

**- MINUTES -**  
**CHASKA CITY COUNCIL**  
**OCTOBER 20, 2025**

1. Call to Order

The meeting was called to order by Mayor Hubbard at 7:01 p.m.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Mayor Hubbard and Councilmembers Benesh, Grau, Hatfield, and Sheveland.

Absent: None.

Also Present: Matt Podhradsky, City Administrator; Elise Durbin, Assistant City Administrator; Nate Kabat, Community Development Director; Liz Hanson, City Planner; Ashley Cauley, City Planner; Krista Mark, Communication Coordinator; and Christophe Morschen, City Attorney.

4. Adopt the Agenda

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

5. Visitor Presentation

5.A. Southern Valley Alliance, Domestic Violence Awareness Month

Christie Larson, Executive Director at Southern Valley Alliance, presented information on the Southern Valley Alliance organization. She stated Kim Lohse was unavailable. She noted that Southern Valley Alliance is the only organization to provide services to victims of domestic abuse in all of Scott and Carver counties. She stated the organization provides emotional support, resources, and safety planning to victims.

Ms. Larson said that as a community-based and community-funded organization, Southern Valley Alliance is facing significant federal, state, and local foundation funding cuts. She noted it is important that the City of Chaska recognizes Domestic Violence Awareness month and does all it can to support victims and survivors, today and throughout the year. Ms. Larson encouraged community members to follow the organization on social media and check out their website.

Mayor Hubbard thanked Ms. Larson for speaking and stated she appreciates her agency as a resource and support center for the community.

5.B. Oak Ridge Conference Center Update

Connie Cain, Consultant and Engineer for Oak Ridge Center, introduced herself to the Council.

Susan Elzy, Director of Operations for Oak Ridge Center, expressed excitement about the reopening of the Oak Ridge Hotel, noting strong community support and a pending MOU with Staff addressing security, phased occupancy, and required property improvements, including additional parking. She noted that a security staff member, Walter Hudson, was also present for questions.

Ms. Elzy added that she and staff are actively working toward securing a temporary certificate of occupancy and are fulfilling all City requirements.

Mayor Hubbard thanked Ms. Elzy for introducing herself, and is aware of the problems that the property has had while vacant, and looks forward to action happening on that property.

City Administrator Podhradsky emphasized that parking and landscaping were conditions of the original development agreement, with escrow held by the City to ensure completion if needed.

Ms. Elzy confirmed permits have been pulled and contractors hired, with a parking and landscaping completion target set for June 15.

Councilmember Sheveland said it is nice that there is work being done on that building since it has been vacant for quite some time. She asked if the restaurant in the building is planning to reopen. Ms. Elzy said the reopening will be phased due to the parking situation, but long-term plans include a hotel, restaurant, and conference center.

Mayor Hubbard stressed that adequate parking must be in place before operations resume, consistent with City standards.

Mr. Kabat confirmed receipt of the MOU draft just an hour prior to the Council meeting and had not had a chance to review it yet, but noted City Staff would coordinate with Ms. Elzy moving forward.

Ms. Elzy asked if there were any questions from the Council, especially about security.

Mayor Hubbard and Councilmembers agreed that the security of the property is imperative.

#### 6. Approve Previous Meeting Minutes

##### 6.A. Approve the September 29, 2025, City Council Meeting Minutes

Motion by Councilmember Grau, second by Councilmember Sheveland to approve the minutes of the September 29, 2025 City Council meeting.

Motion carried.

#### 7. Consent Agenda

Councilmember Sheveland asked if Higher Place had won the state lottery certificate to open a dispensary. City Administrator Podhradsky said getting a dispensary certificate is a lengthy and complicated process in both the state and local governments to get approval to open.

Councilmember Sheveland said it is exciting that it will open because it is a local business. Mayor Hubbard said it is nice to see this on the agenda, that it is moving forward, and the owner has made an investment in the community of Chaska.

Councilmember Hatfield added that it is nice that this business has already established itself and invested in the community.

Motion by Councilmember Benesh, second by Councilmember Hatfield to approve the Consent Agenda Items A through F:

A. Mediated Settlement Agreement with JAMS Properties LLC and John M. Siegfried  
Motion to approve the Mediated Settlement Agreement between the City of Chaska and JAMS Properties LLC and John M. Siegfried.

B. Approval of Cannabis Retail Local Registration – Higher Place LLC  
Motion to approve a Cannabis Retail Local Registration for Higher Place LLC, located at 103 2<sup>nd</sup> St. W., Chaska

C. Approval of the Preliminary Plat Extension for Fultonwood (Pulte)  
Motion to adopt Resolution No. 2025-77 approving the preliminary plat extension request for Fultonwood for an additional six months.

