

- MINUTES -
CHASKA CITY COUNCIL
NOVEMBER 17, 2025

1. Call to Order

The meeting was called to order by Mayor Hubbard at 7 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; Liz Hanson, City Planner; Julie Grove, Economic Development Coordinator; Krista Mark, Communications Coordinator; and Christophe Morschen, City Attorney;

4. Adopt the Agenda

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

5. Proclamation

5.A. Small Business Saturday

Mayor Hubbard read aloud a Proclamation declaring November 29, 2025, as Small Business Saturday.

6. Visitor Presentation

No one wished to address the Council.

7. Approve Previous Meeting Minutes

7.A. Approve the November 3, 2025, City Council Meeting Minutes

Motion by Councilmember Hatfield, second by Councilmember Benesh, to approve the minutes of the November 3, 2025, City Council meeting.

Motion carried.

8. Consent Agenda

Motion by Councilmember Hatfield, second by Councilmember Grau, to approve the Consent Agenda Items A through E:

A. Amend Chapter 5, Article 5.45 Section 5.45130 Low-Potency Hemp Edibles

Motion to adopt Ordinance No. 2025-1072 amending Chapter 5, Article 5.45, Section 5.45.130 of the Chaska City Code regarding low-potency hemp edibles.

B. Legislative Services Agreement with Lockridge Grindal Nauen PLLP

Motion to approve a Legislative Service Agreement with Lockridge Grindal Nauen PLLP for lobbying services from January 1, 2026, to December 31, 2027.

C. Motion to adopt Resolution No. 2025-81 approving the Final Plat for Chevalle 19th Addition/ Quadriga Ventures/ PC #2025-11
Motion to adopt Resolution No. 2025-81 approving the Final Plat for Chevalle 19th Addition at 3910 Bavaria Road (PC #2025-11).

D. Adopt Resolution No. 2025-85 Approving the AUAR Order and Scoping Document for Big Woods Business Park/City of Chaska/PC #2025-20
Motion to adopt Resolution 2025-85, approving the AUAR Order and Scoping Document for Big Woods Business Park (PC #2025-20).

E. Approval of Cannabis Retail Local Registration – Precision Processing LLC
Motion to approve a Cannabis Retail Local Registration for Precision Processing LLC, located at 722 N. Chestnut St., Chaska.

Councilmember Grau asked if the Cannabis Retail Location was a local business that had already been established. City Administrator Podhradsky said it is a new business.

Councilmember Hatfield said the City is allowing three Cannabis Retail Locations, and this location would be the second. She asked if there were any other applications to fill the final spot. City Administrator Podhradsky said there is another location that someone has shown interest in, but it would require a significant amount of work.

Councilmember Sheveland asked if the next location of a Cannabis Retail Location has to be uptown, since the other two will be downtown. Mayor Hubbard stated that there are no zoning restrictions on the locations. City Administrator Podhradsky said the Council had approved the ordinance to establish a Cannabis Retail Location in commercial districts.

Councilmember Benesh asked if this new Cannabis Retail Location was going to only be distributing cannabis, or if it would also distribute THC and edibles, since there is a nearby retail location that is already doing that. City Administrator Podhradsky said that the low-hemp industry is going to change completely because of new federal law changes, which will dictate that all THC products have to go through a dispensary.

Motion carried.

9. Action Items

9.A. Adopt Resolution No. 2025-83 and Ordinance No. 1074 Approving the Preliminary Site & Building Plan and Zoning Ordinance Amendment for the Municipal Services Building (MSB)/City of Chaska/PC #2025-18

City Administrator Podhradsky introduced the item, and City Planner Hanson provided an overview to the Council.

Councilmember Sheveland asked if this project is close to the Schlauderaff project that the Council heard about a few weeks ago. City Administrator Podhradsky said this project is located at a different site. Ms. Hanson said this project is across the highway from the Schlauderaff parcel.

Councilmember Sheveland asked if the power lines would be buried once the project is done. City Administrator Podhradsky said those power lines are transmission lines, not distribution lines, and they have to stay in place. Ms. Hanson said there is an easement where equipment will travel through to avoid the transmission lines.

