 2019.

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/3/2018

Subject: Municipal Tort Liability Limits

Prepared By: Nate Kabat, Assistant City Administrator

In 2007, the Legislature made a change to the municipal tort liability limits. The impact of the statute change was that the maximum damage claim an individual can obtain against a municipality for 2018 is \$500,000, or \$1,500,000 if there are multiple injuries in a single claim.

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

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

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

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

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

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

CITY COUNCIL ACTION REQUESTED

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

**COMMISSION INTERVIEWS
CHASKA CITY COUNCIL
12/03/2018**

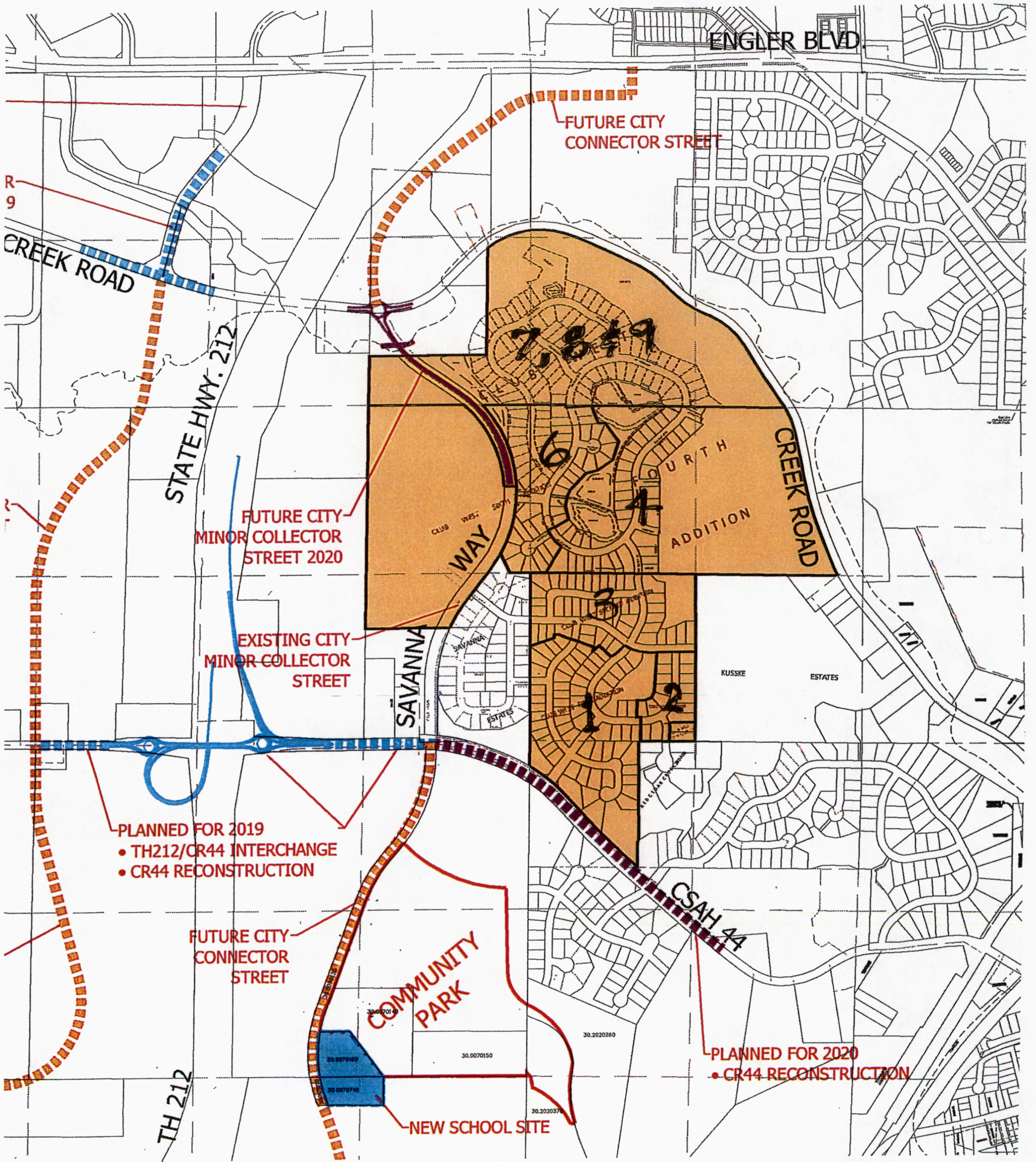
Subject: Public Improvements – Club West 3rd Addition

Prepared By: Matt Clark, City Engineer

Installation of public improvements is completed in Club West 3rd Addition. Consistent with terms of the Development Agreement, it is in order for Chaska 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 Club West 3rd Addition as municipal facilities and adjust to letter of credit accordingly.



Club West Development Area Additions

DATE: 02/27/2018

PROJ. NO. 193804164

**COMMISSION INTERVIEWS
CHASKA CITY COUNCIL
12/03/2018**

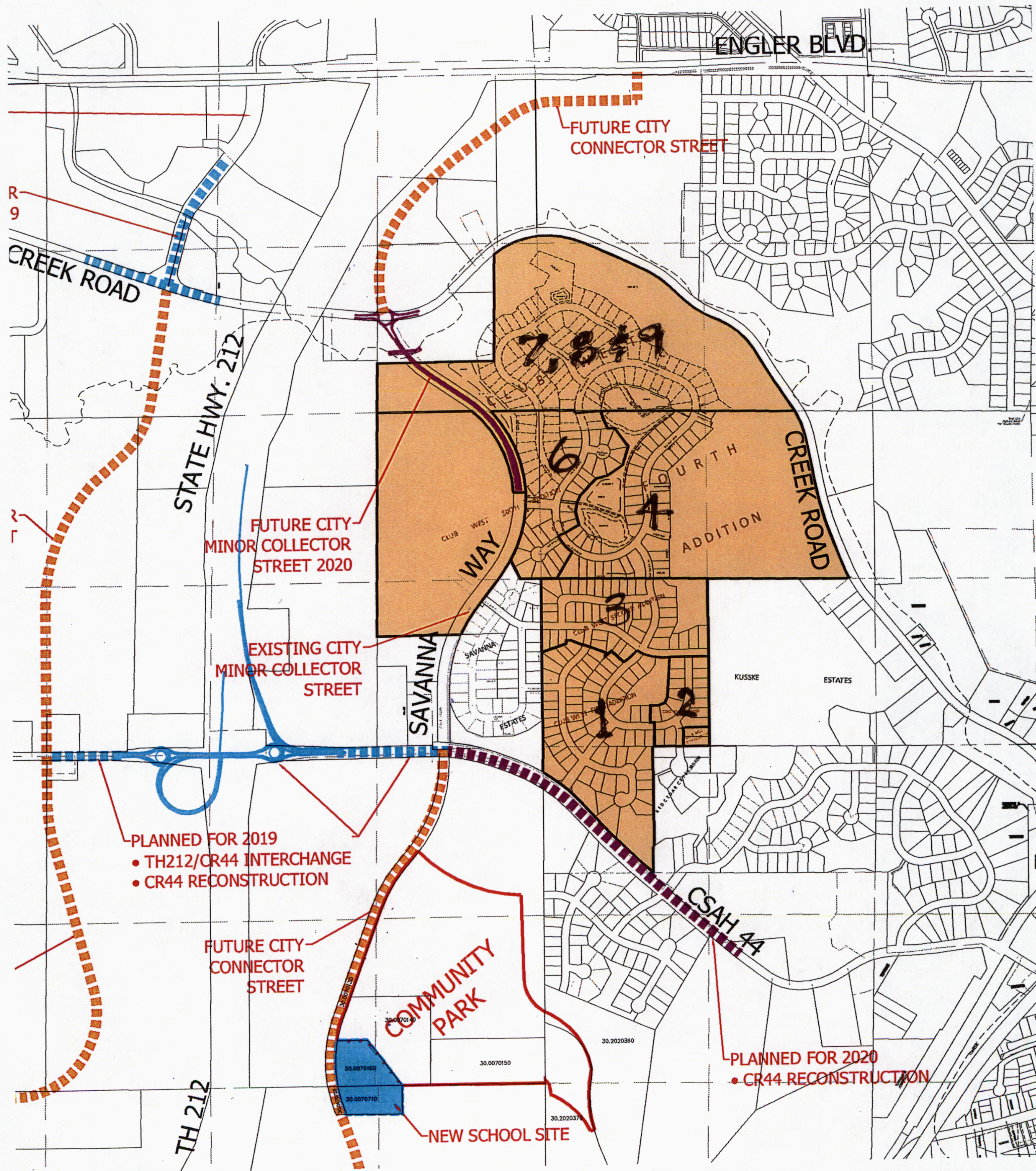
Subject: Public Improvements – Club West 4th and 6th Additions

Prepared By: Matt Clark, City Engineer

Installation of public improvements in Club West 4th and 6th Additions is complete, and a letter is on file that all boulevard trees will be installed as houses are constructed. Consistent with terms of the Development Agreement, Chaska is in position to formally accept said improvements as municipal facilities. Also, 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 Club West 4th and 6th Additions as municipal facilities and adjust to letter of credit accordingly.



Club West Development Area Additions

**REQUEST FOR ACTION
CHASKA CITY COUNCIL
12/ 3/ 2018**

Subject: Public Hearing: Annual Truth in Taxation Public Hearing

Prepared by: Matt Podhradsky

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

Presently the staff is working on preparation of the 2019 General Fund budget. While the Council will hear Staff recommendations for the General Fund budget and the 2019 tax levy at this meeting, as well as take any public comment on these recommendations, it should be noted that no formal action would be taken by the Council until the December 17th Council meeting.

Based on what the Council reviewed in the 5-Year financial forecast, and based on subsequent work completed by Staff to allow our budget to fall within our available resources, the General Fund Operating budget would be \$16,944,617 which is an increase of approximately 5.82% over 2018.

As will be discussed in the attached draft of the Administrator's Budget Message, the major area of growth in the 2019 General Fund Budget is in the addition of a Code Compliance Division within our Police Department. As the Council is aware, our previous practice with Code Compliance was that we addressed it on a complaint basis, as we were not staffed and resourced to be able to address Code Compliance on properties throughout the City on a proactive basis. As the properties have aged in the community, and we have gotten closer to being a fully-developed community, Staff as well as Council has continued to see these complaints rise, with it really impacting our residents' quality of life when they are unfortunate enough to reside next to a home or business that does not upkeep their property. Based on this, Staff did recommend that to fully staff it, we would need an additional 2.5 FTE Community Service Officers, bringing us to a total of 4 FTE Community Service Officers. The additional cost for this is \$190,000 per year, but would allow us to Staff this service to have it be effective in the community. Besides this change, there are no other significant changes, with the budget representing the goal of supporting our existing services and replacing all equipment that is in need/scheduled for replacement.

The tax levy for our General Operations in the General Fund, Equipment Acquisition and the Mt. Pleasant Cemetery Fund would be \$9,201,811, which would include a 7.1% increase from our

2018 tax levy for new growth (1.7%) in the community and inflationary cost increases (3%), as well as the additional \$190,000 previously described for the addition of our Code Compliance Division. This additional Code Compliance portion would represent 2.4% of the increase.

It should be noted that there is once again a special levy this year of \$211,878, which is associated with the tax abatement assistance that the City provided over the past several years for United Health Group, 212 Medical Center, Stream Data and Exactec. Unlike the way Tax Increment assistance works, Tax Abatement assistance actually has to be levied by the local jurisdiction providing the assistance. However, this levy is completely offset by the taxes that are generated from the user receiving the assistance (as with TIF), meaning that while this is a special levy, it has no impact on any other tax payer within the City. Finally, as was established two years ago, the budget also includes \$300,000 annually to the EDA levy to contribute to our new "Community Building Fund" which not only helps to support the redevelopment of Firemen's Park, but would also help support future projects such as the City Square West Redevelopment Project.

Budget Objectives

In order to establish the proposed budget for 2018, the following budgeting objectives were utilized:

- 1) Support budgeting programs that help Chaska strengthen its mission of being "The Best Small Town in Minnesota"
- 2) Maintain existing high-quality service levels, funding new programs only after our existing, necessary programs are funded
- 3) Limit tax levy growth to capture only new growth and inflation
- 4) Fully fund scheduled maintenance and replacement of equipment/property
- 5) Increase levy additionally only if new service levels or assets are being added
- 6) Budget utilizing a plan that avoids draw-down of the City's General Fund reserve
- 7) Fully levy to support our adopted Street Reconstruction Program
- 8) Develop a budget plan that is sustainable from a resource perspective to support service levels residents expect

From a budget objective perspective, there are two main items to review that were utilized in establishing this proposed 2019 General Fund Budget and Operational Tax Levy recommendation.

First, as the Council has done for the past 4 years, Staff is recommending to continue moving forward with our new tax levy establishment policy, which is meant to look more at the true factors influencing our cost of providing services.

For three decades, the City utilized a policy of keeping a constant tax rate while establishing the levy. That meant that if tax capacity went up by 5.3% like it is this year, you could increase the City's tax levy 5.3% and keep our tax rate constant. Theoretically, this would mean that if a residence kept the same market value from one year to the next, their City taxes would not increase.

This worked well up until about 10 years ago, when we started seeing very large increases in market values on an annual basis. Not only did we see growth in market values coming from new development, but we also saw existing properties increase in value at a very high rate.

This meant that while the tax rate stayed the same, resident's likely paid more in City taxes just because their market values went up. The City also experienced the opposite end of the spectrum with this policy when the recession hit in 2008. With market value going down, the tax levy would also have to go down if we were to keep the tax rate constant. This effect was inconsistent with our other budgeting objective, which is to keep service levels constant, unless there was no longer a demand for a particular service. This was especially a problem given the fact that we had such a low tax rate to begin with, and it was marginal whether we had sufficient revenues to support our expected service levels.

To mitigate this, the Council, in 2010, did revise our policy by stating that we would keep a constant tax rate unless the tax levy actually went down, in which case we would keep the tax levy the same. That is how we ended up with 4 years of tax increases at 0%. Staff feels that the policy adopted in 2015, of establishing the tax levy based on the two items that effect the cost of service levels in our community (new growth and inflation) more accurately represents how we should view our tax levy, to make sure that we are capturing new growth (and that new properties are paying their fair share for services provided), but also keeping up with inflation as costs increase. For 2019, this policy would have us increasing the levy by 4.7%.

Our new policy goes on to state that the only time you would go over the percentage of new growth and inflation is if you were to add a new service to the spectrum of City services already provided, in which case you would add to the levy the actual cost of providing this new service. As previously mentioned, in 2019, a new service that the Council has decided it needs to provide is a full Code Compliance division to address properties within the community that are not following City Code. This has become a much larger issue the older our building stock in the City has become, and has become a significant quality of life issue for those residents living next to problem properties. This increase is \$190,000 and adds 2.5 FTE Community Service Officers, bring the total number of CSOs to 4 FTE. This is an additional increase of 2.4% to the Tax Levy.

The total of these three factors would bring the City to the recommended 7.1% increase in our tax levy for 2019. With our tax capacity going up by 5.3%, this means that our tax rate would go up by 1.8%.

2019 Revenues

From a revenue perspective, the 2019 budget is continuing to see improvement, especially compared to the past few years. This is due mainly to the increase in economic development activity that we are and will be experiencing, as well as residential building activity, which has increased both our building permit and electric franchise fee revenue to the General Fund. The following section will talk about how the changes we have seen in increasing market values in the community for the 6th straight year are really starting to help us recover from the loss of revenue during the economic downturn. However, it is important to recognize that while we have seen increases in market values for 6 years, it took until 2016 to completely rebound our market values to the levels they were in 2007, prior to the recession. This means it took approximately a decade to recover the taxable market value that existed in the community prior to the Recession.

General Fund Revenues

	2017 Actual	2018 Budget	2019 Budget	Increase	%Increase
Property Tax	\$5,115,562	\$5,401,040	\$5,700,506	\$299,466	5.5%
Elec/Gas Franchise Fees	3,979,102	4,137,000	4,396,000	\$259,000	6.3%
Other Franchise Fees	321,423	297,054	315,000	\$17,946	6.0%
License and Permits	1,288,182	1,337,696	1,398,495	\$60,799	4.5%
Other Revenues	2,223,695	2,161,237	2,019,539	(\$141,698)	-6.6%
Admin Charges to Funds	1,970,000	2,678,453	3,115,077	\$436,624	16.3%
Total Revenue	<u>\$14,897,964</u>	<u>\$16,012,480</u>	<u>\$16,944,617</u>	<u>\$932,137</u>	<u>5.8%</u>

Impact of Tax Levy on Property Owners

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

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

Overall, Chaska's market values, excluding tax-exempt property, increased by \$161,740,300 to \$2,989,947,300, an overall increase of 5.72%. Below is a summary of the Market Values for 2018 (taxes payable 2019) as established by the County Assessors office:

Chaska 2018 Assessment					
	Residential	Commercial/Industrial	Apartment	Ag	Total
2018 EMV	\$2,242,300,300	\$478,652,800	\$181,658,300	\$87,335,900	\$2,989,947,300
2017 EMV	\$2,115,786,700	\$453,170,600	\$171,481,600	\$87,768,100	\$2,828,207,000
Total Value Change	\$126,513,600	\$25,482,200	\$10,176,700	(\$432,200)	\$161,740,300
New Construction	\$43,810,500	\$7,156,200	\$0	\$0	\$50,966,700
Market Change	\$82,703,100	\$18,326,000	\$10,176,700	(\$432,200)	\$110,773,600
% New Construction	1.95%	1.50%	0.00%	0.00%	1.70%
% Market Change	3.91%	4.04%	5.93%	-0.49%	3.92%
2018 Total % Increase	5.98%	5.62%	5.93%	-0.49%	5.72%

Using the 2018 market values and the classification formulas established by the State, the County Auditor has calculated Chaska's 2018 (for taxes payable 2019) gross tax capacity to be \$34,011,283, an increase of 6.2%. To calculate the net tax capacity used for determining Chaska's tax rate, a reduction must be made for captured tax increment and fiscal disparity contributions. Our 2019 captured TIF value will be \$1,052,488 with Chaska's fiscal disparities contribution for 2019 being \$3,523,588, resulting in a net tax capacity of \$29,435,207, an increase of 5.3%.

	2018		2019		Increase	%
Gross Tax Capacity	\$	32,029,346	\$	34,011,283	\$ 1,981,937	6.2%
TIF	\$	(974,106)	\$	(1,052,488)	\$ (78,382)	
Fiscal Disparities	\$	(3,096,735)	\$	(3,523,588)	\$ (426,853)	
Other	\$	-	\$	-	\$ -	
Net tax capacity	\$	27,958,505	\$	29,435,207	\$ 1,476,702	5.3%

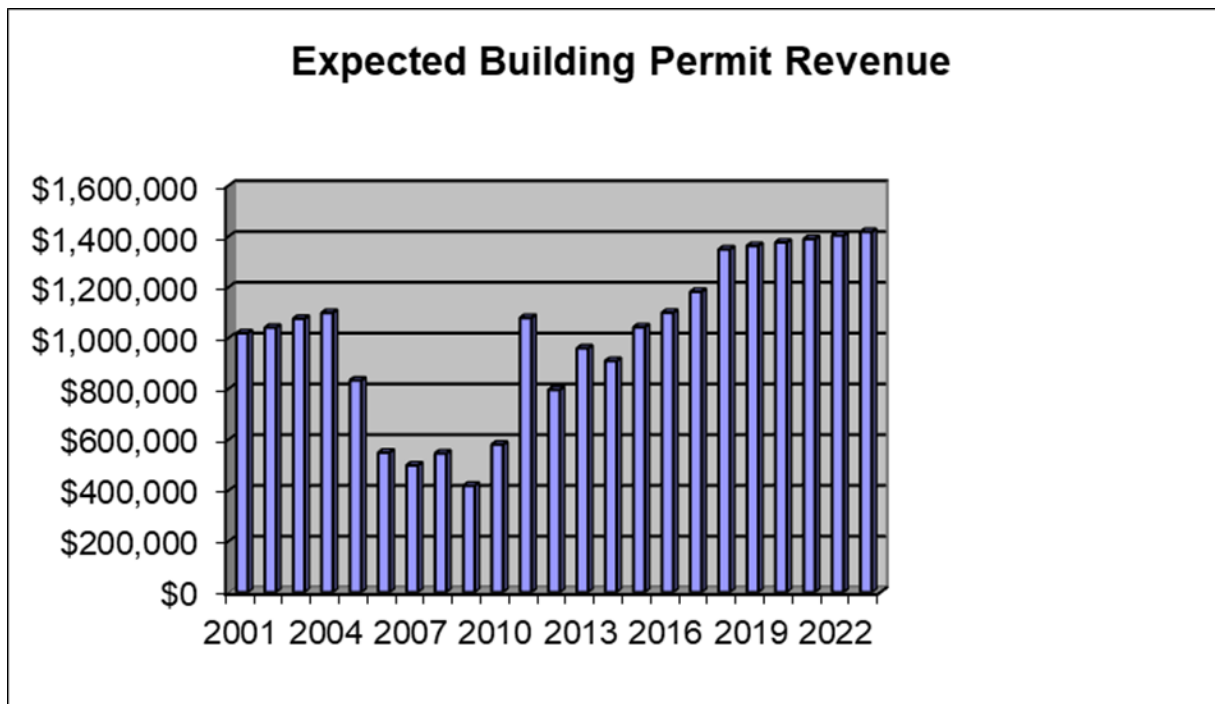
As you will see in the Market Value Chart above, the existing residential property in the City went up by 3.91% in value for taxes payable 2019. For Chaska, this means that the average home of \$289,300 in value in 2018 would increase in value to \$299,100 in 2019. Based on our tax rate, this example house in 2018 would have paid \$831 in City property taxes and in 2019 would pay \$871, for an increase of \$40. It needs to be pointed out that this is just the average example home. This would change based on what actual changes an individual home would experience.

It should also be noted that in 2019 Chaska will continue to maintain one of the lowest tax levies per capita of any City in the metropolitan area, ranking 6th lowest in the entire Metro Area (82 out of 87 cities). It also remains the lowest property tax per capita of any City in Carver County as well.