D. Motion to adopt Resolution No. 2025-76 to Accept Improvements at Hwy 41 and Peavey Road  
Motion to approve Resolution No. 2025-76, Accepting the MnDOT Public Improvements (SP 1008-104) at Highway 41 and Peavey Road.

E. Approve Pole Attachment Agreement from Comcast  
Motion to accept the proposed Pole Attachment Agreement with Comcast of Arkansas/Louisiana/Minnesota/Mississippi/Tennessee, LLC, and authorizing the Mayor and the City Administrator to execute the agreement.

F. Adopt Resolution No. 2025-78 Ordering Preparation of a Feasibility Study for Creek Road Street & Utility Improvements  
Motion to adopt Resolution No. 2025-78 ordering preparation of the feasibility study for Creek Road Street & Utility Improvements.  
Motion carried.

## 8. Action Items

### 8.A. Public Hearing-Adopt Resolution No. 2025-75 Approving the Imposition of Service Charges for the 2026 Chaska Downtown Special Services District

City Administrator Podhradsky introduced the item to the Council, and Economic Development Coordinator Julie Grove provided more information on it.

Jen Angell, Administrator of the Downtown Business Alliance, reported that road construction has helped drive downtown Chaska's growth. She highlighted the success of events like Halloween and Hometown Holidays, but emphasized the need for more community events and stronger engagement with local businesses. The Downtown Alliance is addressing challenges in attracting customers to service-based businesses by partnering with Orange Ball for social media and scalable content. Continued City and Parks and Recreation support is needed for larger events. The Downtown Alliance is also exploring district expansion and building a foundation to increase its future event budget.

Ms. Angell noted the Halloween Trunk-or-Treat event is this Saturday from 2:00 p.m. to 5:00 p.m., along with the Sip-and-Shop event.

Councilmember Hatfield said she has loved being the liaison to the Downtown Business Alliance for the last seven years, and noted significant growth and increased participation over the past two years.

Councilmember Sheveland asked if the Downtown Business Alliance has tried partnering with St. John's or Guardian Angels to sponsor service industries for school events. Ms. Angell said that there is still an opportunity for the Downtown Business Alliance. She added that St. John's joined the Halloween event a few years ago, and it has brought a whole new group of individuals into the downtown area.

Mayor Hubbard said she has been able to attend a few of the Downtown Business Alliance meetings, and she has seen the energy and is excited about the future plans and infrastructure that will be utilized in the future. She noted that for many residents and herself, the success of downtown Chaska is extremely important. Ms. Angell added that she knows the community is very supportive of the Downtown Business Alliance since it started a community-based newsletter four months ago, and already has 900 subscribers.

Mayor Hubbard thanked Ms. Angell and Mel Carlson, Board member of the Downtown Business Alliance, for all of their efforts and hard work.

Mayor Hubbard opened the public hearing at 7:47 p.m.

No one wished to address the Council.

Mayor Hubbard closed the public hearing at 7:48 p.m.

Motion by Councilmember Hatfield, second by Councilmember Grau to adopt Resolution No. 2025-75 Imposing Service Charges and Setting the 2026 Operating Budget and Plan for Chaska Downtown Special Service District.

Motion carried.

8.B. Motion to adopt Resolution No. 2025-73, approving the Concept Plan for O Creek Road/Jenn & Scott Schlauderaff/ PC #2025-15

City Administrator Podhradsky introduced the item to the Council, and City Planner Liz Hanson presented the item to the Council.

Mayor Hubbard asked if the future local road would feed off the roundabout. Ms. Hanson confirmed that the road would feed off the roundabout.

Councilmember Sheveland asked about property ownership and utility availability. Ms. Hanson confirmed that Jenn and Scott Schlauderaff own the land, and water and sewer are already set up.

Councilmember Benesh asked about the distance between the proposed road and the off-ramp. Mr. Kabat answered that the off-ramp is north of the road on Engler.

City Administrator Podhradsky noted that the plan helps visualize future developments and supports additional road connections as needed. Mr. Kabat added that although some areas are less than expected, a network is still necessary to support what has developed.

Mayor Hubbard referenced a similar project involving the county and asked whether the current service roads would become driveways. Ms. Hanson confirmed that the service road would be moved to meet setbacks and grading.

City Administrator Podhradsky stated that the road connection shown in the plan is not guaranteed and will depend on future density and needs.

Councilmember Hatfield asked if there were any concerns about a residential driveway being off a roundabout. Ms. Hanson said that due to the low density of that roundabout, there have not been any concerns raised from an engineering standpoint.

Councilmember Grau said that the driveway is not really right off the roundabout, and the driver has to go all the way through the roundabout, and then there would be a driveway. Mr. Kabat said this plan is for two single-family homes, so the level of traffic is not significant.

