



CITY COUNCIL MEETING MINUTES

August 04, 2025 at 6:30 PM

7701 County Road 110 West Minnetrista, MN 55364

1) CALL TO ORDER

Mayor Whalen called the meeting to order at 6:30 p.m.

a) Pledge of Allegiance

b) Introductions: City Council: Mayor Lisa Whalen, Claudia Lacy, Peter Vickery, Brian Govern
Staff: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Community Development Director David Abel, Director of Public Safety Craig Squires, Director of Public Works Gary Peters and City Clerk Ann Meyerhoff
Consultants: City Attorney Sarah Sonsalla, Kennedy & Graven and City Engineer Alyson Fauske, WSB Engineering

Absent: Council Member Cathleen Reffkin.

c) Approval of Agenda

Motion made by Councilmember Lacy, Seconded by Councilmember Vickery to approve the agenda.

Voting Yea: Mayor Whalen, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

2) SPECIAL PRESENTATIONS

a) Lake Minnetonka Conservation District (LMCD) Update - Michael Kirkwood

Mike Kirkwood presented an update on the Lake Minnetonka Conservation District

b) Recognition of Service to City of Minnetrista

Mayor Whalen presented a certificate of recognition to Brad Carlson for 20 years of service with Minnetrista Police.

3) PERSONS TO BE HEARD

4) CONSENT AGENDA

a) Approve Work Session Meeting Minutes from July 14, 2025

b) Approve City Council Regular Meeting Minutes from July 14, 2025

c) Res. No. 69-25 Approve Claims

Motion made by Councilmember Vickery, Seconded by Councilmember Govern to approve the Consent Agenda.

Voting Yea: Mayor Whalen, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

5) PUBLIC HEARINGS

6) BUSINESS ITEMS

a) North Pointe at Halsted Bay

- i) Res. No. 70-25 Approving Preliminary Plat
- ii) Ordinance 501 Rezoning to Planned Unit Development
- iii) Res. No. 71-25 Authorizing Publication of Ordinance 501 by Title and Summary

Community Development Director Abel presented a preliminary plat application for a proposed residential development consisting of 15 single-family homes and 45 condominium units located near the intersection of Halstead Avenue and County Road 110 West. The site, formerly a trailer park, has remained vacant for several years.

The application includes a request to rezone the property to a Planned Unit Development (PUD). The proposed development aligns with the city's 2040 Comprehensive Plan, which anticipates a similar scale of development at this location.

As part of the proposal, public improvements are planned for Halstead Avenue, including upgrades to both the north-south and east-west segments. Additionally, a new private east-west road will be constructed to serve the single-family homes.

The Park Commission reviewed the proposal in April and recommended a cash-in-lieu-of-land option for park dedication. In July, the Planning Commission voted 4-0 to recommend approval of the preliminary plat and rezoning, forwarding 20 conditions outlined in the staff report.

Staff recommends approval of the preliminary plat and rezoning request, noting supporting memos with additional conditions to guide the applicant toward final plat approval.

Dean Davolix, DGR Architecture, Minneapolis, MN, shared a presentation which included:

Project Overview:

- The focal point of the development is a community-accessible boathouse.
- Three housing types are included: single-family homes, townhomes, and condominiums.
- Homes to be built by Lucid Builders and Charles Cudd.
- Underground parking for all units except limited guest parking.
- Emphasis on native landscaping, minimal hardscape, and preservation of green space.
- Additional stormwater retention ponds added to address runoff concerns, with support from WSB and city staff.
- The site will include a mix of 9-, 12-, and 24-unit buildings, built with natural materials (stone, metal, brick).
- A landscape plan was shared, highlighting sustainability and minimal disturbance to the natural environment.
- Marketing & Community Response:
 - Tonya Kurtz and Ben Hahn (real estate team) reported significant public interest following marketing efforts through *Artful Living* magazine.
 - Strong response from a wide demographic range, appreciating the "resort-style" living concept, access to Lake Minnetonka, and low-maintenance lifestyle.

- Positive feedback from both the public and real estate community on the variety and quality of housing.

