



## CITY COUNCIL WORK SESSION MINUTES

May 04, 2026 at 5:00 PM

7701 County Road 110 West Minnetrista, MN 55364

*Pursuant to Minnesota Statutes, section 13D.02, one or more council members may participate remotely.*

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### 1) CALL TO ORDER

Mayor Whalen called the meeting to order at 5:01 p.m.

Council Present: Mayor Whalen, Councilmembers Reffkin, Vickery (Remote), Lacy, Govern. Staff; City Administrator Kruggel, Assistant City Administrator Bauman, Community Development Director Abel, Public Works Director Peters (Remote), Director of Safety Squires, City Clerk Meyerhoff (Remote), City Engineer Fauske, City Attorney Sonsalla

### 2) DISCUSSION ITEMS

#### a) 2050 Comprehensive Plan Update

Community Development Director Abel presented an overview of the required 2050 Comprehensive Plan update process, noting that Minnesota state law requires all metropolitan communities to update and submit plans to the Metropolitan Council by December 31, 2028. Staff recommended continuing with WSB & Associates as the city's consulting partner for the update, citing their familiarity with the city, prior work on the 2040 plan, and the efficiencies and cost savings associated with retaining the current engineering consultant. Council members discussed the uncertainty surrounding potential state housing legislation and Metropolitan Council growth requirements, including concerns about mandated housing density and how future legislation could impact local zoning and planning authority. Staff explained that, despite uncertainties, the city must begin preparations due to the extensive scope of the comprehensive planning process and associated budgeting timelines.

Discussion also focused on the anticipated changes between the current 2040 Comprehensive Plan and the future 2050 plan. Staff and consultants explained that updated Metropolitan Council requirements will likely include expanded considerations for water resources, climate planning, watershed management, transportation planning, sewer infrastructure, and future growth areas. Council members expressed concerns about projected population growth expectations, required housing unit allocations, and preserving the city's rural character while accommodating development. It was noted that the comprehensive plan serves as a framework for directing future growth, infrastructure extensions, and land use decisions, while also ensuring compliance with Metropolitan Council requirements necessary for future sewer permitting and development approvals.

The Council discussed formation of a Comprehensive Plan Steering Committee to guide the planning process. Staff recommended a seven-member committee that would likely meet monthly prior to Planning Commission meetings, with occasional additional meetings if necessary. Council members discussed challenges related to

recruiting volunteers for boards and commissions but generally supported moving forward with a committee structure consisting of Planning Commission representatives, Council members, and residents-at-large. The Council also discussed creating an application process for residents interested in serving on the committee. Preliminary consensus supported requesting a proposal from WSB & Associates, scheduling steering committee meetings on Mondays before Planning Commission meetings, and continuing discussions regarding final committee composition and participation.

b) Woodland Cove Crosswalk/Pedestrian Feature Discussion

City Engineer Fauske presented follow-up information regarding a resident request discussed at the March 23 Council meeting concerning pedestrian safety improvements near the Woodland Cove Boulevard and Lotus Drive intersection by the neighborhood pool area. After conducting a technical review, staff determined that installation of a four-way stop is supported based on sight distance and roadway design considerations. Staff also recommended adding a marked crosswalk at the location due to high seasonal pedestrian activity. In addition, Public Works received a separate request to replace the existing pedestrian crossing signs at the regional trail crossing on Woodland Cove Boulevard with LED push-button pedestrian crossing signs, and staff included preliminary cost estimates for Council consideration.

Staff estimated the cost for the requested improvements, including ADA-compliant curb ramps, stop signs, temporary “stop ahead” signs, striping, and related work, at approximately \$2,500 plus several hundred dollars for pavement striping. The proposed LED pedestrian crossing signs were estimated at over \$6,000. Council members discussed the costs and design options for the LED signs, including concerns about visibility and preferences for flashing bar-style signs rather than perimeter lighting. Public Works Director Peters indicated they would research alternative sign options and pricing.