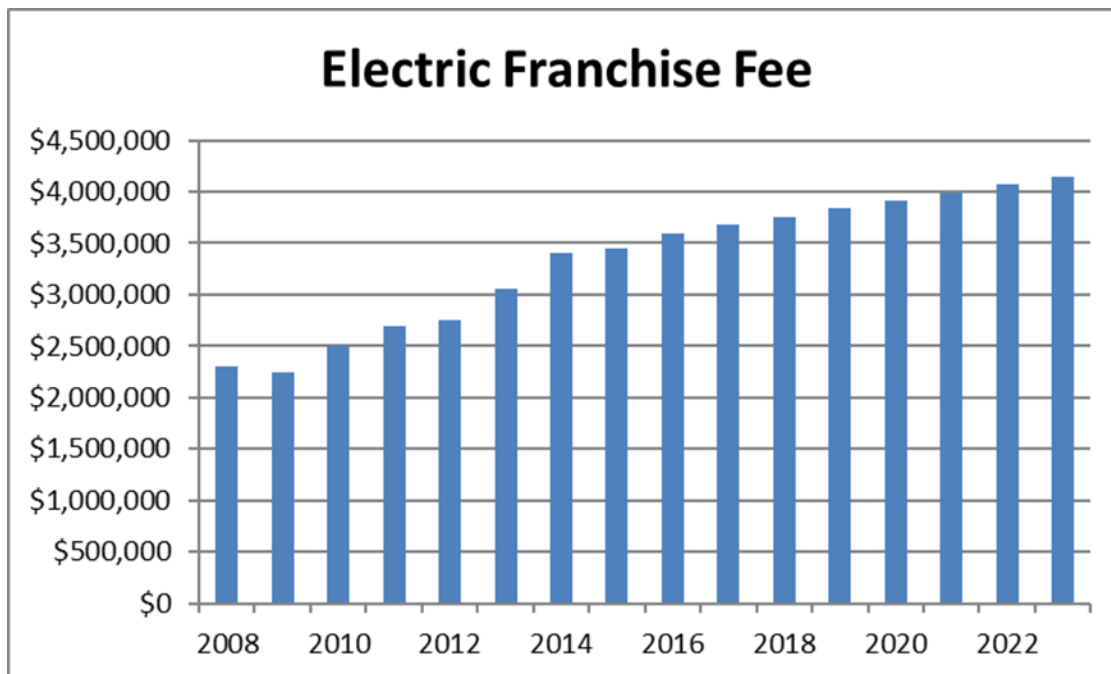
Development Revenue Issues

With us now seeing improvement in the economy, we would expect to see Building Permit Revenue stay at similar levels to what we experienced in 2017. In 2004 and 2005 building permit revenues were \$1,214,038 and \$834,472 respectively. In 2009, the revenues were significantly less, being approximately \$425,000. Based on this reduction, in the beginning of 2009, we were forced to eliminate 3 positions from our Community Development Department, including 2 building inspectors and our Community Development Technician. These positions were eliminated due to a reduction in work coming into this department with the slowdown in development. While we did see a significant increase in development activity in 2011, with building permit levels anticipated to be close to levels we experienced in 2004, we were uncertain in 2012 whether that would be sustainable, and therefore did not recommend adding back any positions to accommodate for this growth. However, in 2013, based on continued economic growth, we had the need of bringing back one of the two building inspector positions that was eliminated and our Community Development Technician position that was eliminated to handle the amount of activity that we expected to see, and to be able to process this in a timely manner. Starting in 2013 and moving forward, this Building Permit activity has remained relatively stable, bringing the need to add back 50% of a building inspection position to handle this load. This occurred early in 2016 and remains currently. In 2019, we would expect our building permit revenue to be approximately \$1.36 million. Below is a chart illustrating the

change that we have seen in building permits, and what we expect to see as we go into the next few years:



In addition to the increased activity we have seen in building permit activity, we have also seen very positive growth in our electric franchise fee to the General Fund, as additional economic development activity has driven up electric usage in the community. Below is a chart illustrating what we expect to see in Electric Franchise Fee revenue:



2019 Expenditures-

Key assumptions utilized for putting together the 2019 budget, including expenditures, include:

- *Utilize budgeting objectives developed*
- *Increase in the tax levy by 7.1% due to new growth and inflation, with an additional \$190,000 representing the addition of a Code Compliance Division*
 - *This would come through the addition of 2.5 CSOs to bring it up to 4 FTEs in the CSO division.*
- *Continue to fully implement the fully-established Capital Improvement Program in 2019*
- *Continue with the 5% Gas Franchise Fee, which will represent approximately \$450,000 in 2019 and be dedicated to the CIP Program*
- *Continuation of \$300,000 tax levy annually to the EDA Fund in 2019 and continuing into the future to support the “Community Building Fund”*
- *Operational costs up 1% in 2019*
- *Personnel salaries up 3%, with employer benefit contribution increases of 6%. Also address starting process of getting salaries for average-tenured employees up to Metro-averaged wages based on our completed MRA Study*
- *Assume normal continuation of our Street Reconstruction Program*
- *Continue contract with City of Carver for shared recreational services, bringing in additional \$51,000 in revenue*
- *Continue with \$12,000 expense in 2019 for “Scholarships” to support large community activities utilizing our new banquet facility (\$1,000 per month)*
- *Fully fund the Equipment Replacement Schedule for 2019. (Sale of Equipment Certificates)*
- *Plan for equipping all Police Officers with Body Cameras when 1-year free trial period has ended*
- *Assume no draw-down on General Fund reserves*
- *All other items in budget to remain unchanged*

The following chart illustrates a summary of the 2019 General Fund Expenditures compared to the past 2 years:

Department	2017 Actual	2018 Budget	2019 Budget	Increase	%Increase	Notes
Council	\$175,661	\$112,730	\$113,457	\$727	0.64%	
Communication	\$55,638	\$76,394	\$113,507	\$37,113	48.58%	<i>Cable Coord move to FT</i>
Administration	\$707,427	\$725,841	\$802,158	\$76,317	10.51%	<i>Comm. Mngr Full Year</i>
Elections	\$0	\$32,433	\$5,000	-\$27,433	-84.58%	
Admin Serv-Finance	\$1,598,988	\$1,426,978	\$1,553,403	\$126,425	8.86%	<i>Half Year Support Position</i>
Admin Serv-IS	\$1,052,760	\$1,012,010	\$1,161,544	\$149,534	14.78%	
Legal	\$153,486	\$84,717	\$85,565	\$848	1.00%	
Community Dev.	\$1,137,743	\$990,891	\$1,028,557	\$37,666	3.80%	
Engineering	\$306,202	\$384,318	\$367,493	-\$16,825	-4.38%	<i>Assist Engin Half Year Funded</i>
City Hall Bldg	\$230,497	\$220,124	\$222,333	\$2,209	1.00%	
Police	\$4,152,040	\$4,001,799	\$4,435,876	\$434,077	10.85%	<i>Code Compliance Division</i>
Fire	\$1,569,875	\$1,740,483	\$1,974,325	\$233,842	13.44%	<i>Full Year Funding of Inspectors</i>
Civil Defense	\$3,785	\$5,615	\$5,672	\$57	1.02%	
Public Works Admin	\$290,692	\$290,597	\$347,931	\$57,334	19.73%	<i>All categories of Pub Works</i>
Streets	\$1,242,600	\$1,490,177	\$1,617,963	\$127,786	8.58%	<i>together similar to last year</i>
Snow Removal	\$136,964	\$186,821	\$201,812	\$14,991	8.02%	
MSB Building	\$196,759	\$218,150	\$220,339	\$2,189	1.00%	
Park Maintenance	\$1,180,005	\$1,199,097	\$986,387	-\$212,710	-17.74%	
ISD 112 Maint	\$40,817	\$39,344	\$40,745	\$1,401	3.56%	
Tree Control	\$27,880	\$30,498	\$30,937	\$439	1.44%	
Parks Admin	\$445,592	\$583,016	\$513,853	-\$69,163	-11.86%	
Parks Youth	\$62,382	\$64,132	\$172,889	\$108,757	169.58%	<i>Full Year Funding of Rec. Manager</i>
Parks Adult	\$96,218	\$83,302	\$84,250	\$948	1.14%	
Firemen's Park	\$112,173	\$283,899	\$294,215	\$10,316	3.63%	
Parks Skating Rink	\$8,505	\$9,515	\$9,559	\$44	0.46%	
Unallocated	\$440,916	\$719,599	\$554,847	-\$164,752	-22.89%	
Total	\$15,425,605	\$16,012,480	\$16,944,617	\$932,137	5.82%	

As mentioned previously, the major areas of growth in 2019 will be the addition of the 2.5 FTE Community Service Officers to fully implement our Code Compliance Division. With the exception of that and funding the Body Cameras for our Police Officers when the 1-year free trial has ended, there are no other major changes to the expenditure budget.

From a CIP perspective, 2019 will be the third year we will be able to fully fund our new Capital Improvement Program, with \$1,000,000 now being dedicated to the plan. This now allows us to be able to program the exact projects we will be undertaking on an annual basis to support our overall Capital Improvement Program. For 2019, the following projects are planned to be undertaken:

- Street Overlay: \$350,000
- Trail Upgrade/Overlay: \$60,000
- New Pedestrian Bridge on Main Trail: \$70,000
- Landscaping Wall Replacement-Clayhole #2 Lake: \$200,000
- Siren #2 Replacement: \$25,000
- MSB Annual Door/Hoist Maintenance Program: \$45,000
- Cortina Woods Playground/Trail: \$140,000
- Lion's Park Shelter Improvements: \$120,000

Our next step in the budget process will be to prepare a final budget document for Council review. Based on this schedule, the City would be in a position to consider adoption of the final budget and the final 2019 tax levy at the December 17, 2018 meeting.

CITY COUNCIL ACTION REQUESTED

Motion to close the Truth in Taxation hearing, and to establish December 17, 2018 as a date to consider adoption of the 2019 budget and tax levy.

City of Chaska

2019 Budget

DRAFT



2019 Annual Budget

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

Submitted for your review is the proposed 2019 Annual Budget for the City of Chaska, along with a review of major issues and opportunities relating to the City's general operations. The budget, as proposed, I believe meets the needs for continuing to provide excellent municipal services, while at the same time meeting the City's objectives that we have established during the budgeting process.

2019 Revenue Discussion

While we have seen increases in market values since 2014, in 2016 was the first year we saw all the valuation lost during the "Great Recession" recovered in the community. As we go into 2019, we will once again see our valuations in the community continue to rise, but at a much more sustainable level than we saw during the economic boom period in the early to mid-part of last decade. From 2008-2013, Chaska saw an average annual decrease in property values of over 6%, before seeing a 5.24% increase in 2014, a 12.24% increase of property values in 2015, an 8.21% increase in 2016, and a 3.18% increase in 2017, and 7.85% increase in 2018. For taxes payable 2019, we are seeing a 5.72% increase in our community's taxable market value, which provides a very healthy increase in our community's tax capacity, with it growing by 5.6%. The full recovery of taxable market values in the community took a full decade to recover, which illustrates how deeply property values were affected during the last recession. With property taxes tied directly to housing values, this had a direct impact on the revenue we were able to generate during this time period. With Chaska, as well as the surrounding communities, now experience sustainable growth levels we do project to see a 2% increase in market values each of the next 5-years.

As we look at 2019, we continue to see a positive trend occurring in the market, as we continue to see both commercial and industrial economic development activity occurring and planned for in the community, while also seeing our residential development continue to move forward in a positive, but measured, direction. This development activity has continued to have a positive impact on both our Electric Franchise Fee to the General Fund and Building Permit revenue. It has also helped increase new market values in the community, in which we have been able to derive additional tax resources to support our service levels, without having a significant impact on existing properties in the community.

As the 2019 budget was put together, there were five major budget environmental factors we needed to consider, as it related to revenues:

- Market Values across the community increased by an average of 5.72%. This will bring our overall property values in the community to just under \$3 billion, the

highest level in our community's history. 1.70% of this change came from new construction with the rest being increased values on existing properties

- Based on State formulas, the City is no longer going to receive Local Government Aid to help reduce our tax levy needed. In taxes payable 2018, we did recapture half of the \$250,000 annually lost from LGA, which we would propose to remain unchanged in 2019
- Both residential and commercial building permit activity has continued to be stable, becoming more predictable from a budgeting perspective
- We are once again seeing an increase in population, with our population moving to just under 27,000 residents
- Our Electric Revenue has continued to increase significantly, as we have seen a significant amount of Economic Development activity occur in the last five years, including Data Center development and additions to existing industrial businesses, driving up this usage. This has had a positive impact on the Electric Franchise Fee coming back to our General Fund
- We continue to see a good mix of Commercial, Industrial and Residential Growth in the community

During the recession period from 2008-2013, in order to navigate the financial impacts to our revenue collection to support our budgeted activities, the City needed to defer many planned expenditures as a strategy to balance the budget. With growth in the economy over the past 5 years, the City was once again able to look at some of those areas we had to defer in the past, which we feel will be critical to meet our budgeting objectives over the next 5 years.

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

This document will also discuss the continued use of our tax levy establishment policy which the Council adopted during our 2014 budgeting process. Our current policy focusses on what the actual driving factors are in setting our tax levy, including actual new growth in our population and inflationary factors, instead of focusing solely on keeping a constant tax rate, which was a past policy direction the City utilized. In this respect we feel that any new increases in tax resources are directly tied to the increased costs we will have to support the level of services we currently provide in the community. This policy also allows us to capture the resources of any new development in the

community to make sure all new homes are contributing their “fair share” to support our General Fund services. Capturing this new value has no impact on the taxes paid by existing residences.

Staff feels that this budget document once again takes a more comprehensive look at not just our current operations, but also the future costs of properly maintaining our assets. We also think that it creates a more logical nexus between how we set our tax levy and what actual changes we see in the community that cause us to increase the resources we need to meet one of our primary objectives of keeping our service levels constant, especially since the two things that drive up these costs are new buildings and residents in the community, along with the inflationary increases in the cost of materials and labor. The only addition to the tax levy beyond this would be if there was an addition to our service levels in the community, with any increase directly related to the cost of providing this new service.

Budget Objectives

As with all our budgeting processes, the first place that we start is to look at the objectives we are trying to accomplish in setting our budget for the upcoming year. Below is the list of those objectives that were used in both the 5-year financial forecast process this year, and the goals that were used in the establishing the proposed 2019 budget you see before you now:

- 1) Support budgeting programs that help Chaska strengthen its mission of being "The Best Small Town in Minnesota"*
- 2) Maintain existing high-quality service levels, funding new programs only after our existing, necessary programs are funded*
- 3) Limit tax levy growth to capture only new growth and inflation*
- 4) Fully fund scheduled maintenance and replacement of equipment/property*
- 5) Increase levy additionally only if new service levels or assets are being added*
- 6) Budget utilizing a plan that avoids draw-down of the City's General Fund reserve*
- 7) Fully levy to support our adopted Street Reconstruction Program*
- 8) Develop a budget plan that is sustainable from a resource perspective to support the service levels residents expect*

One objective that was new in 2018 is the addition of the last objective, which is to develop a budget plan that is sustainable from a resource perspective. Over the past two years, the City Council had discussed some of the biggest financial challenges the City will face over the next several years. One of the biggest challenges will be trying to keep our service levels constant if we do not put sustainable levels of resources to support them. In the past, the City of Chaska has been very “lean” when it has come to resources used to support our high level of services in the community. As the community grows, and assets such as facilities get older, these levels of resources will not be completely sustainable. While the 2019 budget does not completely address this new objective,

there are pieces of the 2019 budget that do help to start down this path of addressing this reality. Over this past year, Staff did complete a comprehensive inventory to properly define what level of resources we should be at to keep our service levels sustainable. In early 2019, Staff is planning to provide the City Council with the results of this study to see where any current gaps exist in our resource levels, and what action items we may have to take over the next few years to get the resources at a level that is sustainable for our organization as we move into the future. The plan will not be to fill any identified gap in the 2020 budget process, but to instead come up with a multiple year plan to address how we fill this gap both to make sure we have sustainable resources to support our current service levels, but in a way that does not create an unreasonable financial burden for our residents in any one given year. In this way, it will likely be approached in a very similar way to how the CIP plan was implemented over a 4-year period from 2014-2017.

Based on the objectives above, fully implementing our Capital Improvement Program, and utilizing our tax levy policy adopted in 2014 for our budgeting process, Staff is recommending a 4.7% increase in our operational tax levy for 2019. In addition to this, Staff is also recommending implementing an additional 2.4% increase in tax levy to address the funding of an additional service the Council has decided is important to provide to our residents, but is currently not funded. Specifically, the City would be proposing to increase our Community Service Officer positions by 2.5 FTE to create a new Code Compliance Division. Currently our Code Compliance services are provided on a "complaint" basis only, meaning that we are only staffed to be reactive to Code compliance issues in our community. With the housing stock aging, and there being more problem properties in the community, the Council felt it was very important that we provide a more proactive service in this area, as problem properties can have such a negative impact on surrounding property values and quality of life for our residents. Staffing at 4.0 FTE in this division (2.5 FTE higher than the current staffing level), this will allow us to focus on problem areas, while also spending more time educating the public on what conditions are acceptable and not acceptable on any specific parcel. Implementing both our operational tax levy, based on our tax levy policy, along with creating the new Code Compliance Division within our organization would require a total increase of 7.1% to our General Fund, which would have an impact of increasing our tax rate by 1.5%, as we had already seen an increase of 5.6% in our tax capacity for 2019.

Tax Levy Establishment Policy

For nearly 30 years, the City of Chaska had a policy of establishing our annual tax levy based on keeping a constant tax rate. Based on this policy, the tax levy would go up by the amount of increase we saw annually in our tax capacity within the City, which is directly related to the amount of market value growth we saw in the City. For instance, if market values (and hence tax capacity) increased in the community by 5.6% (as it will in 2019), the levy could also increase by 5.6% and have no impact on the tax rate in the community. This would mean that if someone's property did not change in taxable market value from one year to the next, that their City taxes would not see any increase.

Based on the 7.1% increase in tax levy for 2019, and the tax capacity going up 5.6%, this means that the tax rate would go up by 1.5% for 2019. This means that if a property saw no increase in their property values for 2019, that their taxes would go up by 1.5%.

While the constant tax rate policy worked very well for several years, over the past 10 years we did start to experience some of the practical limitations of this policy. The first practical issue experienced is that not all market value increase is associated with the construction of new buildings. Some of the market value increase also occurs on existing properties as we experience inflationary growth from year to year. So while the tax rate would not change, a resident's taxes would not change only if their values stayed the same. This often was not the practical reality, as we saw a significant amount of growth in property values in existing properties from 2000-2008.

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

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

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

- New construction in the community

➤ Inflationary increases in the market.

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

The new policy goes on to state that we would only increase the levy beyond this point if we were adding new services, and that the actual cost of providing those new services would determine the amount of additional increase we would need in the tax levy. In the case of the 2019 budget, we are recommending levying an additional \$190,000 (2.4%) to fund the addition of 2.5 FTE Community Service Officers to fully staff our new Code Compliance Division. As Staff has shared with Council, we feel that the creating this Code Compliance Division has become an expectation of our residents on the level of service we provide, and that without dealing with problem properties, we have the overall impact of potentially decrease both overall market values in the County and negatively impacting residents' quality of life. Staff feels that we would not be able to afford to provide this level of service if we did not take this action.

Key Factors in Revenue Forecast

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

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

During the 1990s, Chaska's population increased from 11,339 to 17,450. From 2001 to 2005, in excess of 2400 new living units were approved within new residential subdivisions. In addition, the type of developer shifted from local developers to large national firms. As a result of both increased demand and supply of residential dwellings, a significant increase in new residential dwelling construction activity occurred in the 2003-2005 time period. This large amount of growth resulted in a 35% increase in our population from 2000-2010, with our official population being 23,770. This compares to the 8% average increase in population that was experienced across the rest of the Twin

Cities Metropolitan Area during the same time period, making Chaska and the Southwest Metro Area one of the fastest growing areas in the entire Twin Cities. This growth resulted in an increase demand for services over the last decade, and hence an increase in revenue necessary to provide the same level of service in the future to our residents.

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

As was mentioned earlier, this downward trend reversed itself in late 2012, and stabilized, with a number of new residential developments approved over the past 6 years. Starting in 2013, this included the approvals for several new additions of the Chevalle and Nickel Creek developments, the addition of two multi-family projects in downtown Chaska, as well as the first five residential developments in the Southwest Chaska Development Area, with over 400 lots being platted. We also saw the addition of several C/I developments including the 212 Medical Center, four new data centers, the new Lakeview Medical Building, the addition of Park Dental in the Hazeltine Commons area, the addition of the Chaska Creek Medical Office Building, and the additions to Lifecore Biomedical, Beckman Coulter and Exactec. Over this past year, we have seen this C/I development trend continue, with construction starting on the new Formacoat building on the old Chaska Building Center site, Dunkin Donuts/Multi-Tenant commercial on the former Hot Spot site, and Aldi/Chipotle/Starbucks in the Hazeltine Plaza development. We expect to see this level of development activity continue into the 2019 budget year, including the expected addition of 150 new residential properties in the community, as well as new Commercial/Industrial development, which is either already under construction or is scheduled to start early in the Spring of 2019. Below is a chart illustrating past population growth and the growth Staff anticipates over the 5-year period.

Year	# of Households	# of New	Est. Pop.
2000	6,979	445	17,449
2001	7,394	415	17,746
2002	7,909	515	18,982
2003	8,378	469	20,107
2004	8,854	476	21,250
2005	9,122	268	21,893
2006	9,323	201	22,375
2007	9,553	230	22,927
2008	9,743	190	23,383
2009	9,767	24	23,441
2010	9,832	65	23,652
2011	9,907	75	23,777
2012	10,039	132	24,094
2013	10,173	134	24,415
2014	10,373	200	25,270
2015	10,523	150	25,255
2016	10,673	150	25,652
2017	10,823	150	25,975
2018	10,973	150	26,335
2019	11,123	150	26,695
2020	11,273	150	27,055
2021	11,423	150	27,415
2022	11,573	150	27,775
2023	11,723	150	28,135

An analysis of General Fund revenues by major fund source:

Total revenues anticipated to fund the 2019 General Fund operating budget are \$16,944,617 which is an increase of 5.8% from the 2018 budget of \$16,012,480. The majority of the increase in revenues is coming from our growing Electric Franchise Fee, as well as additional building permit activity, both of which are driven by our economic development activities. In addition to this, our tax levy policy would have us plan to increase our operating tax levy revenues by 4.7%, for operational expenses based on our tax levy policy that captures new growth (1.7%) and inflation to expenditures (3%). In addition to this, our tax levy policy only adds onto this percentage if a new service is being added. In mid-2018, this City did start it's new Code Compliance Division in our Police Department to proactively address the development and enforcement of code compliance issues on properties across the community. With this becoming a much bigger issue in our community as the housing and building stock ages, the Council felt it was important from a quality of life perspective to be much more proactive instead of reactive with this service, and decided it was important to fully fund the necessary resources to meet this objective. Being housed within our Community Service Officer Division, the department did need to add 2.5 FTE Community Service Officer positions onto the existing 1.5 CSOs, bring the total number of employees in this division to 4 FTEs. The additional tax revenue needed to support this service is \$190,000, which would add

an additional 2.4% onto our tax levy needs. This would bring the total tax levy increase to 7.1%.

In addition to this, our other main source of income in our General Fund is our Electric and Gas Franchise Fees at just over \$4 million. The chart below shows a summary of revenues for the 2019 budget year:

General Fund Revenues					
	2017 Actual	2018 Budget	2019 Budget	Increase	%Increase
Property Tax	\$5,115,562	\$5,401,040	\$5,700,506	\$299,466	5.5%
Elec/GasFranchise Fees	3,979,102	4,137,000	4,396,000	\$259,000	6.3%
Other Franchise Fees	321,423	297,054	315,000	\$17,946	6.0%
License and Permits	1,288,182	1,337,696	1,398,495	\$60,799	4.5%
Other Revenues	2,223,695	2,161,237	2,019,539	(\$141,698)	-6.6%
Admin Charges to Funds	1,970,000	2,678,453	3,115,077	\$436,624	16.3%
Total Revenue	<u>\$14,897,964</u>	<u>\$16,012,480</u>	<u>\$16,944,617</u>	<u>\$932,137</u>	<u>5.8%</u>

Capital Improvement Program

With our Capital Improvement Program being fully funded after the 2017 budget, the 2019 budget document does show the continued implementation of our Capital Improvement Program. A main objective of this program is to make sure that we have the proper resources in place to fund the necessary replacement and maintenance of the assets we have already invested into. As mentioned previously, we did increase our levy by \$1,000,000 over a 4-year period between 2014-2017 to fill the gap of resources needed to fully implement this plan.

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

With the CIP gap now being fully-funded, 2019 will bring a number of rehabilitation projects to the table, including:

- Street Overlay: \$350,000
- Trail Upgrade/Overlay: \$60,000
- New Pedestrian Bridge on Main Trail: \$70,000

- Landscaping Wall Replacement-Clayhole #2 Lake: \$200,000
- Siren #2 Replacement: \$25,000
- MSB Annual Door/Hoist Maintenance Program: \$45,000
- Cortina Woods Playground/Trail: \$140,000
- Lion's Park Shelter Improvements: \$120,000

Each of these projects will help make sure our assets stay in great shape as we move into the future, and that we treat each of our assets as a true investment into the community.

Property Taxes:

For 2019 the General Fund budget requires a total levy of \$9,201,811, which represents an increase of 7.1% from the 2018 tax levy. This levy is made up of 4.7% to support the Operating levy (3% for inflation and 1.7% for new growth in the community), with the remaining amount accounting for the addition of our new Code Compliance Division, which is 2.4% or \$190,000. As mentioned above in the Revenue discussion, a portion of this total levy goes towards our General Fund Budget, with the remaining going towards our Equipment Acquisition Fund.

It should be noted that out of this total tax levy amount, \$211,878 represents a levy for tax abatement assistance provided in the past. This additional amount represents the seventh year of tax abatement that was provided to the West Creek Corporate Center Development for development of infrastructure. While we are required to officially levy this assistance, the City in essence is a "pass-through" for these funds, with the same amount coming in from this particular project that goes out for the tax abatement assistance. It does not have a negative effect on other tax payers in the community.

Beyond the General Fund Levy, the Chaska Economic Development Authority also has a \$498,843 levy, of which \$300,000 goes towards the Community Building Fund, with the remaining dollars supporting the operations of our Economic Development Activity.

