

**- MINUTES -
CHASKA CITY COUNCIL
DECEMBER 15, 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 Grau, Hatfield, and Sheveland.

Absent: Councilmember Benesh.

Also Present: Matt Podhradsky, City Administrator; Noel Graczyk, Administrative Services Director; Elise Durbin, Assistant City Administrator; Matt Clark, City Engineer; Krista Mark, Communications Coordinator; and Christophe Morschen, City Attorney.

4. Adopt the Agenda

Motion by Councilmember Sheveland, second by Councilmember Hatfield 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 December 1, 2025 City Council Meeting Minutes

Motion by Councilmember Hatfield, second by Councilmember Grau to approve the minutes of the December 1, 2025 City Council meeting.

Motion carried.

7. Consent Agenda

Motion by Councilmember Hatfield, second by Councilmember Sheveland to approve the Consent Agenda Items A through N:

A. Approve Carver County, MN River Bluffs Regional Trail – Waiver Notice

Motion to approve the draft Waiver Notice allowing the transfer of transportation easements from the Carver County Regional Rail Authority (CCRA) to Carver County and authorize the Mayor and City Administrator to fully execute a final draft.

B. Adopt Resolution No. 2025-97 Approving 82nd Street Chaska/Chanhassen JPA for maintenance

Motion to adopt Resolution No. 2025-97 Chaska/Chanhassen Joint Powers Agreement for Repair, Maintenance, and Operation of 82nd Street West and Authorize the Mayor and Administrator to execute.

- C. Adopt Resolution No. 2025-89 Approving Renaming and Address Conversions of 82nd Street

Motion to adopt Resolution No. 2025-89 Renaming and address conversions of 82nd Street to Lyman Boulevard, Aspen Court and 82nd Street West.

- D. Adopt Resolution No. 2025-93 Approving the MnDOT Cooperative Construction Agreement -County Highway 10 Engler.

Motion to adopt Resolution 2025-93 approving the MnDOT Cooperative Construction Agreement Amendment No. 1 for the construction on County State Aide Highway/County Highway 10 Engler.

- E. Approve Authorization of Feasibility Study – 2026 Downtown Reconstruction

Motion to approve Authorizing a Feasibility Study for the 2026 Downtown Reconstruction Project.

- F. Planning Commission Chair and Vice-Chair for Calendar Year 2026

Motion to recommend Todd Urbanski to serve as Chairperson of the Planning Commission for calendar year 2026.

Motion to recommend Jon Purdy to serve as Vice-Chairperson of the Planning Commission for calendar year 2026.

- G. Adopt Resolution No. 2025-94 Approving the Final Site & Building Plan for MSB/City of Chaska/PC #2025-19

Motion to adopt Resolution No. 2025-94 approving the Final Site & Building Plan for the Municipal Services Building (MSB) (PC #2025-19).

- H. Paid Family Medical Leave Memorandum of Agreement

Motion to approve Memorandum of Agreement for PFML between the City of Chaska and Teamsters Local 320, LELS Local #210 Police Officers, LELS Local #385 Sergeants, and LELS #447 Lieutenants, with these agreements effective January 1, 2026.

- I. Adopt 2026 Employee Pay Classification Plan, Salary Adjustment Rate Chart

Motion to approve the 2026 Pay Classification Plan and 2026 Salary Adjustment Chart.

- J. Adopt 2026 Employee Handbook Updates

Motion to approve the City of Chaska Employee Handbook.

- K. Adopt Resolution No. 2025-95 Establishing Interfund Tax Increment Financing

Motion to adopt Resolution 2025-95, establishing terms and conditions of interfund tax increment loans.

- L. Adopt Resolution No. 2025-96 Amending Fund Balance Commitments

Motion to adopt Resolution No. 2025-96 amending General Fund Balance commitments.

- M. Adopt Resolution No. 2025-98 Approving an Agreement with Carver County for 2026 Assessment Services

Motion to adopt Resolution 2025-98 approving an agreement with Carver County for 2026 assessment services.

- N. Adopt Resolution No. 2025-99 Authorize Offers for Easements for Highpoint Vistas Utilities

Motion to adopt Resolution No. 2025-99 to authorize city staff to send offer letters to affected property owners for the CSAH 61 utilities connection.

Mayor Hubbard thanked City Staff for all the work done on the Feasibility study for the downtown project.

