

- MINUTES -
CHASKA CITY COUNCIL
April 30, 2018

1. Call to Order

The meeting was called to order by Mayor Pro Tem Schulz at 7:00 pm.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Boe, Geisler, and Mayor Pro Tem Schulz.

Councilmembers absent: Mayor Windschitl and Councilmember Rohe.

Also Present: Matt Podhradsky, City Administrator and Matt Clark, City Engineer.

4. Adopt the Agenda

City Administrator Podhradsky noted the addition of Consent Agenda item K: Adopt Resolution No. 2018-55, Calling for a Public Hearing to Consider a Grant Application to the Minnesota Investment Fund (MIF) Program

Motion by Councilmember Boe, second by Councilmember Geisler, to adopt the agenda.
Motion carried.

5. Visitor Presentation

None.

6. Minutes

Motion by Councilmember Geisler, second by Councilmember Boe to approve the minutes of the April 16, 2018 City Council meeting.
Motion carried.

7. Consent Agenda

Councilmember Boe noted that it was nice to see Hot Spot Redevelopment on the agenda and moving forward again.

Mayor Pro Tem Schulz remarked that he was looking forward to seeing next steps with the Consent Agenda and the addition of item K with the potential grant possibilities for that site to get that item moving.

Councilmember Geisler inquired if Formacoat had applied to the state for a grant.

City Administrator Podhradsky replied that he was not sure if they had, but staff provided the application to them.

Mayor Pro Tem Schulz noted that Formacoat is a locally-owned company.

City Administrator Podhradsky stated that the owner of Formacoat, Mark Gross, lives on County Road 44 and that he is hoping to break ground sometime mid-summer.

Motion by Councilmember Boe, second by Councilmember Geisler to approve Consent Agenda items A through K:

- A. Adopt Resolution No. 2018-48, Approving Construction Documents for the 2018 Street & Utility Reconstruction Project and Authorizing Solicitation of Bids
Motion to adopt Resolution No. 2018-48 Approving Construction Documents for the 2018 Street and Utility Reconstruction Project and Authorizing the Solicitation of Public Bids
- B. Adopt Resolution No 2018-45, Awarding Bid for 2018 Overlay Program
Motion to adopt Resolution No. 2018-45 Awarding the Bid for the 2018 Overlay Program to Northwest Asphalt in the low bid amount of \$188,663.95
- C. Authorize Execution of the Carver County Landscaping Agreement
Motion to Authorize Execution of the Carver County Landscaping Agreement
- D. Adopt Resolution No. 2018-51, Establishing Compliance with Reimbursement Bond Regulations under the IRS
Motion to adopt Resolution No. 2018-51 Relating to Financing Certain Proposed Projects and Establishing Compliance with Reimbursement Bond Regulations under the Internal Revenue Code
- E. Cost Analysis for Chaska Fire Department Relief Association
Motion to Authorize the City Administrator/City Clerk to sign on behalf of the City a Request for a Cost Analysis of Retirement Coverage in the Statewide Volunteer Firefighter Retirement Plan
- F. Adopt Resolution No. 2018-52, Accepting the Petition for Public Improvements and Ordering Feasibility Study for Chaska Creek Center - Chaska Creek Way Phase 2 Street and Utility Improvements
Motion to adopt Resolution No. 2018-52 Accepting the Petition for Public Improvements over Outlot A in Chaska Creek Center and Ordering Preparation of the Feasibility Study for Chaska Creek Center – Chaska Creek Way Phase 2 Street/Utility Improvements
- G. Adopt Resolution No. 2018-53, Approving Transient Permit for Tiffany Zopfi, of FunFare-Global Street Eats
Motion to adopt Resolution No. 2018-53 Approving Transient Permit No. TRA.18-04 for Tiffany Zopfi of FunFare – Global Street Eats, of 404 Orme St. West, St. Paul, MN 55118 for the date of June 10th
- H. Approve Appointment of Park & Recreation Commission Chair and Vice- Chairperson
Motion to appoint Jonathan Grau as Parks & Recreation Commission Chairperson and to appoint Dave Roan as Parks & Recreation Vice-Chairperson
- I. Adopt Resolution No. 2018-54, Approving Solicitor Permits for 11 Representatives of Aptive Environmental
Motion to adopt Resolution No. 2018-54 approving Solicitor Permit Nos. SOL.18-08 through SOL.18-18 for 11 representatives of Aptive Environmental, located at 5251 West 73rd Street, Unit C, Edina, Minnesota, 55439, for the period of April 30, 2018, through September 30, 2018
- J. Adopt Resolution No. 2018-46, Calling for a Public Hearing for Establishment of TIF District No. 21/Hot Spot Redevelopment
Motion to adopt Resolution No. 2018-46 calling for a public hearing by the City Council on Monday, June 18, 2018, at approximately 7:00 pm, on the modification