In summary, the total levy will include:

- Continuation of dollars added in 2010 to re-institute the Street Reconstruction Program
- \$8,799,933 being levied to support General Fund Operations, a portion of Street Reconstruction Debt Service, and existing Equipment Acquisition Fund needs
- \$190,000 to establish a fully-funded Code Compliance Division
- Continuation of the fully implemented Capital Improvement Program
- \$498,843 being levied in the Economic Development Authority Fund, with \$300,000 going to help support the newly established "Community Building Fund"
- 211,878 in tax abatement that is generated off of the new West Creek Corporate Center Development

The following table summarizes Chaska's actual tax levies for 2016, 2017 and 2018, along with the proposed 2019 levy:

	2016	2017	2018	2019	Increase	%
General/Equipment Acquisition	\$ 7,130,307	\$ 7,764,085	\$ 8,392,340	\$ 8,983,933	\$ 591,593	7.0%
Mt Pleasant	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0.0%
Total Operating and Special Levy	\$ 7,136,307	\$ 7,770,085	\$ 8,398,340	\$ 8,989,933	\$ 591,593	7.0%

Impact of Tax Levy on Property Owners

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

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

Overall, Chaska's market values, excluding tax-exempt property, increased by \$161,740,300 to \$2,989,947,300, an overall increase of 5.72%. The largest percentage increase that we saw in 2018 was in Residential properties, with a 5.98% overall increase. 1.95% of that came from new construction of residential units in the community. The other major area of increase we saw was in apartment properties, with a 5.93% increase in market values. 0% of that growth came from new construction, meaning that existing apartment properties in the community are increasing in value. This indicates that there are not a lot of vacancies in these buildings. Commercial/Industrial properties also had an increase, with the overall increase in this type of property being at 5.62%. New construction accounted for only 1.50% of this change, with the remainder of the change coming from increases in property values to existing C/I properties. Below is a summary of the Market Values for taxes payable 2019 (assessed 2018) as established by the County Assessor's office:

Chaska 2018 Assessment					
	Residential	Commercial/Industrial	Apartment	Ag	Total
2018 EMV	\$2,242,300,300	\$478,652,800	\$181,658,300	\$87,335,900	\$2,989,947,300
2017 EMV	\$2,115,786,700	\$453,170,600	\$171,481,600	\$87,768,100	\$2,828,207,000
Total Value Change	\$126,513,600	\$25,482,200	\$10,176,700	(\$432,200)	\$161,740,300
New Construction	\$43,810,500	\$7,156,200	\$0	\$0	\$50,966,700
Market Change	\$82,703,100	\$18,326,000	\$10,176,700	(\$432,200)	\$110,773,600
% New Construction	1.95%	1.50%	0.00%	0.00%	1.70%
% Market Change	3.91%	4.04%	5.93%	-0.49%	3.92%
2018 Total % Increase	5.98%	5.62%	5.93%	-0.49%	5.72%

Using the 2018 market values and the classification formulas established by the State, the County Auditor has calculated Chaska's 2018 (for taxes payable 2019) gross tax capacity to be \$33,822,989, an increase of 5.3%. To calculate the net tax capacity used for determining Chaska's tax rate, a reduction must be made for captured tax increment and fiscal disparity contributions. Our current captured TIF value is \$1,052,488 with Chaska's fiscal disparities contribution for 2019 being \$3,523,588 resulting in a net tax capacity of \$29,435,207, an increase of 5.3%.

	2018		2019		Increase	%
Gross Tax Capacity	\$	32,029,346	\$	34,011,283	\$ 1,981,937	6.2%
TIF	\$	(974,106)	\$	(1,052,488)	\$ (78,382)	
Fiscal Disparities	\$	(3,096,735)	\$	(3,523,588)	\$ (426,853)	
Other	\$	-	\$	-	\$ -	
Net tax capacity	\$	27,958,505	\$	29,435,207	\$ 1,476,702	5.3%

Based on these estimates, Carver County has estimated Chaska's 2018 General Fund tax rate to be 27.61%. This is an increase of 1.39% from 2018, where we had a tax rate of 27.56%. With the average value of home going up from \$289,300 to \$299,100 in the community (3.91%), this would bring the average valued home's City taxes from \$831 in 2018 to \$871 in 2019, or an increase of \$40 for the year. As always, the actual amount of impact is completely dependent on the actual market value change experienced on that property over the past year.

While Chaska's General Fund operational tax levy will go up in 2019, Chaska will continue to maintain one of the lowest City tax levies per capita of any City in the metropolitan

area, ranking sixth lowest in the entire Metro Area. It also remains the lowest tax levy per capita of any City in Carver County as well.

A major concern of property taxpayers is the level of property taxes necessary to fund City services. In considering property taxes in Chaska, three points should be highlighted. First, property taxes account for just over 40% of Chaska's general fund operating revenues. Secondly, Chaska has always ranked extremely low amongst other metropolitan cities when it comes to total City property tax levels. In the latest Minnesota Citizen's League Survey looking at 2018 City tax data, out of 87 local units of government looked at in the metropolitan area, Chaska ranked 82nd lowest in City taxes per capita. In this sense, Chaska has continued to perform very well when comparing our City property tax level compared to all of communities in the metropolitan area. It has allowed the City to keep a competitive edge when it relates to other municipalities in the metropolitan area and Carver County.

	<u>City</u>	<u>2018 Payable Levy</u>	<u>Population</u>	<u>Levy Per Capita</u>
1	Oak Park Heights	5,328,501	4,918	\$1,083
2	Golden Valley	22,420,742	21,520	\$1,042
3	Wayzata	4,683,662	4,586	\$1,021
4	Minneapolis	328,908,000	422,331	\$779
5	Hopkins	14,221,880	18,678	\$761
6	Mendota Heights	8,591,146	11,343	\$757
7	St. Anthony Village	6,687,477	9,077	\$737
8	Columbus	2,960,502	4,065	\$728
9	West St. Paul	14,344,671	19,767	\$726
10	Tonka Bay	1,122,322	1,561	\$719

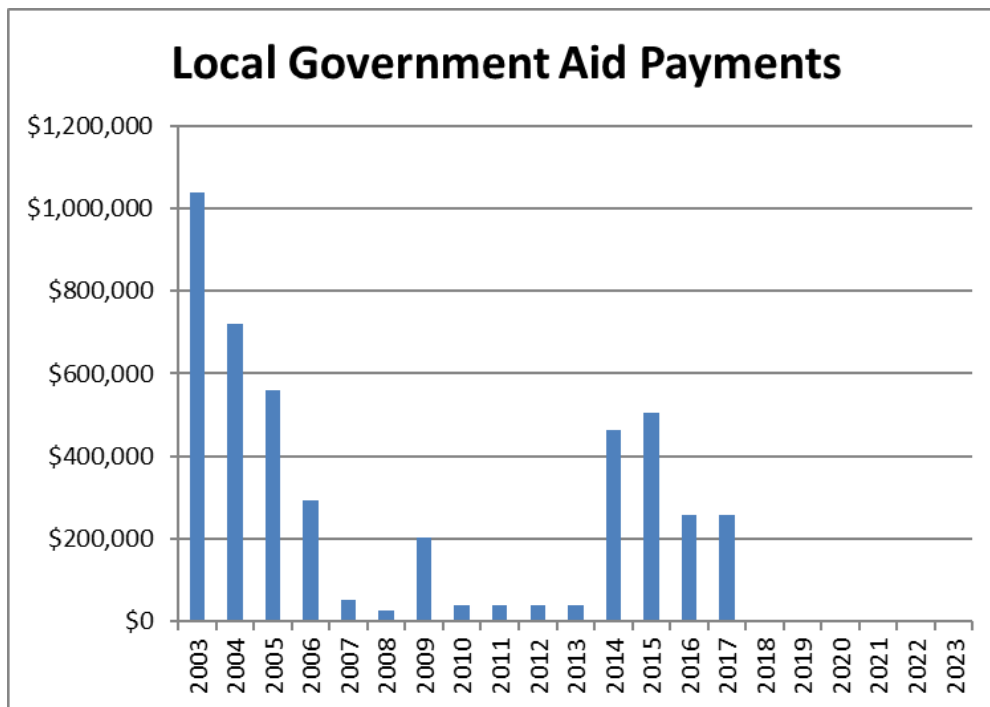
68	Chanhassen	10,913,868	25,558	\$427
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78	New Brighton	8,661,170	22,787	\$380
79	Mounds View	4,973,985	13,098	\$380
80	Andover	12,416,357	32,902	\$377
81	Arden Hills	3,786,942	10,362	\$365
82	Chaska	9,201,811	26,561	\$346
83	Vadnais Heights	4,427,548	13,561	\$326
84	Lauderdale	765,514	2,528	\$303
85	North Oaks	1,557,082	5,207	\$299
86	Falcon Heights	1,585,389	5,592	\$284
87	White Bear Lake	5,625,000	25,888	\$217

Intergovernmental Revenues:

One significant change we experienced in 2018 and continues in 2019 is the reduction of our Local Government Aid by approximately \$250,000 to approximately \$1,000. In essence it is not expected we will see any more Local Government Aid in 2019 or any future years. This is due to the State's LGA formula, the increase in market values we have seen in the community over the past couple of years, and the decertification of our large TIF District #4 in 2014, which reincorporated a large taxable market value back into the community in that following year.

In 2003, the City of Chaska received approximately \$1 million on LGA from the State on an annual basis. By 2013, that number was very close to \$0. While this was a very significant hit to the City's revenues, representing approximately 10% of our overall revenues, we were able to spend the past several years developing a non-dependence on this State Aid, although much of this was through deferment of expenses into the future. In 2014, the City received an allocation of LGA in the amount of \$462,000, in 2015 we received just over \$500,000, with the 2016 figure being approximately \$550,000. In 2017, this amount was reduced to just under \$250,000. As mentioned previously, this amount went down to approximately \$1,000 in 2018, and is expected to stay at this level in 2019 and into future. Below is a chart of our experience for local government aid, and what we expect to see in LGA over the next 5-year period.



While we were able to eliminate most of our dependence on Local Government Aid as we went from \$1 million in 2003 to nearly \$0 by 2010, the \$250,000 we received in 2017

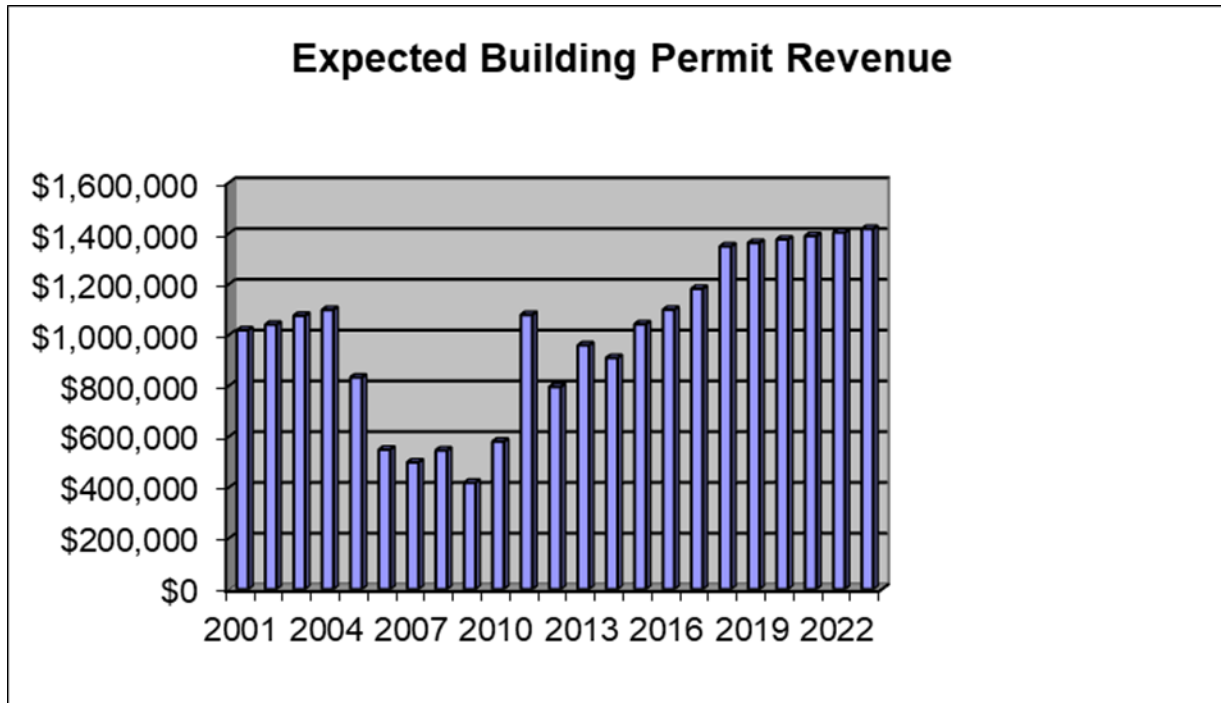
was relied upon in the budget to meet our service levels while not having to increase the tax levy beyond its final 2017 amount. As mentioned previously, because of that, and a desire not to impact existing service levels, it was decided as part of the establishment of the 2018 tax levy that \$125,000 of the lost \$250,000 of LGA would be recouped through the levy, above and beyond our normal tax levy policy. This additional \$125,000 is included in the 2019 budget. No additional levy is needed to keep this in our revenue numbers.

Licenses and Permits

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

This positive turn in the market is anticipated to continue into 2019, with Staff anticipating that we will see approximately \$1.36 million in permits, based on the growth we can anticipate at this point. This growth will likely come through the addition of new residential sub-divisions in our SW Chaska Growth area, through the addition of new development including a new Dairy Queen in the Jonathan Square Shopping Center area, and through additional Economic Development activity.

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



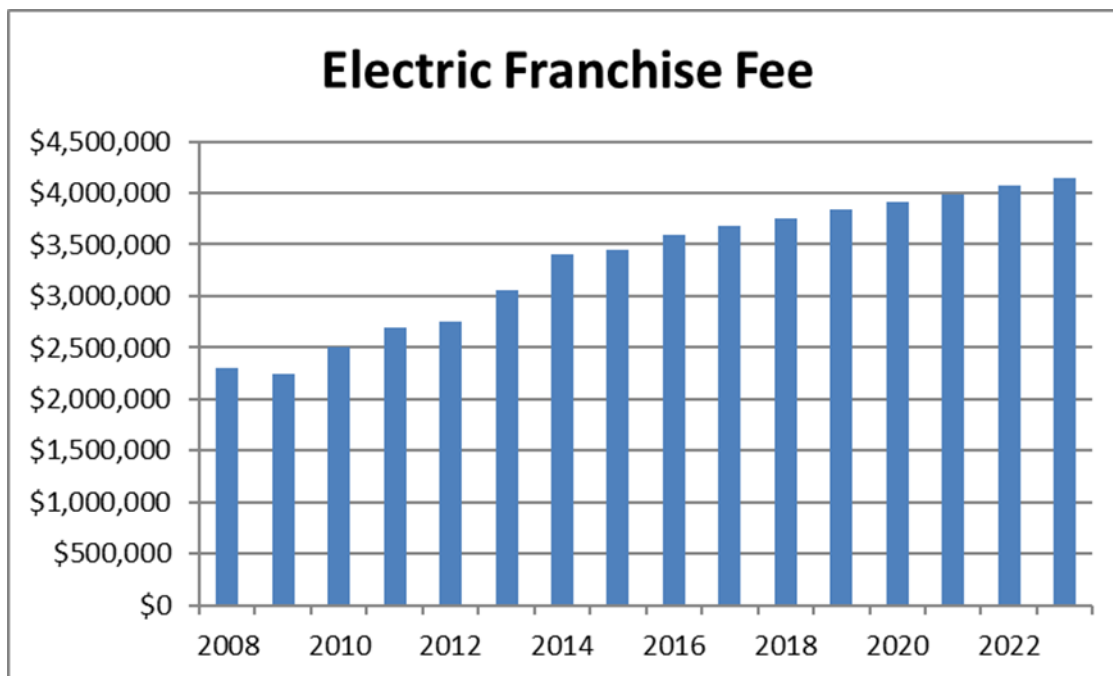
Electric Fund Transfers

The City has a formal policy of charging ourselves a per kilowatt-hour franchise fee, which is roughly equivalent to 10% of the total electric rate of our electric utility. For 2019 the franchise fee is anticipated to generate revenues to the general fund of approximately \$3,800,000. We have seen a dramatic increase in this portion of our revenue over the past 5 years, which has represented both an increase in usage by our existing customers, but also reflects the positive impacts we are seeing through the addition of large economic development projects such as increasing usage of our Data Centers, additional commercial uses in town, and the recent expansions we have seen with existing business in our original Industrial Parks on the north end of the community. We continue to expect that to increase in 2019 as we expect to see the addition of the Formacoat Factory in Downtown Chaska, and the addition of more load in our new Data Centers over the next year.

It should be noted that in that total Electric Franchise Fee above, that we do program just under \$50,000 of that to come from Minnesota Valley Electric Cooperative and Xcel for their franchise fee in 2019, with development of the first building at the Southwest corner of the intersection of 212 and Engler Boulevard now completed, and the addition of franchise fee from MN Valley Electric Coop Services in the Chevalle neighborhood.

There is a significant amount of development that will occur in the future in MVEC's territory, with most of the job growth in the Southwest Chaska Master Plan falling within their territory. Because of this, we expect this number to increase significantly as we move into the future and we see this development occur. It should be noted that as

opposed to the 10% fee that we have charged by policy to our own Electric Utility, the franchise fee that will be charged to MVEC and Xcel will be based on 5% of their gross revenues for the year. This is because of the limitations State Statute allows us to charge from an outside utility, and also because this percentage matches up with the percentage that is charged to Centerpointe Energy for our enacted Gas Franchise Fee. Statute requires that these franchise fees to external business be equitable from one utility to the next. The total Franchise Fee revenue between Chaska, Xcel and MVEC represents around 25% of the General Fund's total revenues.



Charges for Services

Charges for services are those revenues, which support City services that are derived from charges to individual users for services, other governmental agencies, or inter-fund charges for administrative services. These would include payroll, finance, administration and Human Resources. For 2019, charges for services are programmed to be \$3,115,077 as compared to \$2,678,453 in 2018. This increase in charges for services is occurring to help us keep up with the actual cost of service the General Fund is providing to our other Enterprise Funds, and also represents a contribution to the general fund for our new Software as a Service function that we now have with our new financial system, which is housed within our General Fund. It should be noted that in 2018, two larger increases we saw in these Administrative Fees was \$175,000 from both the Water and the Sewer Department. These funds did not contribute very much at all in the past as we were trying to build up fund balance in these accounts. With us getting a healthy fund balance in these accounts over the past several years, we added more appropriate fees to these funds to help support the internal services they are receiving. In 2018, these charges helped support the addition of a Human Resources Technician, and a new

Communications Coordinator position. Both have been badly needed positions within our organization, and have helped to provide a great administrative service to our entire organization, not just our General Fund. As mentioned previously, we want to make sure that the Enterprise Funds are contributing an equitable share to the shared services the General Fund provides to ensure that the General Fund is not bearing an undue burden for these services and subsidizing our Enterprise funds for Administrative Services.

General Fund Expenditures:

General fund operating expenditures are forecast to be \$16,944,617 which is an increase of 5.82% over the 2018 Operating Budget. In preparing the 2019 budget the following general assumptions were used for the operating budget:

- *Utilize budgeting objectives developed*
- *Increase in the tax levy by 7.1% due to new growth and inflation, with an additional \$190,000 representing the addition of a Code Compliance Division*
 - *This would come through the addition of 2.5 CSOs to bring it up to 4 FTEs in the CSO division.*
- *Continue to fully implement the fully-established Capital Improvement Program in 2019*
- *Continue with the 5% Gas Franchise Fee, which will represent approximately \$450,000 in 2019 and be dedicated to the CIP Program*
- *Continuation of \$300,000 tax levy annually to the EDA Fund in 2019 and continuing into the future to support the "Community Building Fund"*
- *Operational costs up 1% in 2019*
- *Personnel salaries up 3%, with employer benefit contribution increases of 6%. Also address starting process of getting salaries for average-tenured employees up to Metro-averaged wages based on our completed MRA Study*
- *Assume normal continuation of our Street Reconstruction Program*
- *Continue contract with City of Carver for shared recreational services, bringing in additional \$51,000 in revenue*
- *Continue with \$12,000 expense in 2019 for "Scholarships" to support large community activities utilizing our new banquet facility (\$1,000 per month)*
- *Fully fund the Equipment Replacement Schedule for 2019. (Sale of Equipment Certificates)*
- *Plan for equipping all Police Officers with Body Cameras when 1-year free trial period has ended*
- *Assume no draw-down on General Fund reserves*
- *All other items in budget to remain unchanged*

Department	2017 Actual	2018 Budget	2019 Budget	Increase	%Increase	Notes
Council	\$175,661	\$112,730	\$113,457	\$727	0.64%	
Communication	\$55,638	\$76,394	\$113,507	\$37,113	48.58%	<i>Cable Coord move to FT</i>
Administration	\$707,427	\$725,841	\$802,158	\$76,317	10.51%	<i>Comm. Mngr Full Year</i>
Elections	\$0	\$32,433	\$5,000	-\$27,433	-84.58%	
Admin Serv-Finance	\$1,598,988	\$1,426,978	\$1,553,403	\$126,425	8.86%	<i>Half Year Support Position</i>
Admin Serv-IS	\$1,052,760	\$1,012,010	\$1,161,544	\$149,534	14.78%	
Legal	\$153,486	\$84,717	\$85,565	\$848	1.00%	
Community Dev.	\$1,137,743	\$990,891	\$1,028,557	\$37,666	3.80%	
Engineering	\$306,202	\$384,318	\$367,493	-\$16,825	-4.38%	<i>Assist Engin Half Year Funded</i>
City Hall Bldg	\$230,497	\$220,124	\$222,333	\$2,209	1.00%	
Police	\$4,152,040	\$4,001,799	\$4,435,876	\$434,077	10.85%	<i>Code Compliance Division</i>
Fire	\$1,569,875	\$1,740,483	\$1,974,325	\$233,842	13.44%	<i>Full Year Funding of Inspectors</i>
Civil Defense	\$3,785	\$5,615	\$5,672	\$57	1.02%	
Public Works Admin	\$290,692	\$290,597	\$347,931	\$57,334	19.73%	<i>All categories of Pub Works</i>
Streets	\$1,242,600	\$1,490,177	\$1,617,963	\$127,786	8.58%	<i>together similar to last year</i>
Snow Removal	\$136,964	\$186,821	\$201,812	\$14,991	8.02%	
MSB Building	\$196,759	\$218,150	\$220,339	\$2,189	1.00%	
Park Maintenance	\$1,180,005	\$1,199,097	\$986,387	-\$212,710	-17.74%	
ISD 112 Maint	\$40,817	\$39,344	\$40,745	\$1,401	3.56%	
Tree Control	\$27,880	\$30,498	\$30,937	\$439	1.44%	
Parks Admin	\$445,592	\$583,016	\$513,853	-\$69,163	-11.86%	
Parks Youth	\$62,382	\$64,132	\$172,889	\$108,757	169.58%	<i>Full Year Funding of Rec. Manager</i>
Parks Adult	\$96,218	\$83,302	\$84,250	\$948	1.14%	
Firemen's Park	\$112,173	\$283,899	\$294,215	\$10,316	3.63%	
Parks Skating Rink	\$8,505	\$9,515	\$9,559	\$44	0.46%	
Unallocated	\$440,916	\$719,599	\$554,847	-\$164,752	-22.89%	
Total	\$15,425,605	\$16,012,480	\$16,944,617	\$932,137	5.82%	

The only major area of growth will be in the addition of 2.5 FTE Community Service Officers to create our Code Compliance Division. This will come at a cost of \$190,000, but will allow us to be proactive in addressing Code Compliance issues with properties in the community. This is an issue that is becoming a greater issue with the aging of our properties/structures in the community, and can have a very large impact on the quality of life for our residents, especially if you live next door to a problem property.

From a CIP perspective, 2019 will be the third year we will be able to fully fund our new Capital Improvement Program, with \$1,000,000 now being dedicated to the plan. This now allows us to be able to program the exact projects we will be undertaking on an annual basis to support our overall Capital Improvement Program. For 2019, the following projects are planned to be undertaken:

- Street Overlay: \$350,000
- Trail Upgrade/Overlay: \$60,000
- New Pedestrian Bridge on Main Trail: \$70,000
- Landscaping Wall Replacement-Clayhole #2 Lake: \$200,000
- Siren #2 Replacement: \$25,000
- MSB Annual Door/Hoist Maintenance Program: \$45,000
- Cortina Woods Playground/Trail: \$140,000
- Lion's Park Shelter Improvements: \$120,000

Based on this, and the other changes that were listed above, the level of expenditures we are recommending to budget would allow us to meet our budget and service objectives set for the 2019 budget process, while also keeping us very low from a tax perspective in the entire Twin Cities Metropolitan Area.

Specific Department 2019 Activities

Administration

As mentioned previously, one addition in the Administration Department that is needed in 2018 is the addition of a Human Resources Technician, to help support the HR Activities that are currently supported only by our Human Resources Director. Typically, the ratio of HR professionals to employees is 1 to 100-150. Currently we have about 300 employees in total with only one Human Resources Personnel. To be able to adequately handle the HR needs we have, we really need to add a HR Technician position to our Staff to help support these activities. We would plan on adding this position in March of 2018, meaning we would only have half of the year budgeted in 2018, with the position being fully budgeted for 2019. There are no new planned additions for the Administration Department.

