

- MINUTES -
CHASKA CITY COUNCIL
DECEMBER 1, 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; Noel Graczyk, Administrative Services Director; Nate Kabat, Community Development Director; Krista Mark, Communications 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

No one wished to address the Council.

6. Approve Previous Meeting Minutes

6.A. Approve the November 17, 2025, City Council Meeting Minutes

Motion by Councilmember Benesh, second by Councilmember Sheveland to approve the minutes of the November 17, 2025, City Council meeting.

Motion carried.

7. Consent Agenda

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

- A. Memorandum of Understanding with Cain Development Group and RCS-RCA Oak Ridge, LLC for Temporary Certificate of Occupancy

Motion authorizing the City Administrator to sign a Memorandum of Understanding with Cain Development Group and RCS-RCA Oak Ridge, LLC for Temporary Certificate of Occupancy contingent upon any and all outstanding balances for utilities being fully paid, and contingent upon passing a final building and fire code inspection.

- B. Audit Engagement Agreement

Motion to approve the 2025 Statement of Work – Audit Services with Clifton Larson Allen, LLP, and that the Mayor and City Administrator be authorized to sign.

- C. Approve Business License Renewals

Motion to approve the 2026 Business Licenses to include games of skill, refuse haulers, massage therapists, massage business, tobacco sales, solicitors/peddlers/transients effective January 1, 2026, through December 31, 2026.

D. Southwest Metro Intermediate School District 288 Contract for CPD School Resource Officer

Motion to authorize the City Administrator to sign the "Agreement for School Resource Officer Services By and Between Southwest Metro Intermediate School District 288 and City of Chaska" document, thereby authorizing the Chaska Police Department to staff a full-time SRO at the 401 Education Center in the City of Chaska.

Councilmember Hatfield asked if the Council had seen updated safety plans from Oak Ridge regarding the security of the building. City Administrator Podhradsky said it was required for Oak Ridge to submit new safety plans in order for the City to issue a Temporary Certificate of Occupancy.

Councilmember Hatfield asked if there was an Officer ready to take over as a School Resource Officer. City Administrator Podhradsky said Officer Hunter Panning will take that position at the Intermediate District.

Councilmember Sheveland asked if Costco is going to share its parking lot with Oak Ridge Community Development Director Nate Kabat said there is a shared lot across from Costco that would be used, and there is an agreement with Costco to share its lot until Oak Ridge is done with construction.

Councilmember Sheveland asked if Clifton Larson Allen is the audit firm that the City has always used. City Administrator Podhradsky said it was the audit firm that was used last year, and that was the first time the City used them.

Motion carried.

8. Action Items

8.A. Truth in Taxation Public Hearing – 2026 Tax Levy and Budget

City Administrator Podhradsky presented the item to the Council.

Councilmember Sheveland asked if high-rises and new apartment buildings would all be built on the available land. City Administrator Podhradsky said after full build-out at the 15-year mark, Chaska will be in the position of slow to no growth, as it has been in the position of growth and building over the last 40 years. He noted that at that point, the City will probably see redevelopment projects.

Councilmember Sheveland pointed out that Chaska's school district still encompasses areas that are rapidly growing. City Administrator Podhradsky agreed and said that it is a big deal.

Councilmember Hatfield said it was nice to see how much permit revenue is being generated from residents who are adding on or remodeling their homes. City Administrator Podhradsky

said there is a large number of permits the City issues to residents that are reinvesting in properties, which makes a difference in how the City keeps value in the community.

Councilmember Grau said 2023 was a great time to sell a house, because the values were really high, but the shock at the proposed tax values was huge because home values went up so much. City Administrator Podhradsky said that was the first year of the City's building program. Mayor Hubbard said home values went up, and then the City was implementing a tax levy, which required some in-depth conversations.

Councilmember Sheveland pointed out that new construction growth has steadily risen since then. Councilmember Grau said more controlled growth is a better scenario.

Mayor Hubbard pointed out that during COVID-19, a lot of people decided not to live in the big city anymore. City Administrator Podhradsky said that it also put a huge demand on housing and the county, and it all happened at once.

Councilmember Sheveland asked where residential developers are interested in building. City Administrator Podhradsky said builders are looking at the area on McKnight Road, which is south of the arboretum and north of McKnight Park.

Councilmember Sheveland asked if \$20,000 per mile to resurface the trail is a normal price, and if that includes only adding a new top layer. City Administrator Podhradsky confirmed that resurfacing takes off the top layer of the trail and is then repaved. He said the City crew does it, and it would cost more if it were hired out by a third party.

Mayor Hubbard pointed out that a lot of the residents may fight City Administrator Podhradsky on the library not being the top priority for the building improvement program, but stated it is ranked appropriately.

Councilmember Sheveland asked how Minnesota Valley has Chaska's territory where the Big Woods Industrial Park will be. City Administrator Podhradsky said that Chaska annexed that area as it used to be Chaska Township, and Minnesota Valley has it, but Chaska may have the opportunity to purchase it in 2040 if Minnesota Valley agrees. Councilmember Sheveland said Chaska could make a lot of money off the electricity in that territory.

Mayor Hubbard noted that the new budget additions to the Fire Department are good recruitment tools.

Councilmember Sheveland asked if there is any way for medical calls to be directly routed to the ambulance or EMTs. City Administrator Podhradsky responded that EMTs and ambulances are not always in the community and move around where needed.

