

- MINUTES -
CHASKA CITY COUNCIL
JULY 6, 2020

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

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

Also Present: Luke Melchert, City Attorney; Noel Graczyk, Administrative Services Director;
Nate Kabat, Assistant Administrator; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

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

5. Visitor Presentation

Mayor Windschitl wished Myrtle Kemp a Happy 105th Birthday on July 12.

5.A. His House Foundation

Martha Brannon provided an update on His House Foundation.

Councilmember Hatfield asked if His House is still working to bridge the gap in homelessness.

Ms. Brannon stated that they are and spoke further regarding how the foundation does this.

Councilmember Hubbard inquired if they are taking donations currently.

Ms. Brannon explained that they certainly are.

Councilmember Hubbard asked how the stay-at-home order affected Families Moving Forward.

Ms. Brannon provided further detail regarding those impacts.

Councilmember Hubbard inquired when the eviction-stay order ends.

Ms. Brannon stated the newest date is July 13, 2020 and spoke about the number of requests for rental assistance for those people who did not qualify for unemployment or stimulus monies.

Councilmember Hatfield asked how the community can best support His House Foundation.

Ms. Brannon replied that donations and volunteering are best.

Mayor Windschitl inquired if there are set hours for people to contact the foundation.

Ms. Brannon explained any time is fine.

6. Minutes

Councilmember Hubbard noted that her comments under Other Business in the June 29, 2020 notes were mistakenly listed under Councilmember Grau's name.

City Administrator Podhradsky explained she should highlight that and email Staff so they can make that change.

Motion by Councilmember Hatfield, second by Councilmember Grau to approve the minutes of the June 29, 2020 City Council meeting contingent upon the correction listed above. Motion carried.

7. Consent Agenda

The Council referred to City Administrator Podhradsky's annual review last week and noted what an exceptional job he does.

City Administrator Podhradsky commented how amazing the community of Chaska is and that he is proud to serve in his role for the City.

Mayor Windschitl noted specifically how excellent City Administrator Podhradsky's work has been during the COVID-19 process. He then moved on to Consent and asked why there needs to be a lot split in item 7.C.

City Administrator Podhradsky explained it has to do with the amenities center as they want that separate. He noted it is correcting the description in an earlier lot split.

Assistant Administrator Kabat noted the split also helps facilitate closing of the property.

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

A. City Administrator Annual Review

Motion to approve administrator goals for 2020 and adjust the City Administrator's annual salary with a 3.0% performance increase retroactive to January 1, 2020.

B. Adopt Resolution 2020-52 and Resolution 2020-53 Issuance and Sale of Bonds: Series 2020C and 2020D

Motion to adopt Resolution No. 2020-52 authorizing issuance and sale of \$3,54,000 General Obligation Bonds, Series 2020C.

Motion to adopt Resolution No. 2020-53 authorizing issuance and sale of \$10,555,000 Taxable General Obligation Refunding Bonds, Series 2020D.

C. Adopt Resolution 2020-55, Approving the Lot Split for Pinnacle (Del Webb)

Motion to adopt Resolution No. 2020-, approving the Lot Split.

Motion carried.

8. Action Items

8.A. Adopt Resolution 2020-51, 2020 Overlay Program

City Administrator Podhradsky presented the item to the Council.

Mayor Windschitl inquired why the City is doing some of Pioneer Trail if it is a County Road.

City Administrator Podhradsky stated it is a very small section and likely a water main repair.

Mayor Windschitl noted that the lower cost of mobilization is what got GMH the bid.

Motion by Councilmember Grau, second by Councilmember Hatfield to adopt Resolution 2020-51 awarding the bid for the 2019 Overlay Program to GMH Asphalt in the low bid amount of \$309,669.38. Motion carried.

8.B. Annual 2019 Financial Reports

City Administrator Podhradsky introduced the item to the Council.

Administrative Services Director Graczyk summarized the audit process and the Fire Relief Report.

Jackie Huegel with MMKR presented the findings from the 2019 audit.

Mayor Windschitl noted this report was gone through extensively during the work session held earlier.

Administrative Services Director Graczyk explained the CAFR certificate of achievement the City received and recognized Staff for their hard work on the audit process.

City Administrator Podhradsky noted that receiving this award for 30 years now is incredible and congratulated Staff on their hard work.

Mayor Windschitl congratulated Staff on the work they did with the audit.

Motion by Councilmember Hatfield, second by Councilmember Grau to accept City of Chaska 2019 Comprehensive Annual Financial Reports and Chaska Fire Department Relief Association 2019 Annual Financial Reports. Motion carried.

City Administrator Podhradsky thanked Ms. Huegel for her work with MMKR as well.

8.C. Adopt Resolution 2020-54, Amending 2020 Fund Budgets

City Administrator Podhradsky noted that the City received its allocation from the COVID relief on Friday, July 3, 2020 and went on to explain the amendments to the 2020 fund budgets.

Councilmember Hubbard looked to clarify that the penalties for unpaid items are included in the budget.

City Administrator Podhradsky stated that they are included.

Mayor Windschitl inquired how the City will make up these kinds of numbers.

City Administrator Podhradsky explained that the significant impact comes from the Community Center and they will rely on City reserves to cover it.