Council Discussion:

- The council inquired about:
 - Number of builders involved (Lucid and Charles Cudd confirmed).
 - The project's ability to meet all 20 city requirements, including stormwater management and age diversity (confirmed by Dean Davolis).
- Council members expressed support, especially appreciating:
 - Variety in housing types (as Minnetrista is predominantly single-family homes).
 - Addressing previous stormwater concerns.
 - Overall quality and planning of the proposed neighborhood.

Motion made by Councilmember Lacy, Seconded by Councilmember Vickery Approving Resolution 70-25, Granting Preliminary Approval of the Plat of North Pointe at Halsted Bay.

Voting Yea: Mayor Whalen, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

Motion made by Councilmember Vickery, Seconded by Councilmember Govern Approving Ordinance No. 501 Amending the Minnetrista City Code by Amending the Official Zoning Map of the City of Minnetrista.

Voting Yea: Mayor Whalen, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

Motion made by Councilmember Govern, Seconded by Councilmember Lacy Approving Resolution 71-25, Authorizing Publication of Ordinance No. 501 by Title and Summary.

Voting Yea: Mayor Whalen, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

b) Approve Quote for Security Camera and Access Control Solicitation

City Administrator Kruggel summarized the project and quotes received.

- The city's current security camera system, installed in 2018, is reaching end of life
- Initial replacement plans estimated costs over \$250,000, Council gave direction to staff to reevaluate other vendors looking for a lower price point
- Multiple vendors were consulted, and the scope of the project was refined to focus on actual needs and remove unnecessary components.
- The project includes:
 - Replacement of existing cameras at City Hall and the Public Safety Building
 - Addition of cameras at several Public Works facilities, including:
 - Sunnyfield Tower
 - Campus Public Works Building

- Well #3
- North & South Treatment Plants
- Southwest Water Tower

Bids Received:

- Security 101
- USA Security
- Grove Security
- Loeffler (current IT and phone system vendor)
- All bids were close in price; Loeffler submitted the lowest bid at \$137,399.73.

System Details:

- The new system will use different hardware/software but meets all operational needs, including:
 - Cloud-based access
 - Notification features for remote sites
- Ongoing cloud hosting fee:
 - ~\$15.99 per device per month
 - Total monthly cost estimated at ~\$1,600
 - Equipment life expectancy: ~10 years, with routine maintenance and replacement built into future budgets.

Funding:

- The purchase will be financed through an equipment certificate, likely paired with a bond sale in January.
- Costs will be allocated across relevant departments and budgets.

Motion made by Councilmember Vickery, Seconded by Councilmember Govern Approving the quote from Loeffler totaling \$137,399.73 and authorizing Staff to commence with the project.

Voting Yea: Mayor Whalen, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

- c) 2026 Street Improvement Project - Receive the Feasibility Report and Call the Public Hearing
 - i) Res. No. 72-25 Receiving Feasibility Report for the Proposed 2026 Street Improvement Project
 - ii) Res. No. 73-25 Calling for Public Hearing for the Proposed 2026 Street Improvement Project

Emily Brown, WSB, provided an overview of the proposed 2026 Street Improvement Project. The project includes various streets: Game Farm Road (between County Roads 26 and 110), Lakeside Drive, Lakeside Circle, Pinnacle Way, Saunders Lake Drive (North and South), Basswood, Walnut, Cherrywood, Willow, Maple, and Cedar.

The project's primary scope is mill and overlay, addressing surface stripping and cracking. Pavement cores indicate most underlying pavement is sound, though some areas—particularly on Basswood Drive and parts of Game Farm Road—require full-depth pavement replacement.

No changes are proposed to street widths. Minor curb repairs and drainage improvements are planned, and ADA-compliant pedestrian ramp upgrades will be included on Saunders Lake Drive North and West Edge Boulevard.

Trail mill and overlay work is proposed for Saunders Lake Drive North and West Edge Boulevard as a bid alternate, dependent on final pricing.

The Public Works Department is reviewing manholes for condition and potential I&I barrier needs. Spray lining is being considered as a cost-effective alternative to full rebuilds.

Estimated project cost is approximately \$2.9 million, including \$25,000 for trail work. Of that:

~\$740,000 will be funded through state aid for eligible portions of Game Farm Road.

~\$150,000 will be covered by special assessments, estimated at \$10,000 per property. Although the actual 50% cost share may be closer to \$16,000 per property, the city proposes to maintain its historical assessment cap of \$10,000.