of the Redevelopment Plan for Redevelopment Project No. 4, the establishment of Tax Increment Financing (Redevelopment) District No. 21 (Hot Spot Redevelopment), and the adoptions of a Tax Increment Plan therefor

- K. Adopt Resolution No. 2018-55, Calling for a Public Hearing to Consider a Grant Application to the Minnesota Investment Fund (MIF) Program

Motion to adopt Resolution No. 2018-55 Calling for a Public Hearing to Consider a Grant Application to the Minnesota Investment Fund (MIF) Program

Motion carried.

8. Public Assessment Hearing: Adopt Resolution No. 2018-49, Adopting the 2018 Street and Utility Reconstruction Assessment Roll

City Administrator Podhradsky introduced the item to the Council.

City Engineer Clark presented the schedule of the project to the Council.

A member of the audience addressed the Council regarding 310 Maple Street, property owned by his late father, and asked about the schedule of the project.

City Engineer Clark offered to discuss further details for the audience member if needed.

Mayor Pro Tem Schulz looked to clarify the dates that City Engineer Clark provided were for the entire project versus the streets that may be impacted.

Councilmember Boe shared his sentiment over the recent passing of the audience member's father.

City Administrator Podhradsky noted that the assessment hearings are held prior to the project and the City waits for 30 days after the assessment hearing in order for public objections to take place, if applicable. He stated that once those 30 days have passed, everything is put in place and the project can begin with funds in place.

Councilmember Boe commented that the numbers are reasonable price-wise.

City Administrator Podhradsky agreed and stated staff stayed very consistent with the downtown process and when that is finished, staff will examine how to adjust for inflation. Staff has attempted to keep the process for downtown streets as straightforward as possible.

Councilmember Geisler commented with all that goes into the process, this attempt for consistency was good.

City Administrator Podhradsky reported that staff is required to complete a special benefit analysis as part of this process which has to meet 20% of the project costs for the City to finance it. The special benefit analysis would show the City could not support more than that for an assessment. He stated this is a real challenge for cities for reconstructing roads and utilities because what it takes to actually do the project cannot be supported through an assessment based on the State's process. He explained this is why many cities have moved to special

improvement districts as opposed to special assessments. City Administrator Podhradsky commented that the City might want to consider doing this in the future but keeping consistency through the downtown process is wise.

Councilmember Boe noted a plus to getting them done consistently is that the pricing does stay the same.

Mayor Pro Tem Schulz opened the Public Assessment Hearing at 7:15 p.m.

Mayor Pro Tem Schulz closed the Public Assessment Hearing at 7:16 p.m.

Councilmember Boe stated it is great to see the process moving forward.

Mayor Pro Tem Schulz agreed.

Councilmember Geisler commented that the finished streets looked spectacular.

City Administrator Podhradsky noted an ancillary benefit to redoing the streets is that there has been a lot of rehab to houses in those neighborhoods.

Mayor Pro Tem Schulz commented that this adds consistency to the downtown area.

Councilmember Geisler stated that because of the condition of the infrastructure, this project was necessary and will increase the longevity of the utilities.