Council generally supported installation of the four-way stop, crosswalk, ADA curb ramps, and associated signage at city expense. Council also directed staff to contact the Woodland Cove HOA regarding a potential cost-sharing arrangement for the upgraded LED pedestrian crossing signs, noting that the improvements would primarily benefit neighborhood residents. Staff confirmed the crossing remains under city jurisdiction at this time, as the trail has not yet been turned over to Three Rivers Park District. Staff was directed to proceed with the recommended improvements and return with additional information regarding alternative pedestrian crossing sign options and possible HOA participation.

c) Joint Letter about Roundabouts with St. Bonifacius

Staff presented a proposed joint letter to MnDOT regarding planned intersection improvements along Highway 7. The letter, which would be signed by the Mayor and potentially the Mayor of St. Bonifacius, requests that MnDOT consider relocating a planned roundabout currently proposed for the County Road 92 and Highway 7 intersection to the Wildwood Avenue/Hunters Trail and Highway 7 area instead. Staff explained that the purpose of the letter is to encourage MnDOT to engage in further discussion with the cities regarding whether relocating the project would better address existing traffic and safety concerns.

Council discussion focused on the existing conditions at both intersections. Members noted that County Road 92 and Highway 7 already contain a signalized intersection with turn lanes, while the Wildwood Avenue and Hunters Trail access points create more significant operational and safety concerns along Highway 7. Council members also noted that large commercial vehicles frequently use Wildwood Avenue to access County Road 92, resulting in heavy truck traffic through nearby residential areas in St. Bonifacius. The proposed roundabout relocation would potentially improve traffic flow and safety for both communities.

Council members expressed support for the proposed letter and agreed that requesting MnDOT to evaluate the Wildwood/Hunters Trail location for a roundabout was appropriate. It was noted that MnDOT could still choose to pursue improvements at both locations if funding allowed, but the cities wished to advocate for consideration of the Wildwood/Hunters Trail area as a higher priority. Consensus was reached directing staff to finalize and submit the joint letter to MnDOT.

d) Fire District Resolution with St Bonifacius

Staff presented a proposed resolution regarding the potential formation of a fire district with the City of St. Bonifacius. Staff explained that the resolution is similar in structure to previous joint powers agreement documents involving Mound, St. Bonifacius, and Spring Park, but in this case would focus specifically on creating a fire district model for the area currently served by the St. Bonifacius Fire Department within Minnetrista. The proposed resolution would not formally establish the district, but instead indicate City Council's support for continuing to examine and develop the concept further.

Staff noted that preliminary discussions had already occurred involving city representatives and elected officials from both communities. If supported, the next steps would involve staff from both cities and Fire Chief Eric Anderson working through operational and governance details, likely with assistance from the State Fire Marshal's Office, which has previously participated in regional fire service discussions. The long-term intent would be to potentially allow other communities, including Mound and Spring Park, to join the district in the future if circumstances and timing become favorable.

Council members discussed the resolution language and clarified that references to a joint powers agreement should instead refer specifically to the fire district concept. Overall, Council expressed support for continuing to explore the fire district option with St. Bonifacius and agreed the resolution should be brought back for formal consideration at a future City Council meeting. Staff acknowledged that additional meetings and planning work would be required as the process moves forward.

e) Closed session pursuant to Minnesota Statutes Section 13D.05, subdivision 3(b), attorney-client privilege, to discuss pending litigation - City of Minnetrista v. 1205 Sunnyfield LLC, et. al., Court File No. 27-CV-24-5609

Motion by Reffkin, seconded by Govern to enter into Closed Session pursuant to Minnesota Statutes Section 13D.05, subdivision 3(b), attorney-client privilege, to discuss pending litigation - City of Minnetrista v. 1205 Sunnyfield LLC, et. al., Court File No. 27-CV-24-5609 at 5:37 p.m. Roll Call Aye. Motion passed 5-0.

Motion by Reffkin, seconded by Lacy to close the closed session at 6:05 and add the settlement agreement to Consent Agenda for the City Council Meeting. Roll Call Aye. Motion passed 5-0.

**3) ADJOURNMENT**

Motion by Lacy seconded by Govern to adjourn the meeting at 6:06 p.m. Roll Call Aye. Motion passed 5-0.

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Lisa Whalen, Mayor

ATTEST:

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Ann Meyerhoff, City Clerk