Councilmember Hatfield asked about the curb on the south side of 3rd Street, as it is very high, and if it will be fixed with the downtown project. City Administrator Podhradsky said the purpose of that curb is for the stormwater system, and until the stormwater system is in place, that curb has to be that high.

Mayor Hubbard thanked Planning Commission member Rob Brass for his time, energy, and efforts on the Planning Commission.

Mayor Hubbard expressed a lot of excitement over the final approval of the building site for MSB. City Administrator Podhradsky said there was a lot of time spent with engineering to ensure that the project would go smoothly and within budget. He thanked Oertel and RJM for all of their work on this project.

Motion carried.

8. Action Items

8.A. Memorandum of Understanding with Trident Development LLC for City Square West Project

City Administrator Podhradsky introduced Assistant City Administrator Elise Durbin to present the item to the Council.

Roger Frink with Trident Development thanked City Staff for all their hard work and dedication to put this project together. He stated that he has a team of consultants on standby, ready to get to work on this project, and that it will be great for the City.

Councilmember Sheveland said the Council was excited to see Trident Development as the developer on this project because of the quality of previous work that Trident Development has done.

Councilmember Hatfield said City Square West is an important piece of downtown Chaska, which is why the Council is so excited to see Trident Development come up as part of the project. She thanked Mr. Frink for being responsive and listening to the Council's questions and requests for the project as well.

Mayor Hubbard said it is exciting to continue the City's relationship with Trident Development. She said City Square West is a key catalyst site for the redevelopment of downtown to tie everything together. She said she is working hard to close the legislative loophole for funding for the project, and asked when the Council would see the plan for the project.

City Administrator Podhradsky said there is an internal effort to ensure the project is financially viable, and a planning effort that will be finalized when a formal concept plan and a developer agreement are secured. A Work Session with the Council, and the developer will also have to happen to gather feedback and make sure everyone is on the same page regarding the project.

Motion by Councilmember Grau, second by Councilmember Hatfield to approve the Memorandum of Understanding with Trident Development, LLC, and the Chaska Economic Development Authority, and authorize the Mayor and City Administrator to execute the MOU.

Motion carried.

8.B. 2026 Tax Levy and Fund Budgets

City Administrator Podhradsky presented this item to the Council.

Councilmember Sheveland asked about the work being done on the 18th hole of the Town Course. City Administrator Podhradsky said that the area will be worked on with funds from the Storm Water fund and that the area will be maintained by that fund.

Councilmember Sheveland asked if the chairs that are being replaced in the Event Center are being used somewhere else. City Administrator Podhradsky said the state will sell them at auction.

Mayor Hubbard said that the Council has discussed this budget since June, and the building program is a large part of the tax levy this year, but has also been discussed for several years.

Councilmember Sheveland said the tax levy is not something the Council takes lightly, and anytime the cost has to be raised in this economy, the Council has to look at how the money will be used to better the City, and keeping that in mind, the increase is not terrible considering what they are getting in return.

Mayor Hubbard said anytime anyone in the community has questions about the budget, there is always an opportunity to ask the Council questions to see where that money is going. She said she wants residents to know that the money is being used to help the services and amenities that the residents desire and expect are well cared for and run effectively.

Councilmember Sheveland said City Staff has done an amazing job in a relatively small city like Chaska to provide the residents with a lot of amenities and services. City Administrator Podhradsky said that goes back to the Councilmembers in the 1980s who made a decision at that point that they wanted Chaska to have the services to keep residents in the community. Councilmember Sheveland said City Administrator Podhradsky and other City Staff have managed all those amenities, such as the new parks, trails, and overlays, very well. City Administrator Podhradsky said it is their responsibility to maintain what the City has for future generations to enjoy.

8.B.i. Adopt Resolution 2025-90 Property Tax Levies for Payable 2026

Motion by Councilmember Grau, second by Councilmember Sheveland to adopt Resolution 2025-90 Adopting Property Tax Levies for Payable 2026.

Motion carried.

8.B.ii. Adopt Resolution 2025-91 2026 Fund Budgets

Motion by Councilmember Hatfield, second by Councilmember Grau to adopt Resolution 2025-91 Adopting 2026 Fund Budgets.

Motion carried.

8.B.iii. Annual 2026 Budget Message

8.B.iv. 2026 Fund Budget Reports

8.C. Establish 2026 Utility Rates

City Administrator Podhradsky presented this item to the Council.