Administrative Services

Budgeted staffing levels for the Administrative Services Department will remain steady in 2019. The last position added was a Finance Manager position in 2016, which has allowed us to meet all new Government Accounting Standards put in place over the past several years. With this addition, there is nothing new planned for 2019.

Community Development

As indicated previously, we do anticipate continuing to see an increase in the amount of building activity in the community in 2019, as we seen over the past 6 years. In 2010, we saw building permit revenue at only \$500,000 annually, which was down from our past peak of over \$1 million that we had seen each of the years through the mid-part of last decade. In 2019, we anticipate seeing approximately \$1,300,000 of building permit activity, which will include both residential and Commercial/Industrial building. Staffing levels are at the proper level to be able to handle this activity now, and are not scheduled to change in 2019. The major Planning Project for 2019 will be continuing to work on the implementation of the City Square West/Library project, which along with the other general development activities will keep this department busy.

One thing to note for the Engineering Department, we are currently working on filling the Assistant City Engineer position. This is not a new position, and was budgeted through all of 2018. With our Assistant City Engineer vacating that position in 2017 after accepting the City Engineer position, we are now at this time moving to get that filled. This is currently one of the most difficult positions in the Twin Cities for any City to fill, with us

having gone through this process twice with no hires made. We are looking at other options now on how that position could potentially be supported by a designated person out of our Contract Engineering firm in the short term. Having this position filled would put us in a position of having this department fully staffed.

Police

As mentioned previously, the major change in the 2019 Budget is the addition of a Code Compliance Division within our Police Department. This division would address code compliance issues within the community on a pro-active level, instead of the re-active level we are currently staffed. To fully fund this division, we would need an additional 2.5 FTE Community Service Officers to join in with our current 1.5 FTE Community Service Officers, bringing the total in this division to 4 people. At this staffing level, we will be able to provide service to residents not only during normal business hours but also during evenings and weekends. This should be a major addition to the community in being able to address quality of life issues with problem properties/buildings within the community. In addition to this staffing, we do also have the replacement of some squad cars built into our Equipment Replacement Schedule for 2019.

Fire Department

Currently, the Fire Department has an authorized staffing level of 44 paid-on-call staff, although because of retirements on the department, the actual staffing level is currently at 35 firefighters, with a full-time Fire Chief and Fire Marshal. We also have one half time support staff in the Fire Department to support Administrative functions. The staffing level cap of 44 is scheduled to remain unchanged for 2019, although we do not anticipate that we will have it staffed at that level.

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

In addition to this, in 2015 we also did add some Duty Crew shifts twice a week to both help take the burden off of all fire fighters to respond to calls, and to pilot this program for future use. We have been able to add to this over the last two years, bringing the total number of evenings we have this staffed to Wednesday-Saturday evenings.

In the 2018 budget we made another significant change to the department by budgeting the addition of two new Rental Inspectors/Fire Fighters to the Department. The primary function of these employees is to help bolster our Rental Inspection program, as that

particular area of services has been on the rise as more single family homes were converted to rentals during our last economic downturn. An added benefit of these employees being in the Fire Department is that they add two additional fire fighters at the station during daytime hours to be able to respond to fire calls. Given that this is the most difficult time for the City to staff with Paid On-Call Fire Fighters, this will continue to help us maintain our volunteer based department. This has been a great addition to this department and is continued to be included in the 2019 budget.

Public Works

Chaska's Public Works activities are anticipated to increase as the community grows. Two factors that continue to place pressure on the Public Works service levels are growth in the City's street mileage and expansion of maintenance activities for parks and other City open spaces and trails. One additional factor that has become much more of a factor over the past several years is storm water maintenance. With new Federal and State requirements on storm water, the City moved in 2009 to create a separate Storm Water Utility Fund, staffed by Public Works personnel, to complete maintenance on our extensive system in the community. All Staff time from Public Works put towards Storm Water activities is charged out to the Storm Water Fund to relieve the General Fund of this liability.

Over the past five years we have been able to maintain a high level of street maintenance and snow plowing activities by better utilization of staff (using utility and golf personnel for snow removal) and upgrades in the versatility and efficiency of our equipment. To meet the growing need, we did add a fulltime position in 2002, and added a second new maintenance worker in 2004. We did not see the large growth in either the miles of streets maintained or parks during the recession years, but we have seen miles of road increase in the Southwest Chaska development area over the past 4 years. That did bring on the need to have an additional person to take this new plow route, which we did complete in 2016. We do not have any new Staff additions budgeted in 2019, but only our normal replacement of equipment.

The Street Reconstruction Program is scheduled to continue forward in 2019, with the full reconstruction of 4th Street in front of St. John's Church.

Finally, with the addition of Firemen's Park and now Veteran's Park, we continue to have the needs to make sure we have enough maintenance and programming staff in this park to keep up with the new needs and expectations of these parks now that they are in full use. To address this, we added approximately \$18,000 in park maintenance equipment and part-time park maintenance Staff to address these new maintenance needs.

Recreation

Although functionally, the Recreation Department, Community Center and new Curling/Event Center are in essence combined, Recreation Administration and Programming are separate General Fund activities. The General Fund currently funds three fulltime positions; Parks and Recreation Director, Assistant Director, and Departmental Secretary. To support the new functions in Firemen's Park, we did add a new Programmer programmed in 2016 at a cost of \$65,000, with the addition of Part-Time Staff to work in the Park Shelter/Concession area. These new costs were partially off-set by the addition of new revenue coming from the Carver Recreation Agreement, and through additional concessions revenue. In 2019, we continue to recommend the addition of \$12,000 annually to support Scholarships during the year to support having large community events in our new Event Center. This scholarship program has been very popular for our non-profits in the community to be able to get in and utilize this new facility while keeping the Event Center financially whole. While they are not a new position, we did move the Recreation Supervisor, Assistant Rec Programmer and Facility Scheduler positions into the General Fund to be under our general recreational programming functions. This is a better fit for where these positions dedicate most of their time, and better reflect where the resources should come from to support these positions. Finally, in 2018 we did budget for the addition of a Recreational Manager to manage all recreation programming services in the City. While this position was funded for half of 2018, it is not yet filled, but should be in early 2019. This was already included in the base budget and does not represent an increase to the proposed budget.

REQUEST FOR ACTION CHASKA CITY COUNCIL 12/3/ 2018

Subject: Approval of City Square West/Library Concept Plans

Prepared By: Kevin Ringwald, Community Development Director

Background

At its meeting on December 4, 2017, the City Council appointed a Task Force to develop a concept plan for the City Square West project located on Block 27 in Historic Downtown Chaska. The concept plan to be developed by this Task Force will be used as the basis as to how to redevelop this block with "an identifiable concentration of desirable amenities that collectively create an economic value premium in the downtown".

The Downtown Master Plan envisions the redevelopment of Block 27 (City Square West) as a self-parked mixed-use site; possibly containing retail, multi-family residential, civic and public parking facilities. Traditional storefront buildings that complement downtown's historic character and scale are recommended. The task force was charged with proposing the best way to locate a library and other uses; so as to maximize the catalytic potential for downtown Chaska, both inside and outside the immediate area.

The City Council appointed the following representatives to make up the Task Force:

City Square West – Task Force	
Task Force Representation	Task Force Member
City Council	Mark Windschitl
City Council	Paula Geisler
Planning Commission	Misty Bowe
Heritage Preservation Commission	Dan Madsen
Park Board	Nick Mason/Jason Branch
Chaska Historical Society	Carol Spalding
Downtown Business Alliance	Dan Keyport
Carver County Library	Heidi Hoks
Friends of the Library	Mary Kvitek
SW Transit (staff)	Len Simich
Resident (at large)	Carl Lacey
Resident (at large)	Chayna Claeys
Resident (at large)	Greg Swan
Institutional Members (Church - GA)	Gary Van Eyll
Institutional Members (School - ISD 112)	DeeDee Kahring

Starting in mid-January 2018, the Task Force met over the course of six meetings to develop a proposed concept plan, with representatives from Hoisington Kogler Group and the Musicant Group both facilitating this process and using feedback received to develop concept plans for the City Square West site and two alternate Library sites. This group worked very effectively together, coming to a broad consensus on the objectives they wanted to accomplish on this block, and the programmatic structures and amenities that they felt were most important to meet these objectives.

Task Force Feedback Loops

Consultants and staff provided significant amounts of information to the task force during its various meetings. However, they also received input from the various groups that they represent - as well as public input.

The public input came in a variety of formats and styles. The task force engaged the public at events such as River City Days and the Fire & Ice Bonspiel, an on-line survey and a public open house which was held on August 22, 2018. Also, the task force published the information from each task force meeting on the city's website.

Additionally, the city (for the 1st time) had an employee committee provide feedback during the planning process. The employee committee consisted of a representative from each department within the city. These employee representatives did an amazing job of providing constructive feedback to ensure that the concepts could be built, maintained, programmed, financed, responded-to and be safe. Given the positive feedback received during this process it is anticipated that an employee committee will be a fixture in future catalyst projects.

Lastly, the task force held a joint worksession with the City Council, Planning Commission, Park Board and Heritage Preservation Commission on October 29, 2018. The purpose of this meeting was to ensure buy-in for the developed concept plans. Based on the positive feedback provided during that meeting the task force concluded its work.

City Square West – Concept Plan

The City Square West concept plan consists of two options; the first includes residential above the retail space along Highway 41, and the second option does not. The concept plans both have four buildings: Building A (SW) is 3 stories and contains 44 residential units; Building B (NW) is 4 stories and contains 24 residential units and 7,100 square feet of retail space; Building C (NE) is 3 stories in Option A and 1 story in Option B and contains 12 units of residential in Option A (none in Option B) and 7,450 square feet of retail space in both options; and Building D (SE) is 3 stories in Option A and 1 story in Option B and contains 12 units of residential in Option A (none in Option B) and 8,400 square feet of retail space in both options.

The maximum parking demand occurs with Option A which requires 282 parking spaces. The site provides for 296 parking spaces (252 below grade and 44 on-street), yielding a surplus of 14 parking spaces. The below grade parking deck is easily accessed mid-block off of 3rd Street (right turn off of Highway 41 and right turn into parking garage). Exiting the site would occur with a right turn onto 3rd Street a right turn onto Pine Street and then north to Chaska Boulevard or onto Highway 41 (via a right turn onto 4th Street). Utilizing right turns to get into and out of the site maximizes the efficiency of traffic flow by not having to cross traffic.

The site plan yields functional and desirable private spaces for the project. The two residential buildings that front onto Pine Street both include private roof top amenities for the residents. Building A (SW) also includes a landscape setback along Pine Street to provide separation from Pine Street and allowing a softer transition to the single family on the west side of the street. Building A (SW) also includes an interior courtyard buffer (landscaping and patio) to provide separation from the Paseo/Plaza area. In Option A, Building C (NE) also includes a private roof top amenity and in Option B the retail buildings have the potential for rooftop dining.

The Paseo/Plaza is very generous sized at just under one-acre in size (40,080 square feet or .92 acres). The main level of the paseo/plaza (including outdoor dining areas) is 25,770 square feet or 64 percent of the open space. The mid-level paseo/terrace is 12,880 square feet or 32 percent of the open space. The galley level patio deck is 1,430 square feet or 4 percent of the open space. The general balance (in areas) between these spaces feels correct to staff based on anticipated utilization. The north-south axis of the paseo/plaza is anticipated to move most of the pedestrian traffic through the space; thus, the mid-block pedestrian connections across 3rd and 4th Streets. The east-west axis of the paseo/plaza is anticipated to be more visually important.

Library – Concept Plans

License Center site – The concept on this site provides 34,000 square foot library (22,000 square feet on the 1st Level and 12,000 square feet on the 2nd Level). The primary pedestrian entrance would be at the northwest corner of Pine Street and 4th Street. This access point would pull people to (and from) City Square West, which is diagonally across Pine Street.

The site would be accessed off of Pine Street at a mid-block. The plan provides for 110 underground parking stalls and 59 on-street parking stalls.

The plan also contemplates a potential for 4,000 square feet of retail (with a drive-thru). The concept would make the entrance feel more like a Barnes & Nobles with a generous south-facing lobby with some library-supporting retail.

The plan also addresses the future regional trail link (on the former railroad spur line) with a plaza on the north side of the building. This outdoor plaza could be used by library patrons but could also function as a hub for the adjacent bike trail (i.e., restrooms, car parking, bike parking, wayfinding, minor bike maintenance, etc.,).

Guardian Angels site – The concept on this site provides 34,000 square foot library (22,000 square feet on the 1st Level and 12,000 square feet on the 2nd Level). The primary pedestrian entrance would be at the southwest corner of Pine Street and 2nd Street. This access point would pull people to (and from) the historic retail core of downtown, which is 2nd Street.

The site would be accessed off of 1st Street at the alley location, which would also access a new 30-space surface parking lot for Guardian Angels. The plan provides for 82 underground parking stalls, 30 surface parking stalls, and 66 on-street parking stalls.

The plan also accommodates a potential partnership between the City and Guardian Angels as it relates to recreational amenities. As it shows a joint playground/neighborhood park and a potential recreation building in the existing GA gymnasium. The church asked to evaluate an underground pedestrian tunnel between the school and the church. It was found feasible from a street infrastructure perspective, but further analysis would be required to determine how the school and church could connect. Lastly, the church asked to evaluate how they could better connect their campus across 2nd Street – particularly for festivals, weddings, funerals, etc., It is feasible to temporarily close-off the street during non-peak traffic periods, but additional study would be needed.

Objectives

The Task Force at its 2nd meeting on March 7, 2018 developed a series of objectives that would guide the planning process. Those ***objectives*** and how the plan responds to those objectives are as follows:

- a. ***New restaurants, retail and services strengthen downtown as a vibrant multi-generational commercial destination for Chaska and surrounding communities*** – the concept plan provides for the following retail/restaurant spaces - 7,100 square feet in Building B (NW), 7,450 square feet in Building C (NE), and 8,400 square feet in Building D (SE). The generous paseo/plaza area provides for outdoor dining opportunities adjacent to each of these buildings. Currently the site contains a 19,737 square foot retail strip center, a 11,134 square bank, and a 4,057 square foot post office.
- b. ***Redevelopment is accomplished in a high quality manner that continues the City of Chaska's legacy of visionary projects as demonstrated by Chaska Community Center, Chaska Town Course, and Chaska Firemen's Park/Curling Center/Event Center*** – The generous paseo/plaza area (which is just under one-acre in size) affords the opportunity to activate the downtown by creating a highly activated/programmable outdoor "community center".
- c. ***New buildings are designed to complement the block's surrounding historic character, scale and materials without creating a false sense of historic development*** - the buildings provide for a scale and mass that are complementary (and additive) to the historic context in which they occur. It is anticipated that the elements of the buildings and the site will contain a patina that says Chaska.
- d. ***Desirable and visible destinations and amenities that collectively create an economic "value premium" in downtown Chaska to retain existing and attract new business growth, employers, residents, and visitors*** - The generous paseo/plaza area (which is just under one-acre in size) affords the opportunity to activate the downtown by creating a highly activated/programmable outdoor "community center". The paseo/plaza is envisioned to contain flexible spaces that can work independently of one another or in concert with one another.
- e. ***Evolving retail/service behavior and technology trends are accounted for in site and building design, e.g. decreasing demand for auto-oriented facilities*** - The paseo/plaza is envisioned to contain flexible spaces that can work independently of one another or in concert with one another. The pop-up retail opportunities afforded in the paseo/plaza area facilitate the incubation or expansion of retail within the community.

- f. ***Adequate parking is provided for this block to meet the proposed redevelopment's needs as well as public downtown parking*** – Under the maximum build option (Option A) the site has a surplus of 14 parking spaces. The adjacent Library development would add another 110 underground and 59 surface parking spaces to the area.
- g. ***Transparency and open lines of communication about City Square West redevelopment planning are maintained with existing property owners and their tenants*** – City Staff and its relocation consultants have met in person, in groups and had telephone conversations with the property owners and tenants at each step of this process. Given the backgrounds of the tenants the city also engaged Cantonese and Hispanic translators in an attempt to ensure clear communications. The city values these owners and tenants and has worked (and will continue to work) to ensure a respectful and fair process.
- h. ***High quality pedestrian, bicycling and open space connections are integrated into the block and to adjacent destinations, such as a pedestrian/paseo connection and views of historic City Square*** – as proposed, the paseo/plaza is just under one-acre in size; it affords a highly programmable and engaging spaces. The visual connection between the paseo/plaza area and City Square is very strong.
- i. ***City Square West's redevelopment is designed to face Chestnut Street/Hwy 41, while also mitigating the negative impacts of Highway 41's high traffic*** – the redevelopment of this block in combination with the reconstruction of Chestnut Street affords a significant change in the relationship between Highway 41 and this block. The two retail/restaurant buildings front onto Highway 41 with generous sidewalks, while allowing the sides/rear opportunities for more intimate outdoor dining/shopping experiences. Additional technical work will need to take place to balance the area between these two buildings and the paseo/plaza area to ensure that appropriate noise mitigation occurs.
- j. ***City Square West's redevelopment is designed to be welcoming to all - Chaska residents downtown, near downtown, above the bluff, as well as surrounding communities*** - The generous paseo/plaza area (which is just under one-acre in size) affords the opportunity to activate the downtown by creating a highly activated/programmable outdoor "community center". The paseo/plaza space is a unique space to the community and the region and its ability to be programmed year round will provide people the reason as to why they will want to come back.
- k. ***Opportunities for incorporating amenities that exceed people's expectations are explored in the block's redevelopment*** – the paseo/plaza will provide the opportunity for great experiences with its highly activated/programmable spaces and its outdoor "community center" concept.
- l. ***The block's redevelopment is grounded in fiscal and market realities for both private and public stakeholders*** – the project team aside from consultants also included an architectural firm (MSR) and a developer (Beard Group) that provided feedback to the concepts as they were refined. Prior to the RFP being drafted, city staff and the consultants plan to have a developer roundtable discussion – where several developers are brought in to provide feedback on the concepts and to solicit interest in the development. Lastly, staff will develop a financial model for the project to ensure that it is financially viable.

Next Steps – City Square West

- Modell's – work with the Modell's (owners of the strip retail center) on a purchase agreement that includes a mechanism that allows the existing tenants an option to relocate sooner than later and then would keep that space vacant until closing.
- Retail Tenants – after a purchase agreement with the Modell's is finalized, allow the retail tenants (in Modell's strip center) the option to relocate early, if they should choose to do so. These tenants provide valuable services to many of our residents. Staff believes that it is important to provide these tenants with the flexibility to find new retail spaces that fits their needs by expanding the window in which they have to find such a space(s).
- Klein's – work with the Klein's (Old National Bank) on a purchase agreement. Given the nature of this user, it is anticipated that the execution of that agreement would be timed to occur when funding sources become more apparent.
- Post Office – work with the owner of the Post Office site on a purchase agreement. Also work with the United States Postal Service to find a new location in downtown Chaska. Given the nature of this user, it is anticipated that the execution of that agreement would be timed to occur when funding sources become more apparent.
- RFP to developer(s) – develop a Request for Proposal (RFP) that would solicit redevelopment proposals for City Square West (Block 27). An outline for the RFP could include the following topical headings: Downtown Chaska Revitalization Momentum, City Square West Site Description, Site History and Context, Site Redevelopment Objectives, Preferred Redevelopment Concept, Land Use/Zoning Requirements and Process. The RFP would come back to council for approval prior to its distribution.
- Finance – develop a financial model for the project.

There are additional steps (i.e., grant request, purchase agreements, contracts, etc.,) required to fully implement this portion of the project. It is anticipated that those steps will come back to the council for specific approvals.

Next Steps – Library

- Home for License Center – work with Carver County to find a replacement site in downtown Chaska for the License Center site. Conduct technical analysis of site to determine feasibility of construction (i.e., surveying, Phase I, soil borings, etc.,).
- House at 401 Pine Street North – initiate discussions with property owner on the acquisition of property. Conduct technical analysis of site to determine feasibility of construction (i.e., surveying, Phase I, soil borings, appraisal, relocation, etc.,). Prepare purchase agreement for council consideration.
- Guardian Angels – continue discussions with Guardian Angels in case the License Center site proves to be not feasible. Given that the church desires to further activate their campus; if the library is developed on the license center site, work with the congregation on other redevelopment opportunities (i.e., senior housing, etc.,).
- RFP for architect - develop a Request for Proposal (RFP) that would solicit architectural/construction services for a new Library on one of the two sites. The RFP would come back to council for approval prior to its distribution.
- Finance - develop a financial model for the project.

There are additional steps (i.e., purchase agreements, contracts, etc.,) required to fully implement this portion of the project. It is anticipated that those steps will come back to the council for specific approvals.

Conclusion

As noted above, this is the start to a process, this is not a finish, there's a lot of work that still needs to be done. However, staff is very excited about the products that the Task Force has produced and the potential for something transformative to occur on this block; as well as benefiting the overall downtown. Staff would like to thank the members of the task force, commissions, city staff and consultants who worked very hard to develop another catalyst project for Historic Downtown Chaska!

CITY COUNCIL ACTION REQUESTED

Motion to adopt Resolution approving the concept plans for City Square West and the two alternate Library sites, and to authorize Staff to move forward with the "Next Steps" for City Square West and the Library Sites as identified in the above staff report.