Mayor Hubbard noted that the addition of an overnight duty crew is a very cost-effective way to provide coverage for emergency services.

Mayor Hubbard asked if the new Administrative Assistant position would float between the Police and Fire Departments. City Administrator Podhradsky said the new position would work strictly for the Fire Department.

Councilmember Sheveland asked how the City is getting an unmarked car for \$35,000. City Administrator Podhradsky said that is the state contract price.

Councilmember Grau asked about the new wrap-around stripe on the police cars. City Administrator Podhradsky said the new white stripe will be implemented as the police cars are replaced.

Councilmember Hatfield pointed out that when she considered the valuation of her home went up by nine percent, and her taxes went up by 10 percent, but it is part of capturing growth.

Councilmember Sheveland noted that for many years, property taxes did not go up, and now the City is playing catch-up, and she pointed out the referendum is not on the tax statement.

Councilmember Sheveland asked why the City is doing maintenance on some school district properties. City Administrator Podhradsky answered that the school district pays the City for maintenance.

Mayor Hubbard thanked City Administrator Podhradsky for the presentation, and said all Councilmembers should talk about their thoughts and feelings regarding the upcoming budget.

Mayor Hubbard opened the Public Hearing at 8:14 p.m.

No one wished to address the Council.

Mayor Hubbard closed the Public Hearing at 8:15 p.m.

Councilmember Grau said he is very proud and supportive of the City building program since its inception, along with the services provided to the residents, and will never minimize and understands what the percentage increase on taxes means to the residents.

Councilmember Benesh said the property tax levy is fair and equitable, and is a decision that the Council does not take lightly.

Councilmember Sheveland reiterated that the Council does not take this decision lightly, and good schools reflect a good community, and a good community reflects the services the residents have, and those services cost money.

Councilmember Hatfield said she understands that all residents may not be happy paying higher taxes, but there has been a lot of effort behind the reason taxes have to go up. She said the services the City provides are necessary things that make Chaska a great place to live.

Mayor Hubbard said all the Councilmembers collectively see a vision for Chaska and the end goal of maintaining high-quality services for the residents, especially emergency services, which should always be a top priority. She said the Council is tasked with carrying those services forward, and asking residents to pay more is difficult, but it ensures that services are the best and as efficient as they can be for the residents. She reminded residents that if they have any questions, they should not hesitate to contact anyone on the Council.

Motion by Councilmember Hatfield, second by Councilmember Sheveland to close the Truth in Taxation Public Hearing, and to establish December 15, 2025, as the date to consider the adoption of the 2026 budget and final tax levy.

Motion carried.

9. Bills

9.A. Accounts Payable Claims Roster 01-12-2025

The Council requested further information about the Ancom Communications and Cellular System Public bill.

Assistant City Administrator Elise Durbin provided further information regarding those items.

Motion by Councilmember Grau, second by Councilmember Sheveland 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.

10. Other Business

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report 01-12-2025

Councilmember Hatfield:

- Recapped the Tree Lighting Ceremony.
- Recapped Small Business Saturday last weekend and urged residents to support small businesses.
- Shared that a lot of the downtown Chaska stores provide a gift with purchase.
- Shared upcoming events that include: Fire Department Mustache Vote (December 3), Santa at the Community Center (December 5), carriage rides downtown for Hometown Holiday (December 6), holiday markets (December 7), Sip and Shop Saturdays are still happening, and the Santa Parade (December 17).
- Shared that Commission applications are due by December 12.
- Shared that the Human Rights Award nominations are due by December 9, and the awards will be presented at the MLK Breakfast (January 19).
- She thanked the snowplow drivers for how quickly and efficiently they got the roads plowed over the weekend.
- Encouraged other Councilmembers to meet with Kevin Spencer to give input on the library rebuild.

Councilmember Benesh:

- Thanked Public Works employees and the snowplow drivers for doing such an amazing job.
- Shared that a small business recently announced it was closing in Chaska and urged residents to support small businesses to keep them open.

Councilmember Sheveland:

- Commended Public Safety for responding quickly after the Tree Lighting to a two-vehicle accident on the Highway.

Councilmember Grau:

- Recapped the Tree Lighting Ceremony.
- Encouraged people to apply for the open Commissioner positions to learn about the City.
- Shared that the Santa Parade is coming up on December 17, and Chaska will probably get a huge snowstorm during that event, and encouraged residents to use the app to track Santa to know when he will be in their neighborhood.

Mayor Hubbard:

- Shared that the City was able to close on the Big Woods property for conservation, and thanked City Staff for all the work put into closing that deal.
- Shared that a new Deputy Police Chief, Mike TenEyck, has begun and the swearing in is on Friday, December 5.
- Recapped the Tree Lighting.
- Shared that she and City Staff, Commissioner Anderson, a librarian, and several county staff toured five metro area libraries and looked at the amenities each library provided and the layout, to get ideas for Chaska's library rebuild.
- Reminded everyone that the next Council meeting is scheduled for December 15.
- Shared that the Tree Lighting for Hometown Holidays (December 6) is at 5 p.m., and there is a coloring contest children can enter online, and the winner will be chosen at the event.

City Administrator Podhradsky:

- Shared how important and meaningful it was for him to purchase the Big Woods property for the City.

10.A.i. Metropolitan Mosquito Control District

10.B. Q3 – 2025 Investment Report

11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Benesh to adjourn the meeting at 9:01 p.m.

Motion carried.