Councilmember Boe inquired if staff has noticed a decrease in water usage.

City Engineer Clark reported the downtown sanitary sewer utilities are very aged and explained the City does pay-rate through Metropolitan Council for amount of sewer flow pumped annually. He reported the City has received grants due to upgrades which are reducing the amount of infiltration through the utility systems.

Motion by Councilmember Boe, second by Councilmember Geisler to Approve Resolution No. 2018-49, Adopting the Special Assessment Roll for the 2018 Street and Utility Reconstruction Project.

Motion carried.

9. Public Assessment Hearing: Adopt Resolution No. 2018-50, Adopting the Bavaria Downs Improvements Assessment Roll

City Administrator Podhradsky introduced the item to the Council.

Councilmember Boe inquired if the cost listed is the total cost for the turn lane.

City Administrator Podhradsky replied that Bavaria Downs is paying 100% and the tax abatement payments coming annually help lower that, but anything the tax abatement does not cover is paid by them.

Councilmember Geisler inquired if Bavaria Downs already knew about that.

City Administrator Podhradsky stated that they did. He commented that staff have been working directly with them and their first scheduled event is the last weekend in July or first weekend in August.

City Engineer Clark reported that what is being levied this evening is the total maximum assessment amount and once construction is finished, there is a potential for reduced assessment depending on the total project costs. He stated tonight the Council needs to decide whether or not to approve the assessment based on costs and the feasibility study. This may then come back to the Council this fall or next spring to readjust the assessment, if appropriate.

Mayor Pro Tem Schulz commented they are maxing out number and capability, and then cutting back if needed.

Mayor Pro Tem Schulz opened the Public Assessment Hearing at 7:23 p.m.

Mayor Pro Tem Schulz closed the Public Assessment Hearing at 7:24 p.m.

Motion by Councilmember Geisler, second by Councilmember Boe to Adopt Resolution No. 2018-50, Adopting the Special Assessment Roll for the Bavaria Downs Trunk Water Main Extension and Bavaria Road Turn Lane Improvements.
Motion carried.

10. Adopt Resolution No. 2018-47, Accepting Donation from Ridgeview Medical Center for Improvements to Veteran's Park

City Administrator Podhradsky introduced the item to the Council.

Councilmember Boe expressed thanks to Mike Phelps and everyone at Ridgeview.

Mayor Pro Tem Schulz commented the City will be able to utilize those funds toward improvements in the area and within the City. He inquired about the status of the building on site.

City Administrator Podhradsky stated the county bought it and is now going through the design process for the addition and remodel, so this work will likely occur next year.

Councilmember Geisler commented it looked like they have begun the decking work at Veteran's Park.

City Administrator Podhradsky stated the patio area will hang over the water and the posts to support that are being put in at this time. Once completed they will move on to the memorial and likely finish that around July 4th.

Mayor Pro Tem Schulz inquired when the pavilion will be finished.

City Administrator Podhradsky replied it will likely be done prior to the memorial, but the park will be closed to rentals this summer. He stated the pavilion will likely be completed within the month.

Councilmember Geisler asked if the archery range will be done then as well and if there are plans for programming.

City Administrator Podhradsky stated there will be programming and people will be able to rent the shelter.

Mayor Pro Tem Schulz commented that the previous range had an open-public format and the addition of programming will be beneficial.

City Administrator Podhradsky stated the range will still be open, but there will be programs available as well.

Mayor Pro Tem Schulz stated they will likely have to post a schedule at the archery range.

Motion by Councilmember Boe, second by Councilmember Geisler to adopt Resolution No. 2018-47, Accepting a donation of \$160,000 from Ridgeview Medical Center and indicating that these funds will be utilized to supplement the budget for the improvements to Veteran's Park.
Motion carried.

11. Bills

Motion by Councilmember Geisler, second by Councilmember Boe to approve the bills. Roll call was taken. Voting aye: Councilmembers Geisler and Boe, and Mayor Pro Tem Schulz. Voting nay: None.