Councilmember Sheveland said the rendering looked very nice and looked similar to Chanhassen High School. She inquired about the size of the trees that would be affected by this project. Ms. Hanson said the site is already graded, and there is no need to remove any additional trees for the project.

Councilmember Grau asked if the building included glass garage doors. Andrew Cooper from Oertel responded that the garage doors would be made of full-vision glass, but would be translucent to diffuse daylight throughout the space.

Mayor Hubbard said that this planning process is similar to all other developmental planning processes and noted that the Council has reviewed this plan several times. She stated that the original intention for this project was to add on to the existing building, but it was more cost-effective to build a more efficiently designed building for the City.

Councilmember Grau asked if the building would be in the Minnesota Valley Electric Cooperative territory and if, over time, it would become part of the City's power district. City Administrator Podhradsky said there is an agreement in place with Minnesota Valley Electric Cooperative through 2040, and after that, the City has the right to purchase that territory.

Councilmember Sheveland asked if the City could negotiate for the solar panel energy to be brought back to Chaska, since the City is paying for the solar panels. City Administrator Podhradsky said the City attempted to negotiate for the building to be located within its own parcel, within Chaska's power district that Chaska could serve, but Minnesota Valley Power declined.

City Administrator Podhradsky said part of the planning process for this project also included neighborhood meetings to ensure the surrounding residents would be happy, and he got positive feedback from those meetings.

Councilmember Grau said most residents in that area seem very happy with the project.

Mayor Hubbard said City crews will handle the project and will not be bad or intrusive to the neighboring properties. City Administrator Podhradsky said the location of this building is ideal for housing large equipment used in operations around the City.

Motion by Councilmember Sheveland, second by Councilmember Benesh to adopt Resolution No. 2025-83 approving the Preliminary Site & Building Plan for the Municipal Services Building (MSB) (PC #2025-18).

Motion carried.

9.A.i. Ordinance No. 1074

Motion by Councilmember Grau, second by Councilmember Hatfield, to adopt Ordinance No. 1074 approving the Zoning Ordinance Amendment to PID-10.
Motion carried.

9.B. Public Hearing: Adopt Resolution 2025-82 Temporary Transfer Spending Plan Extension

City Administrator Podhradsky introduced the item, and Economic Development Coordinator Grove provided an overview.

Mayor Hubbard opened the Public Hearing at 7:44 p.m.

No one wished to address the Council.

Mayor Hubbard closed the Public Hearing at 7:45 p.m.

Motion by Councilmember Benesh, second by Councilmember Sheveland, to Adopt Resolution 2025-82 Amending the Temporary Transfer Spending Plan for Tax Increment Financing District No. 12, Tax Increment Financing District No. 13, and Tax Increment Financing District No. 19.
Motion carried.

9.C. Public Hearing: Adopt Ordinance 2025-1073 – 2026 Development Fees, Planning Application Fees, Building and Fire Permit Fees

City Administrator Podhradsky presented this item to the Council.

Councilmember Hatfield asked if the fees charged would only be the application fee or if there would be an additional processing fee. Mayor Hubbard asked if the fees are being consolidated into one fee as well. City Administrator Podhradsky said that both fees will be charged as the application cannot be processed without the processing fee, but it will be displayed as one fee.

Councilmember Hatfield asked if the rental penalty and reinstatement fees are new fees. City Administrator Podhradsky said those fees are new because there have been problems with some rental properties.

Councilmember Hatfield said the language on the Rental Dwelling Fees may need to be clarified, because from her experience, the notice was postmarked by March 1, but there was no clarity on a specific deadline to fulfill those obligations.

Mayor Hubbard stated that the fees are in place to ensure the safety of rental dwelling units. Councilmember Hatfield said she can attest, as a landlord, that the Fire Department does a very thorough job of conducting inspections. City Administrator Podhradsky said rental homes do not have as many problems due to this program and the inspections.

Mayor Hubbard opened the Public Hearing at 7:53 p.m.