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE DECEMBER 3, 2018 **RESOLUTION NO.** 2018-140

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

Resolution approving the Concept Plans for City Square West & Library site plans

WHEREAS, on December 4, 2017, the City Council appointed a Task Force to develop a concept plan for the City Square West project located on Block 27 in Historic Downtown Chaska; and

WHEREAS, the concept plan to be developed by this Task Force will be used as the basis as to how to redevelop this block with "an identifiable concentration of desirable amenities that collectively create an economic value premium in the downtown"; and

WHEREAS, the Downtown Master Plan envisions the redevelopment of Block 27 (City Square West) as a self-parked mixed-use site; possibly containing retail, multi-family residential, civic and public parking facilities that have traditional storefront buildings that complement downtown's historic character and scale; and

WHEREAS, starting in mid-January 2018, the Task Force met over the course of six meetings to develop these proposed concept plans; and

WHEREAS, public input came in a variety of formats and styles – booths at River City Days and the Fire & Ice Bonspiel, an on-line survey and a public open house which was held on August 22, 2018 and the task force also published the information from each task force meeting on the city's website; and

WHEREAS, the task force held a joint worksession with the City Council, Planning Commission, Park Board and Heritage Preservation Commission on October 29, 2018 to ensure buy-in for the developed concept plans and based on the positive feedback provided during that meeting the task force concluded its work; and

WHEREAS, the Task Force at its 2nd meeting on March 7, 2018 developed a series of objectives that would guide the planning process and the concepts presented achieve those objectives; and

WHEREAS, a necessary "next step" for implementation would be to work with the Modell's (owners of the strip retail center) on a purchase agreement that includes a mechanism that allows the existing tenants an option to relocate sooner than later and then would keep that space vacant until closing; and

WHEREAS, a necessary “next step” for implementation would be to after a purchase agreement with the Modell’s is finalized, allow the retail tenants (in Modell’s strip center) the option to relocate early, if they should choose to do so; and

WHEREAS, a necessary “next step” for implementation would be to work with the Klein’s (Old National Bank) on a purchase agreement, but given the nature of this user, it is anticipated that the execution of that agreement would be timed to occur when funding sources become more apparent; and

WHEREAS, a necessary “next step” for implementation would be to work with the owner of the Post Office site on a purchase agreement and to with the United States Postal Service to find a new location in downtown Chaska and given the nature of this user, it is anticipated that the execution of that agreement would be timed to occur when funding sources become more apparent; and

WHEREAS, a necessary “next step” for implementation would be to develop a Request for Proposal (RFP) that would solicit redevelopment proposals for City Square West (Block 27) and the RFP would come back to council for approval prior to its distribution; and

WHEREAS, a necessary “next step” for implementation would be to develop a financial model for the City Square West project; and

WHEREAS, a necessary “next step” for implementation would be to work with Carver County to find a replacement site in downtown Chaska for the License Center site and conduct the necessary technical analysis of site to determine feasibility of construction (i.e., surveying, Phase I, soil borings, etc.); and

WHEREAS, a necessary “next step” for implementation would be to initiate discussions with property owner of 401 Pine Street North on the acquisition of property and conduct the necessary technical analysis of site to determine feasibility of construction (i.e., surveying, Phase I, soil borings, appraisal, relocation, etc.,) and prepare a purchase agreement for council consideration; and

WHEREAS, a necessary “next step” for implementation would be to continue discussions with Guardian Angels in case the License Center site proves to be not feasible and given the churches desire to further activate their campus (if the library is developed on the license center site) work with the congregation on other redevelopment opportunities (i.e., senior housing, etc.); and

WHEREAS, a necessary “next step” for implementation would be to develop a Request for Proposal (RFP) that would solicit architectural/construction services for a new Library on one of the two sites and that the RFP would come back to council for approval prior to its distribution; and

WHEREAS, a necessary “next step” for implementation would be to develop a financial model for the Library project; and

WHEREAS, there are additional steps (i.e., purchase agreements, contracts, etc.,) required to fully implement this project (aside from those mentioned above) and it is anticipated that those steps will come back to the council for specific approvals; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Chaska, Minnesota, hereby approves the concept plans for City Square West and the two alternate Library sites and to authorize Staff to move forward with the "Next Steps" for City Square West and the Library Sites, based on the aforementioned stipulations and the following exhibits:

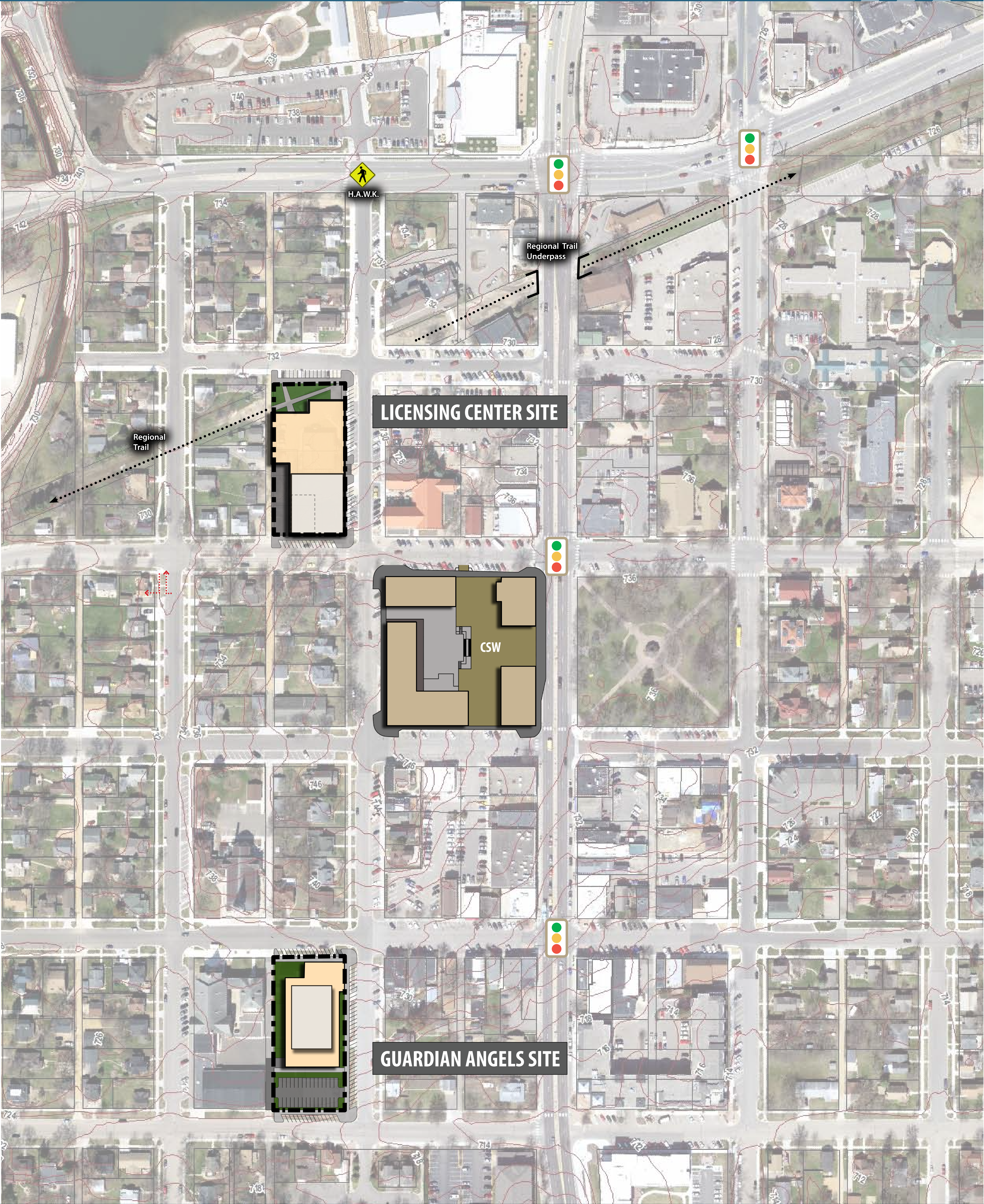
1. Potential Library Sites, dated December 3, 2018;
2. City Square West Concept Plan (Option A), dated October 16, 2018;
3. City Square West Concept Plan (Option B), dated October 16, 2018;
4. City Square West Concept Site Plan details, dated December 3, 2018
5. City Square West – Paseo – Activity Layout, dated October 16, 2018;
6. CSW – Development Program Summary, dated October 29, 2018;
7. Library Concept Plan – License Center Site, dated December 3, 2018;
8. Library Concept Plan – Guardian Angels Site, dated December 3, 2018;
9. Objectives – City Square West (CSW), dated March 7, 2018; and
10. City Square West Task Force – Meetings Recap, undated.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 3rd day of December, 2018.

Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk

Chaska - Potential Library Sites



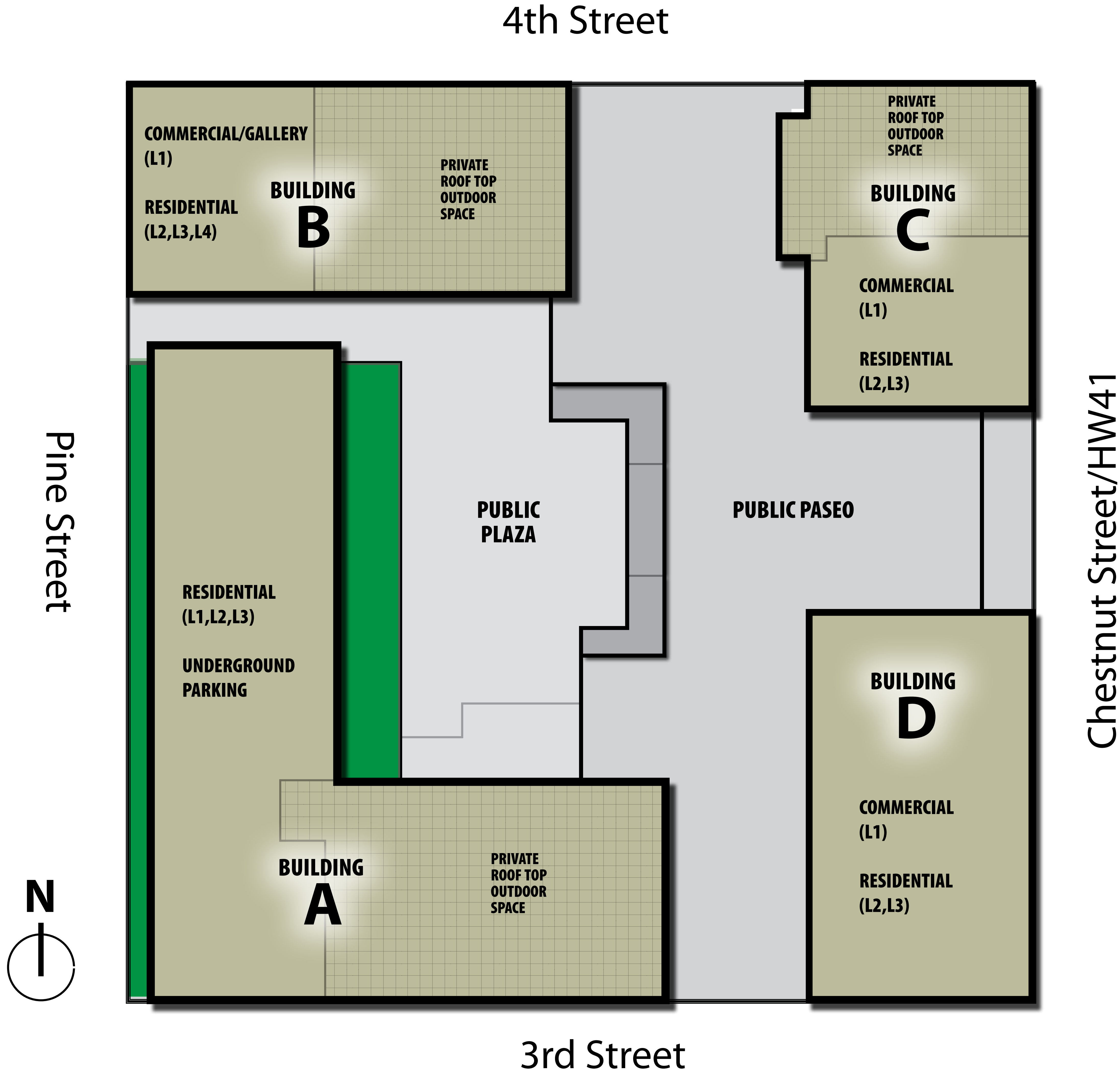
Chaska - City Square West (Option A)



Chaska - City Square West (Option B)

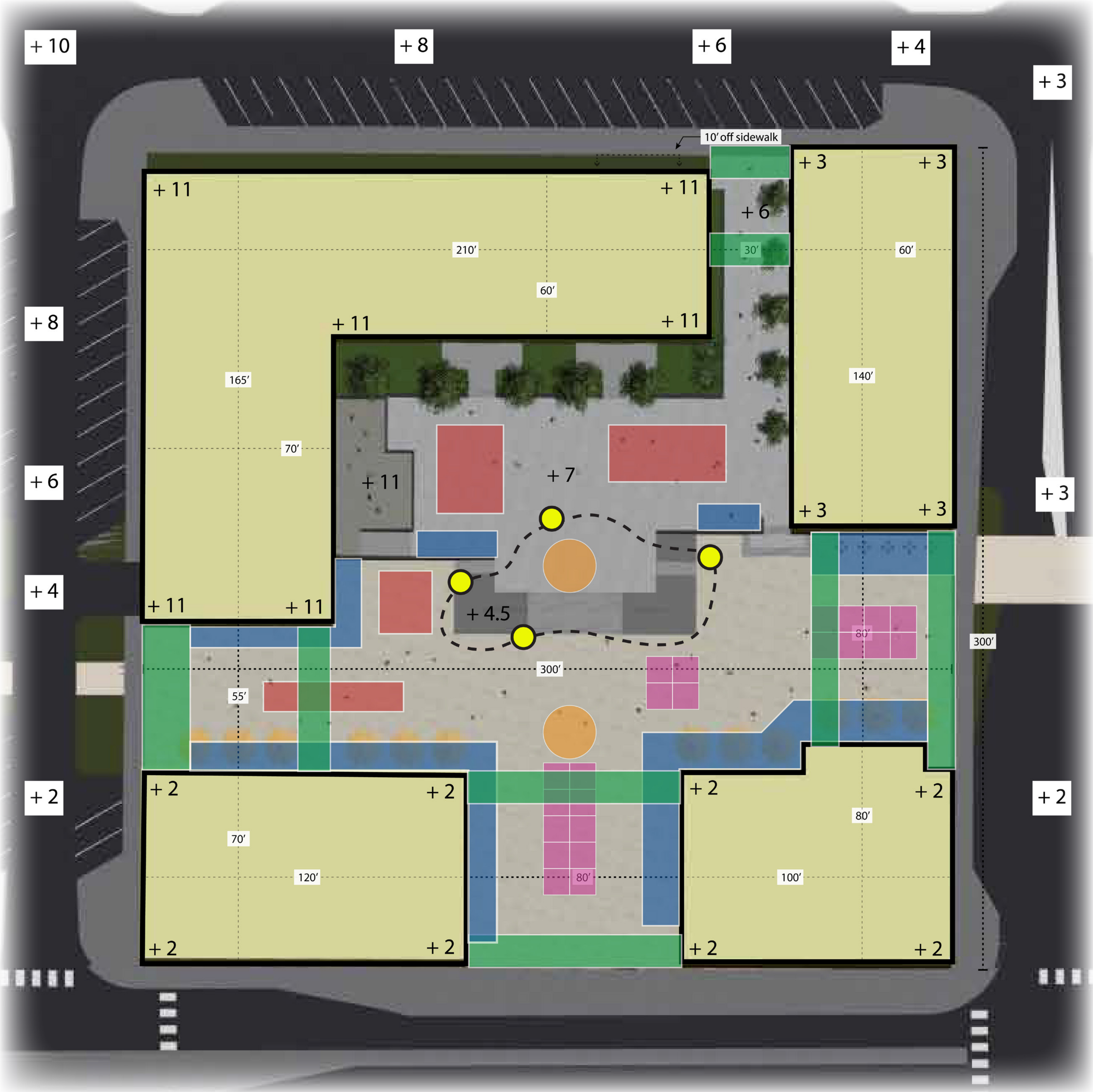


City Square West Concept Site Plan

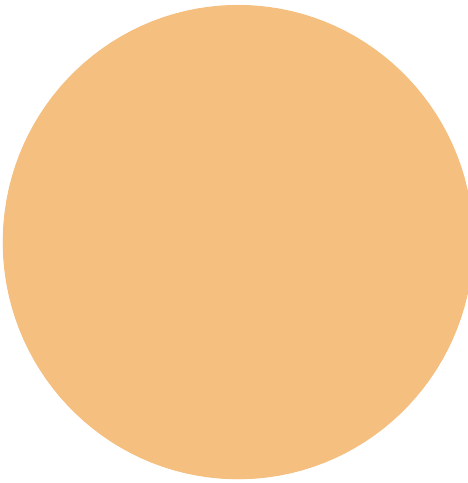


CITY SQUARE WEST: PASEO

ACTIVITY LAYOUT:



DRAWING KEY:

-  Gateway Elements
-  Patio/Private Seating
-  Market Tent (10'x10')
-  Game/Activity Areas
-  Interactive/Connective elements + path
-  Stage and/or performance area

CSW - Concept Summary

October 29, 2018

Building Programs

Building A (SW "L")	Lower Paseo level: vertical circulation, restroom, ramp access drive = 3200 sf Floor 1: Gallery/Fitness/Lobby/Mechanical = 10,800 sf Floor 1 Residential: 8 units Floor 2-3 Residential: 18 units per floor – 36 units Rooftop amenities Building A Res: 44 units
Building B (NW)	Floor 1: Commercial = 7,100 sf Floor 1 Common space/Mechanical/Storage: 1000 sf Floors 2-4 Residential: 8 units per floor Rooftop amenities Building B Res: 24 units
Building C (NE)	Floor 1: Commercial = 7,450 sf Optional Floors 2-3 Residential: 6 units per floor Potential Rooftop amenities Building C Res: 12 units
Building D (SE)	Floor 1: Commercial = 8,400 sf Optional Floors 2-3 Residential: 8 units per floor Potential Rooftop amenities Building D Res: 16 units
	Total Residential – A+B 68 units
	Total Residential – A+B+C+D 96 units

Parking Program

Parking Demand

Building A – 44 Res units:	77 spaces
Building B – 7100 sf Commercial:	36 spaces
Building B – 24 Res units:	42 spaces
Building C – 7460 sf Commercial:	36 spaces
Building C – Optional 12 Res units:	21 spaces
Building D – 8400 sf Commercial:	42 spaces
Building D – Optional 16 Res units:	<u>28 spaces</u>

Total demand including opt Bldg C/D Res **282 spaces**
Total demand without opt Bldg C/D Res **233 spaces**

Parking Provided

Below grade ramp parking	252 spaces
Adjacent street parking	<u>44 spaces</u>
Total Provided	296 spaces (surplus of 63/14)

Site Program

Gallery level patio/deck:	1,430 sf
Mid-level paseo and terraces	12,880 sf
Lower level paseo	22,245 sf
Outdoor dining/seating	<u>3,525 sf</u>
Total	40,080 sf

Chaska - Licensing Center Site



Licensing Center Site	SF by Level
Library - 1st Floor	22,000 SF
Library - 2nd Floor	12,000 SF
Total	34,000 SF
Commercial/Retail	4,000 SF

Parking	
Underground (Half Block)	110
Street	59
Total	169

*Existing Street: 29
*Existing DMV: 31



Chaska - Guardian Angels Site



Guardian Angels Site	SF by Level
Library - 1st Floor	22,000 SF
Library - 2nd Floor	12,000 SF
Total	34,000 SF

Parking	
Underground (Building)	82
Surface	30
Street	66
Total	178

*Existing Street: 26



LOOKING NORTH-WEST



LOOKING SOUTH-EAST



LOOKING NORTH-EAST



LOOKING SOUTH-WEST

Objectives

City Square West (CSW)

Task Force Meeting #2 on 3-7-2018

- A. New restaurants, retail and services strengthen downtown as a vibrant multi-generational commercial destination for Chaska and surrounding communities
- B. Redevelopment is accomplished in a high quality manner that continues the City of Chaska's legacy of visionary projects as demonstrated by Chaska Community Center, Chaska Town Course, and Chaska Firemen's Park/Curling Center/Event Center
- C. New buildings are designed to complement the block's surrounding historic character, scale and materials without creating a false sense of historic development
- D. Desirable and visible destinations and amenities that collectively create an economic "value premium" in downtown Chaska to retain existing and attract new business growth, employers, residents, and visitors
- E. Evolving retail/service behavior and technology trends are accounted for in site and building design, e.g. decreasing demand for auto-oriented facilities
- F. Adequate parking is provided for this block to meet the proposed redevelopment's needs as well as public downtown parking
- G. Transparency and open lines of communication about City Square West redevelopment planning are maintained with existing property owners and their tenants
- H. High quality pedestrian, bicycling and open space connections are integrated into the block and to adjacent destinations, such as a pedestrian/paseo connection and views of historic City Square
- I. City Square West's redevelopment is designed to face Chestnut Street/Hwy 41, while also mitigating the negative impacts of Highway 41's high traffic
- J. City Square West's redevelopment is designed to be welcoming to all - Chaska residents downtown, near downtown, above the bluff, as well as surrounding communities
- K. Opportunities for incorporating a WOW factor are explored in the block's redevelopment
- L. The block's redevelopment is grounded in fiscal and market realities for both private and public stakeholders

City Square West Task Force - Meetings Recap

Meeting 1:
Project background and goals

January 24

Purpose:
Understand the project scope and role of the task force

- Outcomes:**
- Redevelopment site objectives
 - Generated ideas for potential redevelopment concepts - 10 year vision, desired land uses, desired development character

Meeting 2:
Alternative redevelopment concepts

March 7

Purpose:
Review and provide feedback on four alternative redevelopment concepts

- Outcomes:**
- Pros & cons of each concept
 - Elements that should move forward to the preferred concept

Meeting 3:
Preferred redevelopment concept

April 25

Purpose:
Review and provide feedback on preferred redevelopment concept

- Outcomes:**
- Preferred redevelopment concept
 - Determination to consider other downtown sites for a future library
 - Paseo/plaza ideas
 - Identify community engagement opportunities

Meeting 4:
Alternative library sites and paseo concepts

August 15

Purpose:
Review and provide feedback on five alternative library sites and concepts and CSW public vs. private upper plaza concepts

- Outcomes:**
- Potential library sites reduced down to three
 - Preference for public lower and upper plaza
 - Downtown/paseo activation ideas
 - Discuss community input received

Meeting 5:
Alternative library sites and paseo concepts

September 19

Purpose:
Review three alternative library sites and concepts and CSW terraced paseo/ plaza concepts

- Outcomes:**
- Three potential library sites ranked
 - Preference for terraced paseo over two-level paseo

Meeting 6:
Recommend CSW concept and library site

October 16

Purpose:
Review and provide feedback on preferred CSW concept and library site

- Outcomes:**
- Final refinements to CSW redevelopment concept
 - Recommended delivery methods for paseo activation priorities
 - Preference for top two library sites - 1) County, 2) Guardian Angels

Community Input Opportunities - July/August

- River City Days Booth
- Fire and Ice Event Booth
- Online Survey
- Community Open House

CLAIMS ROSTER REPORT

FOR COUNCIL MEETING:

December 3, 2018

Paid and Unpaid Invoices:

Check #'s 325814-325990

\$1,503,716.30

Paid Electronic Invoices:

Wire #'s 1714-1732

\$3,868,155.24

Amount for Approval-Council Meeting:

December 3, 2018

\$5,371,871.54

Checks

11/30/2018 13:14 8482mrob		City of Chaska VENDOR INVOICE LIST		P 1 apinvlst	
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100003 2XL CORPORATION					
242491		11/09/2018	120418	325827	2,237.20 12/09/2018 INV PD gym wipes
CHECK DATE: 12/04/2018					
104592 AARP					
60496		11/15/2018	120418	325828	245.00 12/21/2018 INV PD 4 HR Drivers Class- Lodge
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100016 ABM EQUIPMENT & SUPPLY INC					
0157960-IN		11/14/2018	120418	325829	57.27 12/14/2018 INV PD #706 PARTS - AMBER WARNIN
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103741 ACCOLADE USA INC					
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103825 ACUSHNET COMPANY					
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906677092		11/20/2018	120418	325831	95.85 12/20/2018 INV PD resale SO
CHECK DATE: 12/04/2018					
					178.66
100843 AH HERMEL COMPANY					
742763		11/23/2018	120418	325832	535.70 12/23/2018 INV PD vending supplies
CHECK DATE: 12/04/2018					
100102 ANCOM COMMUNICATIONS INC					



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City of Chaska
VENDOR INVOICE LIST

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apinvlst

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100119 SHAKOPEE VALLEY FORD									
232819FOW		11/13/2018	120418	325834	71.78	12/13/2018	INV	PD	Squad 1125 purge valve
CHECK DATE: 12/04/2018									
FOCS949952		11/02/2018	120418	325834	300.80	12/02/2018	INV	PD	Squad 1163 coil and spark
CHECK DATE: 12/04/2018									
					372.58				
100122 ARAMARK REFRESHMENT SERVICES									
1345962		11/14/2018	120418	325835	147.39	12/14/2018	INV	PD	COFFEE & SUPPLIES
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100144 ASPEN EQUIPMENT COMPANY									
10195518		11/01/2018	120418	325836	878.01	12/01/2018	INV	PD	SNOW PLOW MAINTENANCE
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10196127		11/15/2018	120418	325836	1,188.00	12/15/2018	INV	PD	SNOW PARTS - CUTTING EDGE
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					2,066.01				
100146 ASPEN MILLS INC									
227143		11/26/2018	120418	325837	1,101.80	12/26/2018	INV	PD	TACTICAL VEST-K GRAVALIN
CHECK DATE: 12/04/2018									
227144		11/26/2018	120418	325837	188.50	12/26/2018	INV	PD	FF JACKET-C MOE
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227145		11/26/2018	120418	325837	112.94	12/26/2018	INV	PD	DUTY CREW PANTS-C PIERCE
CHECK DATE: 12/04/2018									
					1,403.24				
100155 AUBURN MANOR									
DEC 2018	180000	11/16/2018	120418	325838	200.00	12/16/2018	INV	PD	DEC 2018 SENIOR CITIZEN D
CHECK DATE: 12/04/2018									
100174 BAUER BUILT TIRE AND BATTERY									
180238916		11/06/2018	120418	325839	3,150.45	12/15/2018	INV	PD	NEW TIRES ON PLOW TRUCKS
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City of Chaska
VENDOR INVOICE LIST

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100188 BERRY COFFEE COMPANY									
612411		11/21/2018	120418	325841	44.45	12/21/2018	INV	PD	Lodge coffee
CHECK DATE: 12/04/2018									
100214 BORDER STATES INDUSTRIES INC									
916588806		11/15/2018	120418	325842	127.60	12/15/2018	INV	PD	SUPPLIES - WIRE TAGS
CHECK DATE: 12/04/2018									
916588807		11/15/2018	120418	325842	239.25	12/25/2018	INV	PD	PARTS - PULLING SWIVEL PA
CHECK DATE: 12/04/2018									
916618482		11/20/2018	120418	325842	257.59	12/20/2018	INV	PD	SUPPLIES - RED CAUTION TA
CHECK DATE: 12/04/2018									
					624.44				
100254 BRYAN ROCK PRODUCTS INC									
32367		11/15/2018	120418	325843	3,047.16	12/15/2018	INV	PD	82ND / MCKNIGHT RD GRAVEL
CHECK DATE: 12/04/2018									
100293 CARGILL INC									
2904405855		11/01/2018	120418	325844	4,387.48	12/01/2018	INV	PD	SALT FOR PARKING LOTS
CHECK DATE: 12/04/2018									
2904420949		11/09/2018	120418	325844	2,146.84	12/09/2018	INV	PD	SALT
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					6,534.32				
100302 CARVER COUNTY									
2108		05/04/2018	120418	325845	9,430.00	06/03/2018	INV	PD	TIF DIST FEES
CHECK DATE: 12/04/2018									
100323 CDW GOVERNMENT INC									
PQP1920		10/17/2018	112018-2	325814	297.58	11/16/2018	INV	PD	CFD SURFACE PRO
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PQR4318		10/18/2018	112018-2	325814	1,832.84	11/17/2018	INV	PD	CFD SURFACE PRO
CHECK DATE: 11/20/2018									