Councilmember Hubbard inquired if the two major impacts will be the Community Center and the Curling Rink as the effects from the pandemic continue.

City Administrator Podhradsky explained why he felt the Community Center is the biggest concern for negative impact.

Councilmember Grau asked if the refund for membership fees will cease now that the Community Center will be opening back up.

City Administrator Podhradsky stated that the membership fees were not refunded but delayed and explained that incentive further.

Councilmember Hubbard inquired how many members pay monthly versus annually.

City Administrator Podhradsky provided the multiple payment options.

Administrative Services Director Graczyk explained that monthly fees do not go through utility billing any longer.

City Administrator Podhradsky stated it is hard to know the exact number and provided further detail regarding the decrease in revenue.

Councilmember Grau noted it is nice to see the recent increase in golfing.

Motion by Councilmember Hubbard, second by Councilmember Hatfield to adopt Resolution 2020-54 Amending 2020 Fund Budgets. Motion carried.

8.D. Chaska Par 30/Learning Links Chaska Project

City Administrator Podhradsky introduced the item to the Council.

Eric Snyder with Learning Links presented a funding update for the project.

City Administrator Podhradsky asked Mr. Snyder to touch on the conversations Learning Links had with major donors when COVID issues hit.

Mr. Snyder provided further detail regarding those discussions.

Councilmember Hubbard inquired how whole sponsorships are recognized.

Mr. Snyder explained those recognitions.

Councilmember Grau asked if there are more whole sponsorships available.

Mr. Snyder stated there were.

Mayor Windschitl looked to clarify that there are no drivers any longer once the course is redesigned.

City Administrator Podhradsky commented that it would be good to see the design as he believes there are a few holes that would need a driver.

Mr. Snyder commented further about the intentions of the redesign to meet a wider group of players.

Golf Pro, Tim Anderson, stated that there are likely two holes where drivers can be used and explained the purpose of the course architecture.

Eric Lembke with Stantec presented the course design.

City Administrator Podhradsky detailed the next steps of the process.

Mayor Windschitl inquired how rentals would work with no clubhouse.

City Administrator Podhradsky explained that process.

Mayor Windschitl asked what this looks like going into next year's budget shortfall.

City Administrator Podhradsky provided further insight into that.

Mayor Windschitl shared concerns with moving forward in light of the budget shortfall.

City Administrator Podhradsky spoke regarding the factors that hinder this site from being able to be sold for development and thus the monies that need to be spent to keep the asset viable. He then explained the timeline of the project.

Mayor Windschitl inquired if the cross-country teams are aware of the changes to the course.

City Administrator Podhradsky explained they had already determined it would not be used this year.

Councilmember Grau commented that the fact that sponsors are continuing their commitments in such an uncertain time shows how unique this project is.

Councilmember Hubbard share her excitement about the project and explained that with the partnership in funding, moving forward with this project is smart.

Councilmember Hatfield also commented that she is looking forward to this moving forward.

City Administrator Podhradsky noted that Tim Rainey deserves recognition for the all the work he has put into this project.

Motion by Councilmember Hatfield, second by Councilmember Grau to authorize Staff to move forward with releasing construction documents for the Par 30 Learning Links project to go out for public bid, with an anticipated awarding date for bids at the August 17, 2020 City Council meeting. Motion carried.

9. Bills

9.A. Accounts Payable Council Roster 7-6-2020

City Administrator Podhradsky read submitted questions requesting further information about bills and provided further information regarding those bills.

Councilmember Hatfield referred to a bill regarding election voting and asked what was being done to ensure safety.

Assistant Administrator Kabat explained the steps Staff have taken to ensure safety in voting locations.

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

10. Other Business

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report 7-6-2020

Councilmember Grau:

- Noted there was good feedback regarding the 4th of July fireworks.
- Asked if any progress has been made in lining up the joint meeting with the Human Rights Commission. City Administrator Podhradsky stated they are looking to set it up Thursday, August 27, 2020.
- Reminded residents to continue to stay safe in Minnesota regarding COVID-19.

Councilmember Hubbard:

- Noted she is planning to attend the virtual meeting with the Beacon Interfaith Housing Collaborative on July 8, 2020.
- Noted the Arboretum virtual neighborhood meeting for the traffic study has been extended.
- Welcomed Superintendent Lisa Sayles-Adams to Chaska and her new position.

Councilmember Hatfield:

- Noted the Community Center is opening tomorrow, July 7, 2020.
- Also encouraged residents to take COVID-19 seriously and wear masks.
- Noted there is a need for election judges and encouraged younger residents to consider taking these roles so that higher risk residents do not need to.

Mayor Windschitl:

- Noted an EDA meeting follows this meeting tonight.
- Noted Highway 41 is open and commented that it is nicely done and flows well.
- Reported there is a primary election on August 11, 2020.
- Also commented that the fireworks were nicely done.
- Updated the Council on the EOC and noted they will be meeting two days per week.
- Noted Taste of Chaska has cancelled, and River City Days is rescheduled to September 25, 2020.
- Again noted the Community Center opens tomorrow and the Curling Center opens July 27, 2020.

11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Hubbard to adjourn the meeting at 9:42 pm.

Motion carried.