No one wished to address the Council.

Mayor Hubbard closed the Public Hearing at 7:54 p.m.

Motion by Councilmember Sheveland, second by Councilmember Grau, to adopt Ordinance 2025-1073, establishing the 2026 Development, Planning Application, Building Inspection, and Fire Fees.

Motion carried.

10. Bills

10.A. Accounts Payable Claims Roster 17-11-2025

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

Motion carried.

11. Other Business

11.A. City Administrator's Report

11.A.i. Bi-Weekly Report 17-11-2025

Councilmember Grau:

- Shared that the Santa Parade (December 17) has been scheduled.
- Shared that Chaska has been named a "Film Ready Community."
- Wished the Chanhassen team luck at the state football tournament at Spring Lake Park this weekend, and Southwest Transit is providing some transportation to the tournament.
- Shared that a Chaska team made it to the USA Team qualifier for curling for the Olympics.

Councilmember Sheveland:

- Shared that the tree lighting is scheduled for this weekend, and the weather should be nice.
- Shared that there is no other meeting before Thanksgiving and wished everyone a Happy Thanksgiving.
- Shared that if anyone is in need of food, there are several places that are offering meals.
- Reminded everyone that the Community Center does a great job offering events for kids during school break. She noted that her daughter is going to a Swim and Movie party at the Community Center next week.

Councilmember Hatfield:

- Shared that Parks and Recreation put on a Puzzle Mania event that she and Mayor Hubbard attended last weekend, and said it was really fun, and another one is scheduled in February.
- Recapped Deer Weekend this past weekend downtown.
- Reminded everyone that Sip-n-Shop Saturdays are still happening downtown.
- Shared that Max Musicant gave a presentation to the Downtown Business Alliance and made plans for next year, encouraging partnerships among all the businesses.

- Shared information about the upcoming events: the Tree Lighting Ceremony (November 23) at 6:00 p.m., Hometown Holidays (December 6), Cops and Donuts (November 19), and Small Business Saturday (November 29).

Assistant Administrator Durbin:

- Praised Economic Development Coordinator Julie Grove, and Communications Coordinator Krista Mark, who got certified in order to make the "Film Ready Community" Chaska title happen.
- Shared that the Chaska Human Rights Commission has its annual Human Rights Award nominations open until December 9, and applications are available online.
- Shared that staff toured and ate at the Supermercado Loma Bonita in Richfield. This is the same organization that will be opening in Coopers old space.

Officer Pesheck:

- Stated that the speed trailer is put away for the winter. If residents want it by their homes, it will not be available now until spring.

Mayor Hubbard:

- Shared that she was Cy's for lunch and spoke with the owner, who said there would be a dinner party there prior to the Tree Lighting.
- Shared that the Tree Lighting Ceremony is happening at Fireman's Park at 6:00 p.m. on November 23.
- Recapped the Veteran's Day event at the Chaska Middle School West.
- Shared that the Referendum passed for the school district.
- Recapped the Celebrate India Event that was hosted by the Human Rights Commission last Friday.
- Shared that she was doing the upcoming State of the City speech at the Southwest Chamber luncheon with Carver, Chanhassen, and Victoria.
- Reminded everyone that the ribbon-cutting ceremony is happening for the Family Resource Center from 1:30 p.m. to 3:30 p.m. at the Moravian Church, following the Chamber luncheon.
- Shared that 82nd Street is now open and is now considered Lyman Boulevard.
- Shared the upcoming construction project that is happening next summer through 2027 in Chaska at the intersection of Highway 41 and Highway 5.
- Reminded everyone that there are Commission openings and applications are available.
- Wished everyone a Happy Thanksgiving.

City Administrator Podhradsky:

- Shared that the 100 Club that pays for the City's Christmas decorations has a fundraiser with hors d'oeuvres right before the Tree Lighting Ceremony.

11.B. Financial Reports as of 09/30/25

12. Adjourn

Motion by Councilmember Sheveland, second by Councilmember Benesh to adjourn the meeting at 8:29 p.m.

Motion carried.