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PSD7146 CHECK DATE: 12/04/2018		10/24/2018	120418	325846	426.70	11/23/2018	INV	PD	KEYBOARDS
PSG5360 CHECK DATE: 12/04/2018		10/24/2018	120418	325846	94.76	11/23/2018	INV	PD	CCH DC BLANKS
ZR00074585 CHECK DATE: 12/04/2018		10/30/2018	120418	325846	49.00	11/29/2018	INV	PD	WEBEX LICENSES
					2,700.88				
100332 CENTERPOINT ENERGY RESOURCES CORP									
80000146268/OCT18 CHECK DATE: 11/20/2018		11/12/2018	112018-2	325815	2,358.65	12/07/2018	INV	PD	OCT 2018 GAS SVC
80000167843/OCT18 CHECK DATE: 11/20/2018		11/12/2018	112018-2	325815	782.29	12/07/2018	INV	PD	OCT 2018 GAS SVC
					3,140.94				
100333 CENTERPOINT ENERGY RESOURCES CORP									
80000167793/OCT18 CHECK DATE: 11/20/2018		11/12/2018	112018-2	325816	79.14	12/07/2018	INV	PD	OCT 2018 CITY PKS GAS SVC
100337 QWEST CORPORATION									
313196254/NOV18 CHECK DATE: 11/29/2018		11/18/2018	112918	325989	580.56	12/17/2018	INV	PD	NOV 2018 CITY HALL LOC PH
313249294/NOV18 CHECK DATE: 11/20/2018		11/11/2018	112018-2	325817	52.85	12/10/2018	INV	PD	NOV 2018 TC MAINT LOC PHN
313408124/NOV18 CHECK DATE: 11/29/2018		11/11/2018	112918	325989	124.18	12/10/2018	INV	PD	NOV 2018 TC MAINT LOC PHN
313692512/NOV18 CHECK DATE: 11/20/2018		11/01/2018	112018-2	325817	252.84	11/27/2018	INV	PD	NOV 2018 TC CLUBHS LOC PH
313773369/NOV18 CHECK DATE: 11/20/2018		11/01/2018	112018-2	325817	80.75	11/27/2018	INV	PD	NOV 2018 CCC BURGLAR ALAR
314238800/NOV18 CHECK DATE: 11/29/2018		11/18/2018	112918	325989	72.34	12/17/2018	INV	PD	NOV 2018 LOCAL PHN SVC
					1,163.52				
100374 CHANHASSEN, CITY OF									
60326 CHECK DATE: 12/04/2018		11/15/2018	120418	325847	33.12	12/07/2018	INV	PD	OCT 2018 TH41/82ND ST SIG

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VENDOR INVOICE LIST



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100377 CHASKA ROTARY CLUB									
60133		11/14/2018	120418	325848	9,300.00	12/14/2018	INV	PD	CHASKA CARES 2018 DONATIO
CHECK DATE: 12/04/2018									
103891 CITY OF SHAKOPEE									
9028		11/22/2018	120418	325849	2,378.17	12/22/2018	INV	PD	Fair and Impartial Polici
CHECK DATE: 12/04/2018									
100408 CITYSPRINT									
42128		10/31/2018	120418	325850	61.28	11/30/2018	INV	PD	Deliver inserts to Impact
CHECK DATE: 12/04/2018									
100419 CLOVER CONDOMINIUM ASSN									
1005000101-12/2018		11/16/2018	120418	325851	291.90	12/16/2018	INV	PD	DEC 2018 COMMUNITY ROOM D
CHECK DATE: 12/04/2018									
100436 COMCAST CORPORATION									
60361TC		11/07/2018	112018-2	325818	153.86	12/02/2018	INV	PD	clubhouse cable
CHECK DATE: 11/20/2018									
107180 COMPLETE VISION CARE									
172934008		11/14/2018	120418	325852	1,070.00	12/14/2018	INV	PD	NOV REBATE-BUSINESS LIGHT
CHECK DATE: 12/04/2018									PAYEE: COMPLETE VISION CARE
100429 COORDINATED BUSINESS SYSTEMS LTD									
CNIN293123		11/07/2018	120418	325854	20.52	12/07/2018	INV	PD	copier contract
CHECK DATE: 12/04/2018									
CNIN293982		11/14/2018	120418	325855	533.60	12/14/2018	INV	PD	Maintenance contract
CHECK DATE: 12/04/2018									
CNIN293988		11/14/2018	120418	325853	54.95	11/24/2018	INV	PD	HP M401n Laser
CHECK DATE: 12/04/2018									
106301 CORE AND MAIN LP					609.07				
J756977		11/07/2018	120418	325856	625.00	12/07/2018	INV	PD	WHITE OAK WM REPAIR
CHECK DATE: 12/04/2018									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
J766522	180223	11/07/2018	120418	325856	1,066.20	12/07/2018	INV	PD	WATER STOCK - TOP SEC, BO
CHECK DATE: 12/04/2018									
J775870		11/09/2018	120418	325856	100.16	12/09/2018	INV	PD	WATERMAIN REPAIR
CHECK DATE: 12/04/2018									
J776739		11/14/2018	120418	325856	149.36	12/14/2018	INV	PD	MAINT - SPOOL FOR MGK
CHECK DATE: 12/04/2018									
J776982		11/09/2018	120418	325856	140.14	12/09/2018	INV	PD	PLUMBING REPAIR MCKNIGHT
CHECK DATE: 12/04/2018									
J798261		11/14/2018	120418	325856	57.00	12/14/2018	INV	PD	WELL #5 - PARTS - GASKETS
CHECK DATE: 12/04/2018									
					2,137.86				
107193 CROWN UNDERGROUND LLC									
33002		11/15/2018	120418	325857	3,214.85	12/15/2018	INV	PD	HYDRANT PERMIT REFUND-JON
CHECK DATE: 12/04/2018									
100479 CULLIGAN-METRO BROOKLYN PARK									
60353		10/31/2018	112018-2	325819	14.27	11/20/2018	INV	PD	WATER COOLER RENT & WATER
CHECK DATE: 11/20/2018									
100490 DAKOTA SUPPLY GROUP INC									
E293495	180219	11/07/2018	120418	325858	720.00	12/25/2018	INV	PD	LAMP LED 40 WATT
CHECK DATE: 12/04/2018									
106627 DIGITAL GOLF TECHNOLOGIES INC									
3777		10/31/2018	120418	325859	402.50	11/30/2018	INV	PD	hole in one system rental
CHECK DATE: 12/04/2018									
104633 EASTERN CARVER COUNTY SCHOOLS (REBATES)									
101455009-LA ACAD-2		11/14/2018	120418	325860	8,120.00	12/14/2018	INV	PD	NOV REBATE-BUSINESS COOLI
CHECK DATE: 12/04/2018									
100625 EUREKA CONSTRUCTION INC									
90130-1		11/20/2018	120418	325861	251,543.19	12/20/2018	INV	PD	CHASKA CREEK LANE PHASE 2
CHECK DATE: 12/04/2018									
105908 FAMILY SUPPORT REGISTRY									



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PR112318#10859189 CHECK DATE: 11/27/2018		11/23/2018	112718	325824	34.00	11/23/2018	INV	PD	112318 Payroll Child Supp
100655 FERRELLGAS 7780961									
1102823999 CHECK DATE: 12/04/2018		09/28/2018	120418	325862	46.85	11/28/2018	INV	PD	PROPANE FOR STREET PAVER
1103312953 CHECK DATE: 12/04/2018		11/02/2018	120418	325862	70.99	12/02/2018	INV	PD	PROPANE
					117.84				
100657 CE MINNE INDUSTRY INC									
17746 CHECK DATE: 12/04/2018		11/12/2018	120418	325863	294.00	12/12/2018	INV	PD	ice melt
106486 FLOYD TOTAL SECURITY									
1256735 CHECK DATE: 12/04/2018		08/06/2018	120418	325864	3,249.09	08/21/2018	INV	PD	BUILDING LOCK REPAIR
100693 FS3 INC									
50691 CHECK DATE: 12/04/2018	180217	11/06/2018	120418	325865	12,555.00	12/06/2018	INV	PD	3" & 4" CONT CONDUIT
50852 CHECK DATE: 12/04/2018	180225	11/20/2018	120418	325865	3,075.40	12/20/2018	INV	PD	2" CONT CONDUIT, N/S 3" C
					15,630.40				
100698 GALLS LLC									
011102711 CHECK DATE: 12/04/2018		10/26/2018	120418	325866	109.99	11/25/2018	INV	PD	Martin Uniform - Initial
011184542 CHECK DATE: 12/04/2018		11/06/2018	120418	325866	77.97	12/06/2018	INV	PD	Dulitz & Heitkamp Uniform
					187.96				
107148 MATTHEW M DOLAN									
60469 CHECK DATE: 12/04/2018		11/19/2018	120418	325867	73.68	12/19/2018	INV	PD	Curling Game Board Rocks
105223 GARDENEER INC									
1853		11/19/2018	120418	325868	5,970.00	12/19/2018	INV	PD	2888 FAIRWAY DR DRAINAGE



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VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
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14679		11/12/2018	120418	325869	1,045.30	12/12/2018	INV	PD	GEAR WASH
CHECK DATE: 12/04/2018									
102556 GF JEDLICKI INC									
60354		10/31/2018	120418	325870	51,188.25	11/30/2018	INV	PD	WATER SYSTEM MODIFICATION
CHECK DATE: 12/04/2018									
100745 DEBBIE M BACKLUND									
60355		10/31/2018	120418	325871	641.25	12/20/2018	INV	PD	OCT TC GARDENING
CHECK DATE: 12/04/2018									
107184 GOV DEALS INC									
12105-102018		10/30/2018	120418	325872	1,803.75	11/30/2018	INV	PD	FEES FOR SELLING #2704
CHECK DATE: 12/04/2018									
100759 GRAINGER									
9002731256		11/12/2018	120418	325873	361.18	12/12/2018	INV	PD	Rink 2 RTU replacement mo
CHECK DATE: 12/04/2018									
9943191743		10/23/2018	120418	325873	38.64	11/22/2018	INV	PD	WTP MAINTENANCE
CHECK DATE: 12/04/2018									
9948867313		10/29/2018	120418	325873	59.92	11/28/2018	INV	PD	#311 FIRE
CHECK DATE: 12/04/2018									
					459.74				
100758 GRAYBAR ELECTRIC COMPANY INC									
9307290173	180221	11/19/2018	120418	325874	822.19	12/19/2018	INV	PD	CONDUIT ELBOWS
CHECK DATE: 12/04/2018									
9307312272	180222	11/19/2018	120418	325874	345.28	12/19/2018	INV	PD	CONDUIT ELBOWS
CHECK DATE: 12/04/2018									
9307339178		11/21/2018	120418	325874	-113.25	11/21/2018	CRM	PD	CREDIT MEMO - RETURN MISC
CHECK DATE: 12/04/2018									
					1,054.22				
107189 GRUNZKE, KELLIE A									



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City of Chaska
VENDOR INVOICE LIST

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apinvlst

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
10013814 CHECK DATE: 12/04/2018		11/15/2018	120418	325875	65.45	12/15/2018	INV	PD	METER DEPOSIT REFUND-800
100785 HACH COMPANY									
11229533 CHECK DATE: 12/04/2018		11/20/2018	120418	325876	616.72	12/20/2018	INV	PD	WTP - CHLORINE, FLUORIDE,
107190 HALL, CLINT									
31970 CHECK DATE: 12/04/2018		11/15/2018	120418	325877	89.40	12/15/2018	INV	PD	METER DEPOSIT REFUND-3286
100807 HARTMAN COMPANIES INC									
9099 CHECK DATE: 12/04/2018		11/08/2018	120418	325878	96.00	12/08/2018	INV	PD	MULCH FOR TOP DRESSING LA
9120 CHECK DATE: 12/04/2018		11/16/2018	120418	325878	76,557.50	12/16/2018	INV	PD	GREENSIDE BUNKER RENOVATI
107188 HATZENBELLER, JANNA					76,653.50				
10012642 CHECK DATE: 12/04/2018		11/15/2018	120418	325879	187.26	12/15/2018	INV	PD	METER DEPOSIT REFUND-265
100810 HAWKINS INC									
4401214 CHECK DATE: 12/04/2018		11/16/2018	120418	325880	3,001.02	12/16/2018	INV	PD	WTP CHEMICALS
100848 HIGH TECH CLEANING INC									
14290 CHECK DATE: 12/04/2018		11/01/2018	120418	325881	3,092.25	12/01/2018	INV	PD	CITY HALL
14339 CHECK DATE: 12/04/2018		11/06/2018	120418	325881	80.92	12/06/2018	INV	PD	FIRE STATION SUPPLIES
14348 CHECK DATE: 12/04/2018		11/08/2018	120418	325881	357.44	12/08/2018	INV	PD	CITY HALL - TOUCH FREE HA
14361 CHECK DATE: 12/04/2018		11/12/2018	120418	325881	580.28	12/12/2018	INV	PD	MSB PAPER PRODUCTS
14362 CHECK DATE: 12/04/2018		11/12/2018	120418	325881	761.13	12/12/2018	INV	PD	CITY HALL PAPER PRODUCTS



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VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					4,872.02				
100913 INTERNATIONAL ASSN OF CHIEFS OF POLICE INC									
33477		11/14/2018	120418	325882	525.00	12/30/2018	INV	PD	IACP Net service 2019
CHECK DATE: 12/04/2018									
100890 ICMA									
260856-1		09/30/2018	112018-2	325820	20.30	11/09/2018	INV	PD	Seminar Cost - Structural
CHECK DATE: 11/20/2018									
100889 INTERNATIONAL CITY MGMT ASSN RETIREMENT CORP									
2018/1123-ICMA		11/23/2018	112918	325990	5,252.53	11/23/2018	INV	PD	20181123 - Payroll 457 &
CHECK DATE: 11/29/2018									
104751 IMPACT MAILING OF MINNESOTA INC									
136340		11/02/2018	120418	325883	7,939.89	12/02/2018	INV	PD	October bill statements 1
CHECK DATE: 12/04/2018									
107183 J AND J REAL ESTATE									
2604003		11/14/2018	120418	325884	540.00	12/14/2018	INV	PD	NOV REBATE-BUSINESS LIGHT
CHECK DATE: 12/04/2018									
PAYEE: J AND J REAL ESTATE									
100937 JACK MCCLARD & ASSOCIATES									
59365		11/05/2018	120418	325885	284.84	12/05/2018	INV	PD	SHOP TOOL
CHECK DATE: 12/04/2018									
107191 JOHNSTON LAW GROUP									
32269		11/15/2018	120418	325886	169.79	12/15/2018	INV	PD	METER DEPOSIT REFUND-1472
CHECK DATE: 12/04/2018									
100972 JT SERVICES OF MINNESOTA									
JT18-318-01	180220	11/14/2018	120418	325887	298.80	12/14/2018	INV	PD	LENSE FOR CITY HALL BOLLA
CHECK DATE: 12/04/2018									
102949 KENNEDY & GRAVEN, CHARTERED									
CH145-00006 JUL-AUG		10/23/2018	120418	325888	3,912.50	12/20/2018	INV	PD	DEFENDER BREWERY PURCHASE
CHECK DATE: 12/04/2018									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION	
CH145-00010 JUL-AUG CHECK DATE: 12/04/2018		10/23/2018	120418	325888	205.00	12/20/2018	INV	PD	HOT SPOT PURCHASE AGREEME	
CH145-00012 JUL-AUG CHECK DATE: 12/04/2018		10/23/2018	120418	325888	4,749.50	12/20/2018	INV	PD	JB ALLIANCE (HOT SPOT) PU	
CH145-00016 JUL-AUG CHECK DATE: 12/04/2018		10/23/2018	120418	325888	5,667.50	12/20/2018	INV	PD	FORMACAT PROJECT	
					14,534.50					
102489 KEYLAND HOMES										
1125 CHECK DATE: 12/04/2018		11/21/2018	120418	325889	1,500.00	12/21/2018	INV	PD	BLDRS DEP REF-1125 ROSEMA	
107197 KLOOS, JAY										
60475 CHECK DATE: 12/04/2018		10/22/2018	120418	325890	32.00	11/26/2018	INV	PD	EXAM REIMBURSEMENT	
103563 KRAUS ANDERSON CONSTRUCTION CO										
1650 CHECK DATE: 12/04/2018		11/19/2018	120418	325891	9,356.00	12/19/2018	INV	PD	BLDRS DEP REF-1650 PARK R	
101023 KUSSMAUL ELECTRONICS CO INC										
0000133822 CHECK DATE: 12/04/2018		10/29/2018	120418	325892	336.47	11/28/2018	INV	PD	#312 FIRE REPAIR	
101103 L & S ELECTRIC INC										
578120 CHECK DATE: 12/04/2018		11/16/2018	120418	325893	7,885.85	12/16/2018	INV	PD	BLUFF CREEK SUB BREAKER R	
107198 TRAVIS LAMBERT										
60541 CHECK DATE: 12/04/2018		11/07/2018	120418	325894	5,650.00	12/28/2018	INV	PD	LAND PURCHASE FOR INTERCH	
101043 LANO EQUIPMENT INC										
01-619996 CHECK DATE: 12/04/2018		11/10/2018	120418	325895	270.77	12/10/2018	INV	PD	#146 NEW EQUIP SET UP - S	
01-620000 CHECK DATE: 12/04/2018		11/10/2018	120418	325895	178.98	12/10/2018	INV	PD	MINI EXCAVATOR - PARTS -	



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101071 LENZEN CHEVROLET BUICK INC					449.75				
77186		11/07/2018	120418	325896	89.01	12/07/2018	INV	PD	#100 STREET
CHECK DATE: 12/04/2018									
77187		11/07/2018	120418	325896	246.18	12/07/2018	INV	PD	#93 SEWER
CHECK DATE: 12/04/2018									
77202		11/09/2018	120418	325896	61.11	12/09/2018	INV	PD	#321 FIRE
CHECK DATE: 12/04/2018									
77240		11/14/2018	120418	325896	367.08	12/14/2018	INV	PD	#93 SEWER
CHECK DATE: 12/04/2018									
77255		11/15/2018	120418	325896	26.77	12/15/2018	INV	PD	#321 FIRE - PARTS - BEZEL
CHECK DATE: 12/04/2018									
FINANCE CHARGE-NOV18		11/26/2018	120418	325896	16.00	12/31/2018	INV	PD	FINANCE CHG ON SEPT INV
CHECK DATE: 12/04/2018									
103842 LOCAL GOVERNMENT INFORMATION SYSTEMS					806.15				
45992		10/01/2018	120418	325897	663.81	10/31/2018	INV	PD	SEP SA SUPPORT + INTEREST
CHECK DATE: 12/04/2018									
46105		11/01/2018	120418	325897	654.00	12/01/2018	INV	PD	OCT SA Support
CHECK DATE: 12/04/2018									
101119 THE PEAVEY CORPORATION					1,317.81				
351704		11/16/2018	120418	325898	65.00	12/16/2018	INV	PD	Nik kits for testing mari
CHECK DATE: 12/04/2018									
103449 MADDEN GALANTER HANSEN LLP					240.00	12/06/2018	INV	PD	OCT LEGAL
60212		11/06/2018	120418	325899					
CHECK DATE: 12/04/2018									
103176 MANSFIELD OIL COMPANY					9,069.67	12/06/2018	INV	PD	UNLEADED FUEL
228738		11/06/2018	120418	325900					
CHECK DATE: 12/04/2018									
228740		11/06/2018	120418	325900	5,827.18	12/06/2018	INV	PD	COLDPRO ADDITIVE FOR DIES
CHECK DATE: 12/04/2018									
228742		11/06/2018	120418	325900	2,750.25	12/06/2018	INV	PD	DYED DIESEL

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/04/2018									
101168 MELCHERT HUBERT SJODIN PLLP					17,647.10				
141639		11/14/2018	120418	325901	3,445.10	12/14/2018	INV	PD	GENERAL FUND LEGAL
CHECK DATE: 12/04/2018									
141640		11/14/2018	120418	325901	229.13	12/14/2018	INV	PD	COUNCIL MTGS
CHECK DATE: 12/04/2018									
141641		11/14/2018	120418	325901	567.75	12/14/2018	INV	PD	MCGLENNEN SPECIAL ASSESSM
CHECK DATE: 12/04/2018									
141642		11/14/2018	120418	325901	1,113.75	12/14/2018	INV	PD	SALONEK SPECIAL ASSESSMEN
CHECK DATE: 12/04/2018									
141643		11/14/2018	120418	325901	7,373.12	12/14/2018	INV	PD	CSAH 44 & HWY 212 PARCEL
CHECK DATE: 12/04/2018									
141644		11/14/2018	120418	325901	759.05	12/14/2018	INV	PD	KLINGELHUTZ SITE ASSESSME
CHECK DATE: 12/04/2018									
141645		11/14/2018	120418	325901	91.30	12/14/2018	INV	PD	CREEK WAY & CHASKA CREEK
CHECK DATE: 12/04/2018									
141646		11/14/2018	120418	325901	1,313.70	12/14/2018	INV	PD	ELECTRICAL EASEMENTS
CHECK DATE: 12/04/2018									
141647		11/14/2018	120418	325901	613.66	12/14/2018	INV	PD	ADA COMPLAINT GAZEBO
CHECK DATE: 12/04/2018									
141653		11/14/2018	120418	325901	55.50	12/14/2018	INV	PD	FORMACOAT/BUILDING CTR SI
CHECK DATE: 12/04/2018									
101183 METROPOLITAN COUNCIL					15,562.06				
2018/1127-SAC		11/27/2018	120418	325902	46,742.85	12/31/2018	INV	PD	NOV 2018 SAC CHARGES
CHECK DATE: 12/04/2018									
106134 DNR ENTERPRISES INC									
281401		10/10/2018	120418	325903	490.40	11/10/2018	INV	PD	REPAIR OF 2 GARAGE DOORS
CHECK DATE: 12/04/2018									
101187 METRO SALES INC									
INV1202274		11/02/2018	120418	325904	1,181.20	12/02/2018	INV	PD	Richo/MP C5503
CHECK DATE: 12/04/2018									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
INV1212863		11/19/2018	120418	325904	165.00	12/19/2018	INV	PD	Ricoh/MP C3003 Copier
CHECK DATE: 12/04/2018									
					1,346.20				
107192 MEYER CONTRACTING									
32286		11/15/2018	120418	325905	3,117.44	12/15/2018	INV	PD	HYDRANT PERMIT REFUND-HWY
CHECK DATE: 12/04/2018									
101194 MIDWEST AQUA CARE INC									
60530		11/14/2018	120418	325906	400.00	12/14/2018	INV	PD	REMOVAL OF THE BRICKYARD
CHECK DATE: 12/04/2018									
106822 MIDWEST CIVIL CONSTRUCTORS LLC									
90110-5/FINAL		10/25/2018	120418	325907	27,299.10	12/19/2018	INV	PD	BAVARIA RD TURN LANES AT
CHECK DATE: 12/04/2018									
107187 MIESELER, BRAD									
10009067		11/15/2018	120418	325908	48.58	12/15/2018	INV	PD	METER DEPOSIT REFUND-519
CHECK DATE: 12/04/2018									
105998 MILBANK WINWATER WORKS									
154311 00	180224	11/06/2018	120418	325909	966.99	12/06/2018	INV	PD	WATER STOCK 1" ULTRASONI
CHECK DATE: 12/04/2018									
101217 MINNESOTA CHILD SUPPORT PMT CTR									
PR112318#0014172152		11/23/2018	112718	325825	184.12	11/23/2018	INV	PD	112318 Payroll Child Supp
CHECK DATE: 11/27/2018									
PR112318001510208001		11/23/2018	112718	325826	373.66	11/23/2018	INV	PD	112318 Payroll Child Supp
CHECK DATE: 11/27/2018									
					557.78				
101337 MINNESOTA DEPARTMENT OF HEALTH									
1100002-4th Qtr 2018		11/14/2018	120418	325911	10,889.00	12/31/2018	INV	PD	Water Supply Svc Connect
CHECK DATE: 12/04/2018									
60422		10/22/2018	120418	325910	23.00	11/21/2018	INV	PD	J. KLOOS CLASS D CERTIFIC
CHECK DATE: 12/04/2018									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101246 MINNESOTA MOTOR VEHICLE DEPT					10,912.00				
60333	CHECK DATE: 12/04/2018	11/19/2018	120418	325912	20.75	12/11/2018	INV	PD	Forfeiture 17009582 Title
60334	CHECK DATE: 12/04/2018	11/19/2018	120418	325912	20.75	12/11/2018	INV	PD	Forfeiture 18001642 Title
60335	CHECK DATE: 12/04/2018	11/19/2018	120418	325912	20.75	12/11/2018	INV	PD	Forfeiture 17003133 Title
101261 MINNESOTA RECREATION & PARK ASSOC					62.25				
9627	CHECK DATE: 12/04/2018	11/09/2018	120418	325913	100.00	12/09/2018	INV	PD	RECREATION PROGRAM MANAGE
101276 MINNESOTA VALLEY ELECTRIC COOPERATIVE									
107051510/NOV18	CHECK DATE: 12/04/2018	11/20/2018	120418	325914	29.39	12/16/2018	INV	PD	NOV 2018 82ND ST & HWY 41
778320601/NOV18	CHECK DATE: 12/04/2018	11/20/2018	120418	325914	91.87	12/16/2018	INV	PD	NOV 2018 CHEVALLE LIFT ST
780272000/NOV18	CHECK DATE: 12/04/2018	11/20/2018	120418	325914	10.58	12/16/2018	INV	PD	NOV 2018 CHEVALLE IRRIGAT
105308 MINNESOTA VALLEY UTILITY SERVICES LLC					131.84				
1192	CHECK DATE: 12/04/2018	10/31/2018	120418	325915	2,400.00	11/30/2018	INV	PD	GENERAL ENGINEERING FOR O
102968 KIMBERLY A MOTSCHENBACHER									
103-2018	CHECK DATE: 12/04/2018	11/25/2018	120418	325916	1,980.00	12/25/2018	INV	PD	WELLNESS PROGRAM-YOGA SVC
101327 MP NEXLEVEL LLC									
1113597	CHECK DATE: 12/04/2018	10/31/2018	120418	325917	227.50	11/30/2018	INV	PD	CSR DESK MOVE
1113598	CHECK DATE: 12/04/2018	10/31/2018	120418	325917	1,000.00	11/30/2018	INV	PD	LOBBY DATA DROPS
1113599		10/31/2018	120418	325917	2,380.00	11/30/2018	INV	PD	Curling Ctr wiring work