12. Other Business

A. City Administrator's Biweekly Report – Received

B. Draft Minutes of the April 11, 2018 Planning Commission

C. Draft Minutes of the April 9, 2018 Park Board

Councilmember Geisler

- Noted that Christmas in May is on Saturday, May 5th. Volunteers can show up at Guardian Angels in the school gym at 7:30 am. They will be working on two single-family homes and two mobile homes in Riverview Terrace.
- Reminded the Council that Spring cleanup for yard debris on Saturday, May 5th from 8 am until 2 pm. People can bring yard debris to the old Building Center site. City Administrator Podhradsky stated that there will be signage for this event. Councilmember Boe clarified that yard waste must be in biodegradable bags.
- Reported that the Cubs lead off party was on Saturday, April 28th and had a good turnout.

- Reported that City Square West had another task force meeting. A hotel study was done but it does not look to be viable. City Administrator Podhradsky stated this study was not only in Chaska but in Chanhassen, Eden Prairie, and Shakopee. The post office will be kept downtown but will not need such a big site, so it will be worked into that block. There will be retail there as well as high-end townhomes and condos. Councilmember Boe mentioned the new library will be there, but City Administrator Podhradsky stated that two task force meetings have occurred and their feedback has indicated this is a highly desirable commercial site, and perhaps a second site for the library should be looked at. The county library system would prefer not to be on that site because the busyness of the site could cause parking issues with library programming. They are a stand-alone building which allows for more outdoor programming and they are a destination spot and should be in the downtown core, so whether in this site or a block away, it has the same impact. One of the directions the task force had for staff was to look for other potential sites for the library. Mayor Pro Tem Schulz inquired if there were areas in mind. City Administrator Podhradsky stated that there are four to five downtown sites that could work and are in the vetting process. He stated it is easier financially to deal with projects on two separate sites, primarily because the library is a tax-exempt use. He commented the plans are great, and there has been really good feedback through it. City Administrator Podhradsky also explained there will be work sessions with the Council and Planning Commission, and a public open house, but prior to that point the task force wanted to vet all options. Mayor Pro Tem Schulz expressed his excitement to see the plans and also his concern that the area might not be able to support all that retail. City Administrator Podhradsky explained in this plan the retail space is less than 10,000 square feet, and about one-third of the site has a public plaza area that will be a programmable space for activities for programs or outdoor seating for dining. He also commented that the study indicated a restaurant could be viable, especially with the public amenities. He reported that the task force is unified and broadly represented. Councilmember Geisler stated the underground parking design for this project could help the parking issue downtown and to retain the downtown look. Councilmember Boe inquired if there is a partnership with Southwest Transit. City Administrator Podhradsky replied it was not likely in this plan, but Southwest Transit is on the task force to look at it. He stated that there is a lot of public process to do and staff is in the process of meeting with the property owners and tenants. Once that process is completed, more of the general information from the task force will be on a project website as part of the city website. Mayor Pro Tem Schulz inquired if there would be something in place in time for River City Days. City Administrator Schulz indicated plans would be ready for that and for Fire and Ice to be able to get feedback. Councilmember Geisler stated there cannot be any turnoffs off Highway 41 because of its upcoming reconstruction. Councilmember Boe clarified that side streets would be used instead. Councilmember Geisler stated if the new library is not put in that site, it might enable more retail to go in and increase the tax base which will help downtown. Mayor Pro Tem Schulz reiterated his concern for the amount of retail there and the impact it will have on the other areas of town. City Administrator Podhradsky stated the key is having retail that is going to compliment the downtown and something that can be implemented and target certain types of retail. Councilmember Geisler mentioned staff has been working with a group that specializes in this and been informing the task force. City Administrator Podhradsky

stated it is a lot of information gathering to determine what is feasible and what is not. Councilmember Geisler commented they all seem to like the plaza in the center with a view of the gazebo across the street and the project is coming along. She stated they need some definitive answers for possible relocation of the library. Councilmember Boe commented that the one of the concerns was to make sure there was plenty of space for the library to be adequately sized and this may be a way to ensure that. Councilmember Geisler reported that keeping the post office downtown is critical and she looks forward to getting the plans out to the public for comments. Mayor Pro Tem Schulz commented that he thinks people are excited to see what is happening with City Square West.