City Administrator Podhradsky said there is a similar situation on the other side of the road with a farm, and if there were a high density of homes there, the City would say that would not work.

Mr. Kabat confirmed that emergency vehicle access to the property has been addressed and appears sufficient.

Councilmembers expressed support for the plan, noting their appreciation for preserving wooded areas and that the proposed homes fit the character of the property. Mayor Hubbard concluded by expressing her excitement over the development and complimenting the aesthetics of the proposed homes.

Motion by Councilmember Sheveland, second by Councilmember Grau to adopt Resolution No. 2025-73 approving the Concept Plan for a 3-lot single-family subdivision at 0 Creek Road (PC #2025-15).

Motion carried.

8.C. Motion to adopt Resolution No. 2025-74, approving the Concept Plan for Peavey Business Center/ Shaw Construction/ PC #2025-14

City Administrator Podhradsky introduced the item to the Council, and City Planner Ashley Cauley provided a presentation on it.

Councilmember Hatfield asked about the orientation of the buildings on the site. Ms. Cauley stated the front of the building would face Highway 41.

Councilmember Grau asked about the ordinances and visibility of the outdoor storage from Highway 41 and enforcement issues. Mr. Kabat said visibility would be minimal due to fencing and existing buildings.

City Administrator Podhradsky added that the outdoor storage would not be visible over the fence.

Councilmember Grau said it may not be visible over the fence now, but it could cause future enforcement issues if it does.

Craig Jongerius, owner of Southwest Rental and Sales, explained that stored equipment-including tents, tables, chairs, and small machinery, would be shielded from view by fencing. Councilmember Grau said as long as the equipment is shielded, he would be flexible to make the exception.

Councilmember Sheveland asked if the fence drawings submitted were accurate to what would be built. Mr. Jongerius said the fence in the drawings would be the fence that is built.

Councilmember Hatfield said she always worries about setting a precedent, but the landscaping and mature trees in that area will help.

Councilmember Sheveland said she appreciates that Mr. Jongerius wants to keep his business in Chaska.

Mayor Hubbard asked when the proposed second building timeline would be. Mr. Jongerius said the future building would be built as business needs grow.

Mayor Hubbard said the fence to shield the equipment is important, and the Council is really careful about setting a precedent and making exceptions. She thanked Mr. Garyius for keeping his business in Chaska.

Motion by Councilmember Sheveland, second by Councilmember Benesh to adopt Resolution No. 74 approving the concept plan for Peavey Business Center at 4200 Peavey Road (PC #2025-14). Motion carried.

## 9. Bills

### 9.A. Accounts Payable Claims Roster 20-10-2025

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

## 10. Other Business

### 10.A. City Administrator's Report

#### 10.A.i. Bi-Weekly Report 20-10-2025

Councilmember Hatfield:

- Shared Trick-or-Treating is all Day on Saturday, October 25, at Chaska Commons in the morning, at the Jamboree from 2:00 p.m. to 5:00 p.m., and at the Community Center at 6:00 p.m.
- Upcoming events: Pizza with a Cop (October 22, 5:00 p.m. at Red Bench), Katrina Fest (October 24, 6:00 p.m. to 8:30 p.m.), Deer Weekend (November 8), Fireman Tree Lighting (November 23), Small Business Saturday (November 29), Hometown Holidays (December 6).
- Shared that Chaska made the top 100 best small cities to live in America list.

Councilmember Sheveland:

- Noted that there are great businesses on the other end of downtown and encouraged residents to visit those businesses as well.

City Administrator Podhradsky

- Shared that upcoming bonding tours of City Square West with the House Representative Capital Investment Committees are on Thursday, October 23, from 2:30 p.m. to 3:10 p.m.
- Shared that a Santa's Parade will be happening, but a date has not been chosen yet.
- Shared that next week he would be at the International City County Managers' Association's Conference.

Councilmember Grau:

- Reminded everyone to be safe and drive carefully while out trick-or-treating.

City Attorney Morschen:

- Noted he was pleased the Comcast Pole Attachment agreement was adopted in the Consent Agenda.

Mayor Hubbard:

- Shared that a Chamber of Commerce Mayor's Luncheon will be happening, and is currently in the planning phase.
- Shared there is a Highway 41 ribbon cutting on Tuesday, October 28, at 1:00 p.m.
- Noted that Yard waste drop-off is available at Dakota Prairie, and another site is available on Saturday, November 1, at Athletic Park from 8:00 a.m. to 2:00 p.m.
- Shared that Latino Voices at the Community Center and Human Rights Commission for Días de los Muertos will be there through November 9.
- Noted that the next Council meeting is on November 3.

#### 10.B. Financial Reports as of 31-08-2025

#### 11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Grau to adjourn the meeting at 9:13 p.m.

Motion carried.