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/04/2018									
1113600		10/31/2018	120418	325917	840.00	11/30/2018	INV	PD	Crooked Pint data adds fo
CHECK DATE: 12/04/2018									
1113884		11/20/2018	120418	325917	21,564.75	12/20/2018	INV	PD	WO#46 SANDY ACRES OH TO U
CHECK DATE: 12/04/2018									
1113885		11/20/2018	120418	325917	21,564.75	12/20/2018	INV	PD	WO#46 SANDY ACRES OH TO U
CHECK DATE: 12/04/2018									
1113886		11/20/2018	120418	325917	21,564.75	12/20/2018	INV	PD	WO#46 SANDY ACRES OH TO U
CHECK DATE: 12/04/2018									
1113887		11/20/2018	120418	325917	21,040.75	12/20/2018	INV	PD	WO#46 SANDY ACRES OH TO U
CHECK DATE: 12/04/2018									
					90,182.50				
103236 MRA-THE MANAGEMENT ASSOCIATION									
09113638		11/08/2018	120418	325918	612.50	11/08/2018	INV	PD	OCT 2018 COMPENSATION SER
CHECK DATE: 12/04/2018									
103088 SID TOOL CO INC									
2542701001		11/07/2018	120418	325919	39.87	12/07/2018	INV	PD	PARTS FOR GOLF CARTS - FL
CHECK DATE: 12/04/2018									
101359 MUNICIPAL EMERGENCY SERVICES INC									
IN1279811		11/06/2018	120418	325920	399.29	12/06/2018	INV	PD	FF BOOTS
CHECK DATE: 12/04/2018									
100120 APPLIANCE SERVICE & SALES CTR INC									
205094		11/02/2018	120418	325921	1,905.82	12/02/2018	INV	PD	FD WASHER & DRYER
CHECK DATE: 12/04/2018									
101365 NAPA AUTO PARTS CHASKA									
4472/OCT2018		10/31/2018	112018-2	325821	3,040.42	11/30/2018	INV	PD	OCT 2018 PARTS/SUPPLIES
CHECK DATE: 11/20/2018									
101397 NEXTEL COMMUNICATIONS									
123473318-204		11/18/2018	120418	325922	221.45	12/14/2018	INV	PD	NOV 2018 PHONE SERVICE
CHECK DATE: 12/04/2018									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101411 NORCOSTCO INC									
168294		11/06/2018	120418	325923	351.50	12/06/2018	INV	PD	theater bulbs
CHECK DATE: 12/04/2018									
101433 NORTH STAR WIPER AND INDUSTRIAL SUPPLY									
85298		11/16/2018	120418	325924	291.80	12/16/2018	INV	PD	FLOOR DRY FOR TRUCKS
CHECK DATE: 12/04/2018									
101440 NYSTROM PUBLISHING CO INC									
41253		11/20/2018	120418	325925	15,397.42	12/20/2018	INV	PD	Printing for Winter 2019
CHECK DATE: 12/04/2018									
101445 OFFICE DEPOT									
229006135001		11/08/2018	120418	325926	40.88	12/14/2018	INV	PD	Divider tabs
CHECK DATE: 12/04/2018									
229019354001		11/08/2018	120418	325926	50.97	12/14/2018	INV	PD	Index tabs
CHECK DATE: 12/04/2018									
232189715001-1		11/15/2018	120418	325926	83.75	12/15/2018	INV	PD	PAPER CLIPS,WIPES,TAPE
CHECK DATE: 12/04/2018									
232189715001-2		11/15/2018	120418	325926	14.93	12/15/2018	INV	PD	DESKPAD CALENDAR
CHECK DATE: 12/04/2018									
232189715001-3		11/15/2018	120418	325926	9.47	12/15/2018	INV	PD	LETTER FILE
CHECK DATE: 12/04/2018									
232189990001		11/15/2018	120418	325926	10.38	12/15/2018	INV	PD	SPRAY CLEANER FOR LUNCHRO
CHECK DATE: 12/04/2018									
232247554001		11/15/2018	120418	325926	182.78	12/15/2018	INV	PD	EXPANDABLE POCKET FILE
CHECK DATE: 12/04/2018									
235528825001-1		11/22/2018	120418	325926	58.08	12/22/2018	INV	PD	LABEL HOLDERS, PAPER
CHECK DATE: 12/04/2018									
235528825001-2		11/22/2018	120418	325926	21.57	12/22/2018	INV	PD	LABEL PROTECTORS
CHECK DATE: 12/04/2018									
					472.81				
101456 OLSEN FIRE PROTECTION INC									
019512		11/16/2018	120418	325927	780.00	12/16/2018	INV	PD	ANNUAL FIRE ALARM MONITOR
CHECK DATE: 12/04/2018									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101484 PAPCO INC									
208991 CHECK DATE: 12/04/2018		11/16/2018	120418	325928	7,798.31	12/16/2018	INV	PD	replacement auto scrubber
107182 PC CARVER LLC									
91268000 CHECK DATE: 12/04/2018		11/14/2018	120418	325929	705.00	12/14/2018	INV	PD	NOV REBATE-BUSINESS LIGHT PAYEE: PC CARVER LLC
101527 PIERCE, CHRIS									
60123 CHECK DATE: 12/04/2018		10/24/2018	120418	325930	47.96	12/09/2018	INV	PD	MILEAGE-BLOOD DRAW TRAINI
101576 KENNETH F FORNER									
20184802 CHECK DATE: 12/04/2018		11/17/2018	120418	325931	196.00	12/17/2018	INV	PD	HISTORY CENTER SIGN
101591 PUMP AND METER SERVICE INC									
96670 CHECK DATE: 12/04/2018		10/31/2018	120418	325932	403.00	11/30/2018	INV	PD	TESTING TO GAS & FUEL SYS
107186 PYZDROWSKI, MICHAEL									
10005839 CHECK DATE: 12/04/2018		11/15/2018	120418	325933	13.19	12/15/2018	INV	PD	METER DEPOSIT REFUND-3355
103055 QUALITY PROPANE INC									
169273T CHECK DATE: 12/04/2018		11/05/2018	120418	325934	98.74	12/05/2018	INV	PD	L P gas
169357T CHECK DATE: 12/04/2018		11/12/2018	120418	325934	157.15	12/12/2018	INV	PD	L P gas
					255.89				
101600 QUILL CORPORATION									
2747629 CHECK DATE: 12/04/2018		11/14/2018	120418	325935	58.96	12/14/2018	INV	PD	SUPPLIES - W/S - C BATTER
107199 R & H PAINTING LLC									
926		11/19/2018	120418	325936	1,000.00	12/19/2018	INV	PD	SPECTRASHIELD LINING IN S



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/04/2018									
101684 R & R SPECIALTIES OF WISCONSIN INC									
0066245-IN		11/07/2018	120418	325937	66.90	12/07/2018	INV	PD	blades sharpened
CHECK DATE: 12/04/2018									
101605 RAINBOW TREE COMPANY									
I335931		10/31/2018	120418	325938	11,543.25	11/30/2018	INV	PD	REMOVAL OF DEAD TREES 119
CHECK DATE: 12/04/2018									
101616 RDO EQUIPMENT COMPANY									
P43357		11/15/2018	120418	325939	117.80	12/15/2018	INV	PD	#715 TRENCHER PARTS - TRA
CHECK DATE: 12/04/2018									
101617 REACH FOR RESOURCES INC									
6843999		10/31/2018	120418	325940	280.00	12/20/2018	INV	PD	Inclusion Service Hours f
CHECK DATE: 12/04/2018									
101689 READY WATT ELECTRIC INC									
102094		11/13/2018	120418	325941	2,440.00	12/13/2018	INV	PD	2ND HALF OF 2018 SIREN MA
CHECK DATE: 12/04/2018									
101620 RECREATION SUPPLY CO INC									
352616		11/05/2018	120418	325942	227.10	12/05/2018	INV	PD	lane line reels
CHECK DATE: 12/04/2018									
101638 RURAL ELECTRIC SUPPLY COOPERATIVE									
733923-00		11/12/2018	120418	325943	968.60	12/12/2018	INV	PD	WO#425 LK HZLTNE SUB - FG
CHECK DATE: 12/04/2018									
101652 RIES HEATING & A/C INC									
18720		10/30/2018	120418	325944	711.00	11/29/2018	INV	PD	BUILDING REPAIRS
CHECK DATE: 12/04/2018									
18763		11/12/2018	120418	325944	396.00	12/12/2018	INV	PD	FIXED HEATER IN FD OFFICE
CHECK DATE: 12/04/2018									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
105914 OMG MIDWEST INC					1,107.00				
1504085		11/17/2018	120418	325945	326.25	12/17/2018	INV	PD	WHITE OAK DR CURB REPLACE
CHECK DATE: 12/04/2018									
101668 ROBBS ELECTRIC INC									
31492		11/01/2018	120418	325946	4,235.00	12/01/2018	INV	PD	LIGHTS FOR SHELTER (LION'
CHECK DATE: 12/04/2018									
31504		11/07/2018	120418	325946	300.60	12/07/2018	INV	PD	Main Kitchen power issue
CHECK DATE: 12/04/2018									
31522		11/07/2018	120418	325946	450.00	12/07/2018	INV	PD	REPAIR/OUTAGE AT CHASKA H
CHECK DATE: 12/04/2018									
31546		11/08/2018	120418	325946	577.85	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									
31547		11/08/2018	120418	325946	462.19	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									
31548		11/08/2018	120418	325946	424.62	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									
31549		11/08/2018	120418	325946	341.01	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									
31550		11/08/2018	120418	325946	472.74	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									
31551		11/08/2018	120418	325946	424.62	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									
31552		11/08/2018	120418	325946	677.85	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									
31553		11/08/2018	120418	325946	577.85	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									
31554		11/08/2018	120418	325946	459.60	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									
31555		11/08/2018	120418	325946	662.06	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									
31556		11/08/2018	120418	325946	478.35	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									
31557		11/08/2018	120418	325946	578.35	12/08/2018	INV	PD	WO#444 2018 CITYWIDE OH T
CHECK DATE: 12/04/2018									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE	DESCRIPTION
31558 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	578.33	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31559 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	576.94	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31560 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	992.24	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31561 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	425.61	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31562 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	606.87	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31563 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	727.38	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31564 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	576.94	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31565 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	610.14	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31566 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	529.86	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31567 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	609.60	12/08/2018	INV	PD	WO# 444 2018	CITYWIDE OH
31568 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	257.10	12/08/2018	INV	PD	WO# 444 2018	CITYWIDE OH
31569 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	579.86	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31570 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	606.89	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31571 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	430.58	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31572 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	622.63	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31573 CHECK DATE: 12/04/2018		11/08/2018	120418	325946	322.63	12/08/2018	INV	PD	WO#444 2018	CITYWIDE OH T
31605 CHECK DATE: 12/04/2018		11/12/2018	120418	325946	100.00	12/12/2018	INV	PD	FIXED LIGHT OUTSIDE DOORS	
31638 CHECK DATE: 12/04/2018		11/15/2018	120418	325946	2,379.26	12/15/2018	INV	PD	REPLACE BALLASTS, INSTALL	



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101669 ROBERT HALF TECHNOLOGY					22,655.55				
52224987		11/19/2018	120418	325947	572.20	12/19/2018	INV	PD	CSR TEMP - SWANSON - W/E
CHECK DATE:	12/04/2018								
52272175		11/26/2018	120418	325947	416.85	12/26/2018	INV	PD	CSR TEMP - SWANSON - W/E
CHECK DATE:	12/04/2018								
					989.05				
103251 ROBERT THOMAS HOMES INC									
3942		11/16/2018	120418	325948	750.00	12/16/2018	INV	PD	BLDRS DEP REF-3942 PAINTS
CHECK DATE:	12/04/2018								
3963		11/16/2018	120418	325948	750.00	12/16/2018	INV	PD	BLDRS DEP REF-3963 PAINTS
CHECK DATE:	12/04/2018								
3975		11/16/2018	120418	325948	1,500.00	12/16/2018	INV	PD	BLDRS DEP REF-3975 PAINTS
CHECK DATE:	12/04/2018								
4439		11/16/2018	120418	325948	1,500.00	12/16/2018	INV	PD	BLDRS DEP REF-4439 MILLST
CHECK DATE:	12/04/2018								
4451		11/16/2018	120418	325948	1,500.00	12/16/2018	INV	PD	BLDRS DEP REF-4451 MILLST
CHECK DATE:	12/04/2018								
4452		11/16/2018	120418	325948	1,500.00	12/16/2018	INV	PD	BLDRS DEP REF-4452 MILLST
CHECK DATE:	12/04/2018								
4463		11/16/2018	120418	325948	1,500.00	12/16/2018	INV	PD	BLDRS DEP REF-4463 MILLST
CHECK DATE:	12/04/2018								
4464		11/20/2018	120418	325948	1,500.00	12/20/2018	INV	PD	BLDRS DEP REF-4464 MILLST
CHECK DATE:	12/04/2018								
4469		11/16/2018	120418	325948	750.00	12/16/2018	INV	PD	BLDRS DEP REF-4469 MILLST
CHECK DATE:	12/04/2018								
4481		11/16/2018	120418	325948	1,500.00	12/16/2018	INV	PD	BLDRS DEP REF-4481 MILLST
CHECK DATE:	12/04/2018								
4487		11/16/2018	120418	325948	1,500.00	12/16/2018	INV	PD	BLDRS DEP REF-4487 MILLST
CHECK DATE:	12/04/2018								
4493		11/16/2018	120418	325948	750.00	12/16/2018	INV	PD	BLDRS DEP REF-4493 MILLST
CHECK DATE:	12/04/2018								
4499		11/16/2018	120418	325948	750.00	12/16/2018	INV	PD	BLDRS DEP REF-4499 MILLST
CHECK DATE:	12/04/2018								



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101673 ROCHESTER MIDLAND CORP					15,750.00				
INV00085281		11/13/2018	120418	325949	767.88	12/13/2018	INV	PD	CITY HALL RESTROOM SERVIC
CHECK DATE:	12/04/2018								
INV00085284		11/13/2018	120418	325949	607.44	12/13/2018	INV	PD	MSB RESTROOM SERVICE SEPT
CHECK DATE:	12/04/2018								
101699 SAFETY-KLEEN SYSTEMS INC					1,375.32				
78248138		11/14/2018	120418	325950	346.58	12/18/2018	INV	PD	PARTS WASHER SOLVENT
CHECK DATE:	12/04/2018								
101738 SCHILLING SUPPLY COMPANY									
688624-00		11/09/2018	120418	325951	2,209.90	12/09/2018	INV	PD	cleaning supplies
CHECK DATE:	12/04/2018								
101737 SCHNECK, SONA									
60420		11/16/2018	120418	325952	43.16	12/16/2018	INV	PD	MILEAGE-EXCEL TRAINING IN
CHECK DATE:	12/04/2018								
105599 SCOTT NELSON COACHING INC									
1889		11/15/2018	120418	325953	1,375.00	12/15/2018	INV	PD	FF TRAINING
CHECK DATE:	12/04/2018								
101754 SECURITY & SOUND CO									
20351		11/01/2018	120418	325954	282.00	12/01/2018	INV	PD	MONITORING SERVICE FOR HI
CHECK DATE:	12/04/2018								
104416 KELBRO COMPANY									
2307059		11/15/2018	120418	325955	260.35	12/15/2018	INV	PD	ice machine rental
CHECK DATE:	12/04/2018								
101828 SOUTHWEST NEWS MEDIA									
2027121		10/06/2018	112018-2	325822	1,177.00	11/25/2018	INV	PD	ARENA, RINK, CUSTODIAL AD
CHECK DATE:	11/20/2018								
2027122		10/06/2018	112018-2	325822	471.00	11/25/2018	INV	PD	FINANCE MANAGER AD
CHECK DATE:	11/20/2018								



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101840 SPRINGSTED INCORPORATED					1,648.00				
000238.999-29		11/14/2018	120418	325956	3,100.00	12/14/2018	INV	PD	ARB CALCULATION
CHECK DATE: 12/04/2018									
000238.999-30		11/14/2018	120418	325956	3,100.00	12/14/2018	INV	PD	ARB CALCULATION
CHECK DATE: 12/04/2018									
101847 SRF CONSULTING GROUP INC					6,200.00				
10741.00-11		10/31/2018	120418	325957	39,656.75	12/21/2018	INV	PD	TH 212 & CSAH 44 INTERCHA
CHECK DATE: 12/04/2018									
101850 STANTEC CONSULTING SERVICES INC									
1431679		11/06/2018	120418	325958	16,157.19	12/06/2018	INV	PD	SEP 2018-GENERAL ENGINEER
CHECK DATE: 12/04/2018									
1431680		11/06/2018	120418	325958	171.00	12/06/2018	INV	PD	SEP 2018-TRUNK WATER SYST
CHECK DATE: 12/04/2018									
1431681		11/06/2018	120418	325958	55.00	12/06/2018	INV	PD	SEP 2018-TH 41 CULVER CRO
CHECK DATE: 12/04/2018									
1431684		11/06/2018	120418	325958	439.02	12/06/2018	INV	PD	SEP 2018-MN RIVER FLOODPL
CHECK DATE: 12/04/2018									
1431685		11/06/2018	120418	325958	8,643.17	12/06/2018	INV	PD	SEP 2018-CLOVER RIDGE DR
CHECK DATE: 12/04/2018									
1431686		11/06/2018	120418	325958	6,229.28	12/06/2018	INV	PD	SEP 2018-NE COLLECTOR IN
CHECK DATE: 12/04/2018									
1431687		11/06/2018	120418	325958	369.45	12/06/2018	INV	PD	SEP 2018-2947 CANYON RD S
CHECK DATE: 12/04/2018									
1431688		11/06/2018	120418	325958	1,566.00	12/06/2018	INV	PD	SEP 2018-RECORD PLAN/BASE
CHECK DATE: 12/04/2018									
1431689		11/06/2018	120418	325958	611.00	12/06/2018	INV	PD	SEP 2018-2017 DT RECONSTR
CHECK DATE: 12/04/2018									
1431690		11/06/2018	120418	325958	3,515.00	12/06/2018	INV	PD	SEP 2018-CREEK RD SW COLL
CHECK DATE: 12/04/2018									
1431691-A		11/06/2018	120418	325958	4,172.66	12/06/2018	INV	PD	SEP 2018-WEST CREEK SUBST
CHECK DATE: 12/04/2018									
1431691-B		11/06/2018	120418	325958	1,134.67	12/06/2018	INV	PD	SEP 2018-GENERAL ELECTRIC

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/04/2018									
1431692		11/06/2018	120418	325958	14,665.29	12/06/2018	INV	PD	SEP 2018-FORMER CARVER CT
CHECK DATE: 12/04/2018									
1431693		11/06/2018	120418	325958	742.50	12/06/2018	INV	PD	SEP 2018-CTY RD 61 UPGRAD
CHECK DATE: 12/04/2018									
1431694		11/06/2018	120418	325958	561.50	12/06/2018	INV	PD	SEP 2018-SAN SEWER MANHOL
CHECK DATE: 12/04/2018									
1431695		11/06/2018	120418	325958	8,026.57	12/06/2018	INV	PD	SEP 2018-VETERAN'S PARK M
CHECK DATE: 12/04/2018									
1431696		11/06/2018	120418	325958	31,580.20	12/06/2018	INV	PD	SEP 2018-2018 DT RECONSTR
CHECK DATE: 12/04/2018									
1431697		11/06/2018	120418	325958	3,032.00	12/06/2018	INV	PD	SEP 2018-CREEK RD TRUNK S
CHECK DATE: 12/04/2018									
1431698		11/06/2018	120418	325958	939.25	12/06/2018	INV	PD	SEP 2018-BAV DOWNS (PUBLI
CHECK DATE: 12/04/2018									
1431699		11/06/2018	120418	325958	1,548.00	12/06/2018	INV	PD	SEP 2018-NE COLLECTOR IN
CHECK DATE: 12/04/2018									
1431700		11/06/2018	120418	325958	2,274.24	12/06/2018	INV	PD	SEP 2018-BAVARIA RD TURN
CHECK DATE: 12/04/2018									
1431701		11/06/2018	120418	325958	54,519.85	12/06/2018	INV	PD	SEP 2018-CREEK CENTER/CRE
CHECK DATE: 12/04/2018									
1431702		11/06/2018	120418	325958	4,586.50	12/06/2018	INV	PD	SEP 2018-COMPREHENSIVE SE
CHECK DATE: 12/04/2018									
1431703		11/06/2018	120418	325958	417.00	12/06/2018	INV	PD	SEP 2018-WATER MASTER PLA
CHECK DATE: 12/04/2018									
1431704		11/06/2018	120418	325958	10,755.74	12/06/2018	INV	PD	SEP 2018-FORMACOAT SITE P
CHECK DATE: 12/04/2018									
1431705		11/06/2018	120418	325958	1,454.25	12/06/2018	INV	PD	SEP 2018-ADA TRANSITION P
CHECK DATE: 12/04/2018									
1431706		11/06/2018	120418	325958	3,940.50	12/06/2018	INV	PD	SEP 2018-WEST CREEK WATER
CHECK DATE: 12/04/2018									
1431707		11/06/2018	120418	325958	1,081.47	12/06/2018	INV	PD	SEP 2018-BRIDGE SAFETY IN
CHECK DATE: 12/04/2018									
1431709		11/06/2018	120418	325958	1,827.50	12/06/2018	INV	PD	SEP 2018-HARVEST WEST
CHECK DATE: 12/04/2018									
1431710		11/06/2018	120418	325958	1,530.00	12/06/2018	INV	PD	SEP 2018-SAGEWOOD
CHECK DATE: 12/04/2018									