The remaining ~\$2 million will be funded by the City.

Discussion was held on whether the project will proceed under Chapter 429 or 475, depending on whether the assessment portion meets the required 20% threshold for Chapter 429. Staff is currently verifying this.

A neighborhood meeting was held on July 14. Council accepted the feasibility report and discussed project details. A public hearing is proposed for September 3, after which the Council may choose to authorize plans and specifications.

Motion made by Councilmember Lacy, Seconded by Councilmember Govern
Approving Resolution NO. 72-25, Receiving Feasibility Report and to the Proposed 2026 Street Improvement Project.

Voting Yea: Mayor Whalen, Councilmember Vickery, Councilmember Lacy,
Councilmember Govern

Motion made by Councilmember Vickery, Seconded by Councilmember Lacy
Approving Resolution 73-25, Calling for Public Hearing for the Proposed 2026 Street Improvement Project.

Voting Yea: Mayor Whalen, Councilmember Vickery, Councilmember Lacy,
Councilmember Govern

d) Gillespie Center Funding Request Discussion

1. Gillespie Center Funding Request:

- The Gillespie Center submitted a request to the City of Minnetrista for \$10,166 in funding.
- The request came after direction at the previous council meeting for Executive Director Rhonda Nelson to bring forward specific funding needs.
- The funding is intended to support programming and operational expenses at the center, which serves seniors and the wider community.

2. Council Member Lacey's Advocacy:

- Councilmember Lacey passionately advocated for the center, citing personal involvement and the positive changes made over the past few years:
- A new director (Rhonda Nelson) and board president (Karen Schmidt DiLorenzo) brought revitalization.
- The building received a visual facelift, helping raise awareness and reduce stigma.
- The center offers vital community services: Tai Chi, senior support, food shelf access, youth involvement, Men's Shed, and social programs.

3. Concerns from Mayor and Council:

- Mayor and other council members expressed:
- Appreciation for the Gillespie Center's impact but emphasized budgetary constraints.
- Concern that approving 2025 funding would require budget cuts elsewhere.
- Noted that the center is currently breaking even financially, so the request wasn't urgent for this year.
- Cited historical context: a \$3M endowment was a goal from past funding rounds, but was not reached.
- Asked for clarity on how the center plans to achieve a new \$4M endowment target.

4. Executive Director Rhonda Nelson's Input:

- The center is currently financially stable and no longer drawing from its endowment.
- Fundraising efforts and operational efficiencies are underway.
- A low-risk investment strategy is currently being used.
- Rental fees have recently increased to support financial goals.
- Many programs are free or low-cost to ensure accessibility.

5. Community Member Input:

- A community member, Lyle Shaw, spoke in support of funding, emphasizing:
 - The aging population (14% of Minnetrista's residents).
 - The low per-capita cost of supporting such a vital resource.
 - The increased community engagement under current leadership.

Council Decision:

- Initial motion was made by Councilmember Lacey to allocate \$20,000 for 2026 funding.
- This motion did not proceed due to concerns over doubling the original ask.

Motion by Lacy, seconded by Govern to allocate \$ 10,166 to the Gillespie Cener in the 2026 city budget with a performance check-in\review during the year to evaluate fundraising progress and long-term planning and the understanding that further support in 2027 will be revisited during the budget planning process.

Voting Yea: Mayor Whalen, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

Takeaways:

- The City Council acknowledged the Gillespie Center's community value.
- Funding will begin in 2026 due to current budget limitations.
- Council seeks more structured financial planning and long-term vision from the center before committing to future or increased funding.
- The Gillespie Center remains a priority for many on the council, with ongoing oversight expected.

7) ADMINISTRATIVE ITEMS

a) Staff Reports

Administrator Kruggel updated Council on a few projects that Public Works has been doing including a stairway on Loring Drive

National Night Out Tomorrow, August 5, 2025.

b) Council Reports

i) Mayor Lisa Whalen

ii) Cathleen Reffkin - Absent

iii) Claudia Lacy

iv) Peter Vickery

v) Brian Govern

8) ADJOURNMENT

Motion made by Councilmember Govern, Seconded by Councilmember Vickery to adjourn the meeting at 8:01 p.m.

Voting Yea: Mayor Whalen, Councilmember Vickery, Councilmember Lacy, Councilmember Govern