Mayor Hubbard asked about the rates of other cities that are on the chart presented to the Council, and if those rates are the 2025 or the 2026 rates. City Administrator Podhradsky said those are other cities' 2025 rates. He said that Chaska's rates would be right in the middle of the other cities in comparison.

8.C.i. Adopt Ordinance 2025-1075 Establishing 2026 Electric Utility Rates

Motion by Councilmember Sheveland, second by Councilmember Hatfield to adopt Ordinance No. 2025-1075 establishing 2026 Electric Utility Rates.

Motion carried.

8.C.ii. Adopt Resolution 2025-86 Summary Publication of 2026 Electric Utility Rates

Motion by Councilmember Grau, second by Councilmember Hatfield to adopt Resolution 2025-86 Approving Summary Publication of Electric Ordinance 2025-1075.

Motion carried.

8.C.iv. Adopt Resolution 2025-87 Summary Publication of 2026 Water and Sewer Utility Rates

Motion by Mayor Hubbard, second by Councilmember Sheveland to adopt Ordinance No. 2025-1076 establishing 2026 Water and Sewer Utility Rates.

Motion carried.

Motion by Councilmember Hatfield, second by Councilmember Sheveland to adopt Resolution No. 2025-87 Approving Summary Publication of 2026 Water and Sewer Ordinance 2025-1076.

Motion carried.

8.C.v. Adopt Resolution 2025-88 Establishing 2026 Stormwater Utility Rates

Motion by Councilmember Hatfield, second by Mayor Hubbard to adopt Resolution No. 2025-88 establishing 2026 Storm Water Utility Rates.

Motion carried.

9. Bills

9.A. Accounts Payable Claims Roster 15-12-2025

Motion by Councilmember Sheveland, second by Councilmember Grau to approve the bills as presented. Roll call was taken. Voting aye: Councilmembers 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 15-12-2025

Councilmember Grau:

- Recapped the Chanhassen Winter Storm Basketball Classic last weekend.
- Reminded everyone about the upcoming Santa Parade (December 17) and to follow the route online.

Councilmember Sheveland:

- Recapped the St. Hubert's performance of The Wizard of Oz, and encouraged people to support it over the weekend.
- Reminded residents to watch out for kids that are out of school over winter break and will be sledding, or on ice skates in neighborhoods, and to drive carefully.

City Administrator Podhradsky:

- Shared that the ice-skating rink will be ready for kids over their winter break. He said the lakes are not safe to walk or skate on.
- He noted that he put a few options in the report for a retreat, and asked the Council to email him and let him know if those dates work for the retreat.
- He shared that the technical opening of the Public Safety building and getting the temporary CO should happen on the first of the year, but Public Safety will be moved into the building by the end of February.

Councilmember Hatfield:

- Shared that the Plaza designs that the Council saw at their last meeting were presented to the Downtown Business Alliance on Friday, and there was good feedback.
- Coffee with a Cop is on Wednesday at 10:30 a.m. (December 17) at the north McDonald's.
- Shared information regarding the upcoming events: Health and Wellness Expo (January 10) at the Community Center at 9:00 a.m., MLK Breakfast (January 19) at the Event Center, and Fishing Contest (February 14).
- Wished everyone Happy Holidays.

Mayor Hubbard:

- Shared that she met with Senator Coleman and toured the Public Safety building with the Fire Chief and an Officer, and when it becomes open to the public, it will be well-received.
- Recapped Heroes and Helpers that the Chaska Police Department puts on with support from Bountiful Basket, Chaska Lions, Chaska Rotary, Target, Latino Voices, Senior Living, and others helped out, and over 70 kids participated, and \$8,000 went through the checkout line.
- Recapped Hometown Holiday downtown last weekend, with the Gazebo Lighting at City Square Park.
- Recapped her meeting with the Scout Troop, where she talked about her job duties as an elected official.
- Recapped doing interviews with fifth graders for La Academia's Business Town, met with students from Southwest Christian over a DECA project that they were doing, and participated in a class video.
- Shared that the next Council meeting is on January 5, and wished everyone Happy Holidays to all those who celebrate in the community.

10.B. Financial Reports as of 10/31/2025

11. Adjourn

Motion by Councilmember Sheveland, second by Councilmember Hatfield to adjourn the meeting at 8:18 p.m.

Motion carried.