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101858 STAPLES CONTRACT & COMMERCIAL INC					186,545.80				
7203339090-1-1		08/27/2018	120418	325959	-4.50	12/20/2018	CRM	PD	SALES TAX CREDIT ON PAPER
CHECK DATE:	12/04/2018								
7205908152-0-1		10/12/2018	120418	325959	97.99	11/20/2018	INV	PD	THERMAL ROLLS
CHECK DATE:	12/04/2018								
7205908152-0-2 A		10/08/2018	120418	325959	115.42	11/21/2018	INV	PD	OFFICE SUPPLIES FOR WORKR
CHECK DATE:	12/04/2018								
7205908152-0-2 B		10/08/2018	120418	325959	44.97	11/20/2018	INV	PD	LETTER TRAYS, SUPPORTS
CHECK DATE:	12/04/2018								
7205908152-1-1		10/18/2018	120418	325959	-9.52	11/20/2018	CRM	PD	PRICE MATCH FOR OFFICE SU
CHECK DATE:	12/04/2018								
7206541325-0-1 A		10/18/2018	120418	325959	41.30	11/20/2018	INV	PD	DESK PADS, CARD FILE
CHECK DATE:	12/04/2018								
7206541325-0-1 B		10/18/2018	120418	325959	17.75	11/20/2018	INV	PD	OFFICE SUPPLIES
CHECK DATE:	12/04/2018								
7206541325-0-1 C		10/18/2018	120418	325959	98.88	11/20/2018	INV	PD	UB PAPER, ROLLER
CHECK DATE:	12/04/2018								
7206541325-0-2		10/18/2018	120418	325959	199.61	11/20/2018	INV	PD	EMPLOYEE RECORD JACKETS-H
CHECK DATE:	12/04/2018								
7206541325-1-1		10/26/2018	120418	325959	-107.80	12/20/2018	CRM	PD	PRICE MATCH EMPLOYEE RECO
CHECK DATE:	12/04/2018								
7206640168-0-1		10/19/2018	120418	325959	87.77	11/20/2018	INV	PD	STAPLER, COFFEE
CHECK DATE:	12/04/2018								
7206640168-1-1		10/25/2018	120418	325959	-4.80	12/20/2018	CRM	PD	PRICE MATCH EZTOUCH
CHECK DATE:	12/04/2018								
101851 DANE STAUFFER					577.07				
60437		11/26/2018	120418	325960	150.00	12/26/2018	INV	PD	Entertainment for Lodge H
CHECK DATE:	12/04/2018								
105733 KRISTIAN STAUFFER									
60439		11/26/2018	120418	325961	150.00	12/26/2018	INV	PD	Entertainment for Lodge H
CHECK DATE:	12/04/2018								



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
107185 STEDMAN, MARY									
10005772		11/15/2018	120418	325962	6.88	12/15/2018	INV	PD	METER DEPOSIT REFUND-3391
CHECK DATE:	12/04/2018								
101888 STREICHERS									
I1333218		10/01/2018	120418	325963	704.86	12/07/2018	INV	PD	Heitkamp Uniform - Initia
CHECK DATE:	12/04/2018								
I1333220		10/01/2018	120418	325963	869.83	12/07/2018	INV	PD	Dulitz Uniform - Initial
CHECK DATE:	12/04/2018								
I1333243		10/01/2018	120418	325963	109.98	12/07/2018	INV	PD	Dulitz & Heitkamp Uniform
CHECK DATE:	12/04/2018								
I1333277		10/01/2018	120418	325963	118.99	11/25/2018	INV	PD	Garcia Uniform - Intital
CHECK DATE:	12/04/2018								
I1338642		11/08/2018	120418	325963	159.99	12/08/2018	INV	PD	Holasek Uniform - Initial
CHECK DATE:	12/04/2018								
I1339895		11/19/2018	120418	325963	207.00	12/19/2018	INV	PD	Heitkamp Uniform - carrie
CHECK DATE:	12/04/2018								
I1339896		11/19/2018	120418	325963	780.00	12/19/2018	INV	PD	Heitkamp Uniform Initial
CHECK DATE:	12/04/2018								
					2,950.65				
101892 STUART C IRBY CO									
S010842808.004		11/07/2018	120418	325964	285.83	12/07/2018	INV	PD	SAFETY SHIELD W/ HARD HAT
CHECK DATE:	12/04/2018								
S011015404.001	180227	11/19/2018	120418	325964	9,672.47	12/19/2018	INV	PD	COND UD ALUM 750 MCM STR
CHECK DATE:	12/04/2018								
S011015431.001	180218	11/01/2018	120418	325964	741.94	12/01/2018	INV	PD	ELBOW CAB 3PHS & BSMNT, L
CHECK DATE:	12/04/2018								
S011027120.001	180218	11/06/2018	120418	325964	411.43	12/06/2018	INV	PD	ELBOW CAB 3PHS & BSMNT, L
CHECK DATE:	12/04/2018								
S011027146.001		11/06/2018	120418	325964	52.00	12/06/2018	INV	PD	MISC LINE HARDWARE - 5/8'
CHECK DATE:	12/04/2018								
S011040448.001	180226	11/14/2018	120418	325964	741.94	12/14/2018	INV	PD	ELBOW CAB & BASEMENT
CHECK DATE:	12/04/2018								
S011047896.001	180229	11/21/2018	120418	325964	518.00	12/21/2018	INV	PD	GROUND ROD COPPER 5/8"X8'
CHECK DATE:	12/04/2018								



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101224 MINNESOTA CONWAY FIRE & SAFETY INC					12,423.61				
1321386 CHECK DATE: 12/04/2018		11/15/2018	120418	325965	133.00	12/15/2018	INV	PD	FIRE EXTINGUISHER INSPECT
1321387 CHECK DATE: 12/04/2018		11/15/2018	120418	325965	1,177.00	12/15/2018	INV	PD	MSB ANNUAL FIRE EXTINGUIS
1321579 CHECK DATE: 12/04/2018		11/15/2018	120418	325965	18.00	12/15/2018	INV	PD	fire extinguisher service
1321584 CHECK DATE: 12/04/2018		11/15/2018	120418	325965	32.00	12/15/2018	INV	PD	WTP ANNUAL FIRE EXTINGUIS
1321585 CHECK DATE: 12/04/2018		11/15/2018	120418	325965	63.00	12/15/2018	INV	PD	CITY HALL ANNUAL FIRE EXT
107194 TAUSCHER, HELEN					1,423.00				
31798 CHECK DATE: 12/04/2018		11/14/2018	120418	325966	86.76	12/15/2018	INV	PD	METER DEPOSIT REFUND-3100 PAYEE: TAUSCHER, HELEN
107196 THE LOCKER GUY LLC									
18187 CHECK DATE: 12/04/2018		11/08/2018	120418	325967	360.00	12/08/2018	INV	PD	FD LOCKERS
104908 TIMESAVER OFF SITE SECRETARIAL INC									
M24255 CHECK DATE: 12/04/2018		11/14/2018	120418	325968	142.00	12/14/2018	INV	PD	Council minutes 11-5-2018
101977 TOLL COMPANY									
10270226 CHECK DATE: 12/04/2018		10/30/2018	120418	325969	765.85	11/30/2018	INV	PD	WELDING SUPPLIES
101990 KANDI KOUNTRY EXPRESS LTD									
409498 CHECK DATE: 12/04/2018		10/29/2018	120418	325970	81,071.00	11/28/2018	INV	PD	UNIT #115 SET-UP-BOX & SN
101992 TRANSALARM INC									
94854557 CHECK DATE: 12/04/2018		11/01/2018	120418	325971	183.99	12/01/2018	INV	PD	CITY HALL MONITORING



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
94854558		11/01/2018	120418	325971	135.00	12/01/2018	INV	PD	BOUNTIFUL BASKET MONITORI
CHECK DATE:	12/04/2018								
					318.99				
102028 TWIN CITY WATER CLINIC INC									
12340		11/02/2018	120418	325972	510.00	12/02/2018	INV	PD	OCTOBER SAMPLES
CHECK DATE:	12/04/2018								
102037 ULINE INC									
102955415		11/07/2018	120418	325973	803.74	12/07/2018	INV	PD	ICE MELT FOR CITY BUILDIN
CHECK DATE:	12/04/2018								
102038 ULTIMATE SAFETY CONCEPTS INC									
180015		11/15/2018	120418	325974	799.95	12/05/2018	INV	PD	REPAIRS ON BUILDING/COMPR
CHECK DATE:	12/04/2018								
102056 GREAT RIVER ENERGY									
M1 17366		11/13/2018	120418	325975	18,018.75	12/13/2018	INV	PD	ANNUAL SCADA LICENSE
CHECK DATE:	12/04/2018								
102051 UPS									
000027V7Y7458		11/10/2018	112018-2	325823	12.00	11/21/2018	INV	PD	TC shipping
CHECK DATE:	11/20/2018								
102072 US HEALTHWORKS MEDICAL GROUP OF MN PC									
0092554-MN		11/02/2018	120418	325976	158.00	12/02/2018	INV	PD	DRUG TESTING
CHECK DATE:	12/04/2018								
106614 US SECURITY ASSOCIATES INC									
2393781		11/15/2018	120418	325977	203.77	12/15/2018	INV	PD	Event Ctr security
CHECK DATE:	12/04/2018								
107200 VELOCITY DRAIN SERVICES INC									
0000015602		11/16/2018	120418	325978	1,940.00	12/16/2018	INV	PD	DRAINS IN BAY BACKED UP
CHECK DATE:	12/04/2018								
0000015604		11/05/2018	120418	325978	650.00	12/05/2018	INV	PD	DRAINS IN BAY BACKED UP
CHECK DATE:	12/04/2018								



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
107181 VILLAGE POINT ASSOCIATION					2,590.00				
162505000		11/14/2018	120418	325979	395.25	12/14/2018	INV	PD	NOV REBATE-BUSINESS LIGHT
CHECK DATE: 12/04/2018					PAYEE: VILLAGE POINT ASSOCIATION				
102120 VISU-SEWER INC									
29844		11/06/2018	120418	325980	58,976.95	12/06/2018	INV	PD	2018 CIPP LINING PROJECT
CHECK DATE: 12/04/2018									
29851		11/07/2018	120418	325980	22,223.00	12/07/2018	INV	PD	RAVEN EPOXY LINING
CHECK DATE: 12/04/2018									
102133 WAGNER PRESS & GRAPHICS					81,199.95				
31001		10/22/2018	120418	325981	809.00	11/22/2018	INV	PD	CCC utility inserts fall
CHECK DATE: 12/04/2018									
102143 WATER CONSERVATION SERVICES INC									
8968		11/19/2018	120418	325982	386.72	12/19/2018	INV	PD	LEAK LOCATE - WHITE OAK D
CHECK DATE: 12/04/2018									
102155 WEISE, CHAD									
60567		11/14/2018	120418	325983	50.14	12/14/2018	INV	PD	MILEAGE 10/8-11/14
CHECK DATE: 12/04/2018									
106846 WENCK CONSTRUCTION INC									
Application No 3		11/15/2018	120418	325984	176,544.68	12/26/2018	INV	PD	CCC Locker Room Expansion
CHECK DATE: 12/04/2018									
105265 WETZEL, DENISE									
60418		11/07/2018	120418	325985	40.98	12/07/2018	INV	PD	MILEAGE-ELECTION MTG, TO/
CHECK DATE: 12/04/2018									
102189 WM MUELLER & SONS									
240245		11/02/2018	120418	325986	85.85	12/25/2018	INV	PD	POTHOLE PATCHING
CHECK DATE: 12/04/2018									
240286		11/02/2018	120418	325986	150.56	12/25/2018	INV	PD	POTHOLE PATCHING



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 12/04/2018									
240392		11/08/2018	120418	325986	210.23	12/25/2018	INV	PD	W/S STOCKPILE
CHECK DATE: 12/04/2018									
					446.64				
102220 NORTHLAND SYSTEMS INC									
75369		11/12/2018	120418	325987	10,793.63	12/17/2018	INV	PD	NETWORK REBUILD 2018
CHECK DATE: 12/04/2018									
75370		11/12/2018	120418	325987	2,448.00	12/17/2018	INV	PD	NETWORK REARCHITECHTURE
CHECK DATE: 12/04/2018									
75389		11/14/2018	120418	325987	10,793.63	12/19/2018	INV	PD	NETWORK REBUILD 2018
CHECK DATE: 12/04/2018									
					24,035.26				
102231 ZIEGLER INC									
F1541501		11/14/2018	120418	325988	1,920.00	12/14/2018	INV	PD	AIR COMPRESSOR RENTAL
CHECK DATE: 12/04/2018									
PC002019626		11/15/2018	120418	325988	254.70	12/15/2018	INV	PD	DEF2 FLUID
CHECK DATE: 12/04/2018									
=====					=====				
369 INVOICES					1,503,716.30				
=====					=====				

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City of Chaska
VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
105243 ALERUS FINANCIAL									
C72067		11/05/2018	112018	1718	107.10	11/20/2018	DIR	PD	OCT 2018 PARTICIPANT FEES
CHECK DATE: 11/20/2018									
100385 CHASKA FIRE DEPT RELIEF ASSN									
2018/10-CFDRA		11/23/2018	112318	1724	27,985.91	11/23/2018	DIR	PD	OCT 2018 FIRE RELIEF ASSO
CHECK DATE: 11/23/2018									
100522 DEPOSITORY TRUST COMPANY									
2018/12/01 DS-INT		11/29/2018	112918	1732	181,350.01	11/29/2018	DIR	PD	DTC DS PMT DUE 12/1/18-IN
CHECK DATE: 11/29/2018									
2018/12/01 DS-PRI		11/29/2018	112918	1731	685,000.00	11/29/2018	DIR	PD	DTC DS PMT DUE 12/1/18-PR
CHECK DATE: 11/29/2018									
					866,350.01				
101756 MII LIFE INCORPORATED									
38849269		11/20/2018	112318	1723	138.10	11/23/2018	DIR	PD	11/22/18 FSA REIMBURSEMEN
CHECK DATE: 11/23/2018									
38854346		11/27/2018	112918	1730	156.49	11/29/2018	DIR	PD	11/29/18 FSA REIMBURSEMEN
CHECK DATE: 11/29/2018									
					294.59				
100927 INTERNAL REVENUE SERVICE									
60365		11/23/2018	112318	1719	129,238.16	11/23/2018	DIR	PD	112318 Payroll FICA Feder
CHECK DATE: 11/23/2018									
101345 MINNESOTA COMMISSIONER OF REVENUE									
2018/1031-USE		10/31/2018	111918	1715	3,197.17	11/19/2018	DIR	PD	OCT 2018 USE TAX
CHECK DATE: 11/19/2018									
101346 MINNESOTA COMMISSIONER OF REVENUE									
2018/1031-CC		10/31/2018	111918	1716	8,981.77	11/19/2018	DIR	PD	OCT 2018 CARVER CTY TRANS
CHECK DATE: 11/19/2018									
2018/1031-SLS/UB		10/31/2018	111918	1714	123,878.28	11/19/2018	DIR	PD	OCT 2018 GEN/UB SALES TAX
CHECK DATE: 11/19/2018									

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City of Chaska
VENDOR INVOICE LIST



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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					132,860.05				
101343 MINNESOTA DEPT OF REVENUE-PAYROLL WIRES									
60366		11/23/2018	112718	1728	25,855.72	11/27/2018	DIR	PD	112318 Payroll MN State T
CHECK DATE: 11/27/2018									
101249 MINNESOTA MUNICIPAL POWER AGENCY									
2960		11/05/2018	112018	1717	2,109,131.52	11/20/2018	DIR	PD	OCT 2018 ELECTRIC SERVICE
CHECK DATE: 11/20/2018									
101376 NATIONWIDE RETIREMENT SOLUTIONS (USCM)									
60367		11/23/2018	112318	1720	11,346.04	11/23/2018	DIR	PD	112318 Payroll 457 Contri
CHECK DATE: 11/23/2018									
106955 NATIONWIDE RETIREMENT SOLUTIONS (USCM)									
60370		11/23/2018	112318	1722	221.65	11/23/2018	DIR	PD	112318 Payroll Roth Contr
CHECK DATE: 11/23/2018									
104668 OPTUM BANK INC									
60369		11/23/2018	112618	1725	10,979.57	11/26/2018	DIR	PD	112318 Payroll HSA Contri
CHECK DATE: 11/26/2018									
101498 PCARD									
2018/1112-PC		11/12/2018	112718	1729	30,552.38	11/27/2018	DIR	PD	NOV 2018 PCARD PURCHASES
CHECK DATE: 11/27/2018									
101506 PUBLIC EMPLOYEES RETIREMENT ASSOCIATION									
60368		11/23/2018	112318	1721	90,329.83	11/23/2018	DIR	PD	112318 Payroll PERA Contr
CHECK DATE: 11/23/2018									
102066 US BANK									
2018/12/01 DS-1		11/26/2018	112618	1726	213,483.55	11/26/2018	DIR	PD	US BANK-DS PMT DUE 12/1/1
CHECK DATE: 11/26/2018									
2018/12/01 DS-2		11/26/2018	112618	1727	216,221.99	11/26/2018	DIR	PD	US BANK PMT DUE 12/1/18
CHECK DATE: 11/26/2018									



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City of Chaska
VENDOR INVOICE LIST

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
19 INVOICES					3,868,155.24			

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

**Biweekly Report
December 3, 2018
By
Matt Podhradsky**

UPCOMING MEETING SCHEDULE

To help you plan for the next couple Council Meetings, I want to provide a summary for you.

December 3rd: We will have a work session from 5:45-7 to go over the 5-Year budgets for the Recreation Enterprise Funds (Town Course, Par 30, Community Center, Curling/Event Center). We will have a regular Council meeting to follow. This will also be the date for the Truth in Taxation Public Hearing. In the Truth in Taxation meeting I will present the draft budget and the proposed tax levy. The public will then have an opportunity to comment on this proposed budget. No action is taken at this meeting-it is solely for informational purposes and to get formal public input into our budgeting process. It should also be noted that we will be considering the adoption of the Concept Plan for City Square West and the alternate Library sites at this meeting as well. If adopted, this would officially end the City Square West Task Force process and move us into the next stage of beginning to put together an implementation plan.

December 17th: No work session is currently planned. We will be adopting the final tax levy and budgets for each fund at the regular Council Meeting.

December 31st: No meeting scheduled.

If you are unable to make any of the meetings listed above, please let me know. With the critical business that needs to be completed in each of these meetings, I want to make sure that we will have a quorum at each of the meetings.

UPCOMING EVENTS

As we enter the Holiday Season, many events start to fill up the calendar. With that, I want to get a few dates in front of you that you may want to attend.

Hometown Holiday, December 1, 1:00 – 5:00 pm – Presented by the Downtown Chaska SSD. They will have treats, activities for kids, music, reindeer, Santa and Mrs. Claus along with carriage rides, bonfires. Also, the live nativity from St Johns will make it's way to City Square Park for the tree lighting at 5 when the winners of the annual coloring contest will also be announced. Many downtown businesses will also be holding specials and activities within their stores.

Firemen's Park Tree Lighting, December 2, 6:00 pm – The tree lighting will follow the Annual 100 Club Gala held from 4:00-6:00. Families can watch the 100 Club light up the 50-foot tree and then warm up in the event center with refreshments, crafts, and Santa.

Chaska Town Course Season Closeout Sale

Just a reminder that the Chaska Town Course is once again holding its End-of-the-Season Closeout Sale on merchandise in the Pro Shop. This is a sale that is held every December in the few weeks prior to Christmas to allow us to move out any remaining merchandise from our 2018 stock to make room for the 2019 Stock we have coming during the winter months. This is a great opportunity for everyone to go out and get great deals on Chaska Town Course branded clothing, headwear and equipment. This sale will go until the Friday before Christmas.

If you have any questions on this, please let me know.

CITY HOLIDAY PARTY

Each year, our employees sponsor an All-Employee Holiday Party utilizing funds that they collect during the year through the sale of pop in a machine they own in the employee break room. This year's party is scheduled for Friday December 14th from 5-8 pm at Cy's Bar and Grill across 5th Street from City Hall. Just as in past years, this is a great opportunity to get together to see everyone from across the organization we don't always get to see on a daily basis, and share stories of the great year we are just coming off of. There will be light appetizers served and raffle prizes given out. Beverages will be through a cash-bar.

We would love if the Council and your family members were able to attend. If you do plan on coming, just drop me a note so I can make sure the committee has the information to know what to expect for numbers of people attending that night.



Website: www.mmcd.org

Metro Counties Government Center
2099 University Avenue West
Saint Paul, MN 55104-3431

Phone: 651-645-9149
FAX: 651-645-3246
TTY use Minnesota Relay Service

November, 2018

Chaska City Administrator
Mr. Matthew Podhradsky
One City Hall Plaza
Chaska, MN 55318

Dear Mr. Podhradsky,

Enclosed is a summary of work done by the Metropolitan Mosquito Control District (MMCD) in the city of Chaska area during the 2018 mosquito control season.

2018 was characterized by heavy snow in April, following by a quick warm-up and a very wet Spring. Overall, the 2018 season was very similar to 2017. District Staff inspected almost 25,000 breeding sites for mosquito larvae and applied 189,499 acres worth of treatments which is very similar to the 192,000 acres treated in 2017.

As of the end of October, 2018, the Minnesota Department of Health (MDH) had reported 52 human WNV illnesses in residents of the state. Fifteen of the individuals reside in the District; eight in Hennepin County, three in Ramsey County, two in Anoka County, and two in Dakota County. Reports of 22 WNV positive blood donors have been received by MDH including 11 from residents of the District. No cases of La Crosse encephalitis were reported in residents of the state. MMCD employees continued to monitor and control populations of mosquitoes capable of transmitting disease right up until we received our first frost this fall. MMCD staff also continued to monitor the distribution of ticks capable of transmitting disease, and worked with the Minnesota Department of Health to provide information designed to reduce the risk of tick transmitted diseases.

MMCD employees controlled immature black flies in small streams and large rivers throughout the metropolitan area. At the end of May and again in early July we experienced localized high populations of black fly (biting gnat) adults associated with the Minnesota River flow being so high that larval treatments could not be made safely. Black fly adult abundance decreased after treatments resumed in mid-July. To date this year, 65 black fly larvicide treatments have been made to the rivers and streams in the District, similar to the 63 treatments completed in 2017.

If you have any questions, or would like to meet to discuss our agency's activities within Chaska, please contact me.

Sincerely,

Stephen A. Manweiler, Executive Director
Phone: (651) 643-8365
Email: mmcd_sam@mmcd.org

Metropolitan Mosquito Control District 2018 Activity Summary – Chaska

Service Summary

Larval Sites Inspected = 224

Larval Mosquito Treatments = 357.61 acres

Adult Mosquito Inspections = 60

Adult Mosquito Treatments = 522.6 acres

Customer Calls = 7

Catch Basins Treatments = 278

Disease Prevention Property Inspections = 2

Tires Removed = 118

Special Events

River City Days

Areas Regularly Treated

City Square Park

Fireman's Park II

Chaska Lion's Park

East Creek Canyon Park

Chaska Athletic Field

Mcknight Park

**CHASKA PLANNING COMMISSION
MINUTES
November 14, 2018**

1. Call to Order

Chairperson Huang called the meeting to order at 7:00 pm.

2. Roll Call

Roll call was taken. Members present: Commissioners Bowe, Cross, Dahlke, Keyport, Pfeiffer, and Chairperson Huang.

Members absent: Commissioner Kelley

Also present: Luke Melchert, City Attorney; Kevin Ringwald, Community Development Director; and, Liz Hanson, City Planner.

3. Adopt the Agenda

Motion by Commissioner Dahlke, second by Commissioner Cross to adopt the agenda as presented.

Motion carried.

4. Visitor Presentation

None.

5. Minutes

Motion by Commissioner Keyport, second by Commissioner Pfeiffer to approve the minutes of the Oct 10, 2018, Planning Commission meeting.

Motion carried.

6. Consent Agenda

None.

7. PUBLIC HEARING: 2040 Comprehensive Plan Update/City of Chaska/ PC No. 2018-34

City Planner Liz Hanson opened the public hearing and presented the item to the Commission. Planner Hanson described that the Comprehensive Plan will include a guide to the City's land use, transportation, environment, parks/trails, etc. The 2040 Comprehensive Plan will also be a guide in developing policies, ordinances and budgets. Planner Hanson listed the items that will be changed from the 2030 Comprehensive Plan while showing a map of the City, indicating where sites are located. Planner Hanson described the major goals and policy changes in each chapter listed in the 2040 Comprehensive Plan. Planner Hanson stated that the next steps include approval from City Council, submission of draft to adjacent communities and after about six-months the Metropolitan Council will take formal action.

Planner Hanson recommended the Planning Commission recommend approval from City Council.

Planner Hanson opened for comments from the Planning Commission.

Commissioner Cross asked about new definitions and asked for a greater explanation on the Conservation Residential land use designation. Miller stated that the term "Conservation Residential" is not new to this update but came into place during the development of the Chevalle neighborhood. Conservation Residential meets the requirements of residential land sites being 1/3 development and 2/3 of open space. Planner Hanson indicated where these sites will be located on the 2040 Comprehensive Plan map.

Commissioner Keyport mentioned Chapter 3, Environmental Research policies and how these policies will be implemented. Planner Hanson stated that the City would have to create a land use ordinance.

Motion by Commissioner Dahlke, second by Commissioner Keyport to recommend to City Council approval of the 2040 Comprehensive Plan to City Council.
Motion carried.

8. Other Business

Commissioner Cross

- Asked if Mr. Miller has received comments prior to the joint Planning Commission and City Council meeting.

Commissioner Pfeiffer

- Stated individuals are confused about how members are added to City Council.

Commissioner Keyport

- Tree-lighting is scheduled for December 2, 2018.

9. Adjourn

Motion by Commissioner Cross, second by Commissioner Dahlke to adjourn the meeting at 7:48 pm.
Motion carried.