Councilmember Boe

- Noted that Highway 41 over the river will not close, so Highway 41 south of downtown should remain open, but closures are coming for Highway 41 north of downtown. City Administrator Podhradsky stated work will begin this week between Hundertmark Road and Highway 212 and traffic will still move through this area but cause more issues there. Councilmember Geisler stated trees will be taken down and inquired about a leaning power pole. City Administrator Podhradsky replied he believed they were using that for a camera for the project. He also stated after school is out, the section between Hundertmark Road and Pioneer Trail will be closed. He commented that people agree this work is needed and are already planning alternate routes. Councilmember Boe inquired if there are official detours being publicized. City Engineer Clark stated that the official detour will be Highway 212, Powers, to north of Pioneer for regional truck activities. Mayor Pro Tem Schulz inquired if staff is anticipating potential issues. City Administrator Podhradsky stated they are anticipating issues and the Police Department has been working with MNDOT and Carver County to identify those issues. He stated after the first few days, people figure out their routes. Councilmember Geisler stated on the Carver County website for that project there are proposed detours, and people can sign up for alerts. City Administrator Podhradsky stated there are signs for that link on Hundertmark Road. Councilmember Boe looked to clarify the project schedule. City Engineer Clark stated the closure is from June until August for the section between Pioneer and Hundertmark Road and they have implemented some things with the project to incentivize the contractor for an early completion as well as having some things in place to disincentives for not doing so.

City Administrator Podhradsky

- Noted there is no meeting next Monday, May 7th so the next meeting is Monday, May 20th. There will be a work session before that on the final recommendations for the Wayfinding Signage. Mayor Pro Tem Schulz expressed his excitement for the Wayfinding Signage project. City Administrator Podhradsky stated staff will be proposing a pilot project with colorful loops on the trails to see how people use it and what kind of comments they have. Councilmember Boe inquired if there were updates on progress with funding for repairing and opening the MN Bluffs Regional Trail. City Administrator Podhradsky stated the County is working out an agreement with Hennepin County Rail Authority for Hennepin County to deed over to Carver County Rail Authority that section of trail repaired and he would check to see where they are with that. Mayor Pro Tem

Schulz discussed the benefit of that trail system taking users all the way downtown. City Administrator Podhradsky reported that Three Rivers Park District has been going through cut backs and expenditures and have thus focused their service toward the core of their population.

- Noted that he and Assistant Administrator Kabat would be at their annual conference on May 2nd through May 4th.

City Engineer Clark

- Noted at Firemen's Park, the master layout for the parking lot is currently under construction and scheduled to be completed in June. Councilmember Boe inquired how many parking spots were gained. City Engineer Clark stated there were about 30 new spots. He also stated Public Works is getting underway with a landscaping project on Highway 61 with trees and other treatments going in the medians in the next few weeks. Mayor Pro Tem Schulz inquired if the project would be completed in June, and City Engineer Clark confirmed it would be finished about the first week of June.

Mayor Pro Tem Schulz

- Inquired if there was any new information regarding the dog parks. City Administrator Podhradsky stated staff is going through the site analysis process and planning for a final recommendation coming back in the summer. Mayor Pro Tem Schulz inquired if the recommendation would come back to a group work session or go directly to Park Board. City Administrator Podhradsky explained it would go through the Park Board with a recommendation coming back to the Council about mid-July. He stated there will be a public input process which might slow the timeline down a bit. He commented that the feedback has been positive for this.
- Inquired about street cleanup. City Administrator Podhradsky stated street cleanup is happening right now and takes about three weeks to complete.

13. Adjourn

Motion by Councilmember Boe, second by Councilmember Geisler to adjourn the meeting at 8:05 pm.

Motion carried.