



CITY COUNCIL MEETING MINUTES

March 16, 2026 at 6:30 PM

7701 County Road 110 West Minnetrista, MN 55364

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

1) CALL TO ORDER

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

- a) Pledge of Allegiance
- b) Introductions: City Council: Acting Mayor Cathleen Reffkin, Claudia Lacy, Peter Vickery, Brian Govern Staff: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Community Development Director David Abel (Remote), Director of Public Safety Craig Squires, Assistant City Administrator Paula Bauman, Director of Public Works Gary Peters and City Clerk Ann Meyerhoff (Remote) Consultants: City Attorney Sarah Sonsalla, Kennedy & Graven (Remote) and City Engineer Alyson Fauske, WSB Engineering Absent: Mayor Lisa Whalen

- c) Approval of Agenda

Motion made by Councilmember Vickery, Seconded by Councilmember Govern to approve the agenda as presented.

Voting Yea: Acting Mayor Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern Absent: Mayor Whalen

2) SPECIAL PRESENTATIONS

- a) Kevin Anderson Hennepin County Commissioner Update

The County Commissioner provided an update on Hennepin County's current financial and operational challenges. The county is facing significant federal cost shifts, including cuts to SNAP, HUD, and Medicaid, totaling over \$150 million, in addition to ongoing structural deficits in the Hennepin County Medical Center (HCMC). These pressures have resulted in budget reductions, including elimination of approximately 250 positions, and are prompting consideration of a 1% sales tax to help sustain the hospital system. The Commissioner emphasized efforts to audit providers, prevent fraud, and ensure efficient use of resources, while advocating for modernization of outdated state-administered systems that hamper service delivery. Despite these challenges, the county continues infrastructure projects such as the Westonka Library and road maintenance, while working with law enforcement to contain costs and maintain public safety. The Commissioner also highlighted initiatives to support families with rare conditions through awareness campaigns and affirmed the county's commitment to providing mandated services responsibly.

- b) 4th quarter 2025 Financial Update

The Acting Mayor and Council were briefed on the city's annual audit, with auditors present remotely. Preliminary results indicate that the city's revenues and expenditures were closely aligned with the budget. The general fund expenditures were budgeted at approximately \$6.9 million and actual spending closely matched this target, while revenues were slightly below projections by \$25,000, representing less than 0.5%

variance. The general fund balance remains strong at approximately \$2.94 million, or roughly 39% of budgeted expenditures, within the city's policy target of 35–50%. Council discussed higher costs in 2025 for administration, police, and legal services, primarily due to one-time items such as a retirement payout, ongoing legal matters, and the occurrence of a 27th payroll. The city's current cash and investments across all funds total approximately \$13.7 million. The Land Use Agency fund was explained as a self-contained fund for development-related deposits and fees, ensuring that development costs are covered by applicants. Council expressed satisfaction with the city's financial management and fund balances. No additional questions were raised.

3) PERSONS TO BE HEARD

Kurt Schneider, a resident of Woodland Cove at 6654 Wildfire Way, addressed the council regarding pedestrian safety improvements in his neighborhood. He highlighted two specific locations on Woodland Cove Parkway: the intersection of Bellflower and Lotus Drive, where he recommended a four-way stop and marked pedestrian crosswalks due to increased residential development, bus traffic, and summer activity; and a nature trail crossing west of Bluestem, where he suggested enhanced signage or a pedestrian-activated warning system to improve visibility, especially during dusk and when trees obscure sightlines. Council agreed to add both items for further discussion at an April work session, with potential input from city engineering and the Woodland Cove homeowners association.

4) CONSENT AGENDA

- a) Approve Strategic Planning Meeting Minutes from February 26, 2026
- b) Approve Joint Council Meeting Minutes from February 26, 2026
- c) Approve Work Session Meeting Minutes from March 2, 2026
- d) Approve City Council Regular Meeting Minutes from March 2, 2026
- e) Res. No. 28-26 Approve Claims
- f) Res. No. 29-26 Approve Woodland Cove Water Treatment Plant Change Order No. 01 for Architectural Precast Exterior Modifications
- g) Res. No. 30-26 Approve Repairs to Public Works Aerial Lift Truck Boom System

Motion made by Councilmember Lacy, Seconded by Councilmember Govern to approve the Consent Agenda as presented.

Voting Yea: Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

5) PUBLIC HEARINGS

- a) 2026 Street Improvement Project - Assessment Hearing and Award Contract
 - i. Res. No. 31-26 Adopt Assessment for the 2026 Street Improvement Project, City Project No. 01-26
 - ii. Res. No. 32-26 Award a Contract for the 2026 Street Improvement Project, City Project No. 01-26

The council held an assessment hearing for this year's street improvement project, which includes mill-and-overlay work on most streets, with full-depth replacement on select sections of Game Farm Road, Basswood Drive, N. Saunders Lake Drive, and West Edge Boulevard. Minor utility improvements, including inflow/infiltration barriers

and culvert replacements, were also included. Assessment notices were mailed to affected properties, proposing \$10,000 per unit over a 20-year period, lower than the calculated special benefit assessment of \$15,600–\$16,000 per unit. Bid analysis recommended awarding the contract without Bid Alternate One for trail improvements, as the city anticipates a better price through future quoting. Total project costs are approximately \$2.57 million, funded through a combination of city funds, state aid, and special assessments. Council confirmed coordination with the City of Mound regarding their funding portion and opened the hearing for public comment.

Acting Mayor Reffkin opened the public hearing at 7:28 p.m.

No comments were made.

Acting Mayor Reffkin closed the public hearing at 7:28 p.m.

Motion made by Councilmember Vickery, Seconded by Councilmember Govern to Adopt Res. No. 32-26 Award a Contract for the 2026 Street Improvement Project, City Project No. 01-26.

Voting Yea: Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

Motion made by Councilmember Vickery, Seconded by Councilmember Govern to Adopt Res. No. 31-26 Adopt Assessment for the 2026 Street Improvement Project, City Project No. 01-26.

Voting Yea: Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

6) BUSINESS ITEMS

- a) Res. No. 33-26 Pre Sale Report - Resolution Providing for the Issuance and Sale of General Obligation Bonds, Series 2026 A, In the Proposed Aggregate Principal Amount of \$14, 840,000

Todd Hagan of Ehlers and Associates presented a pre-sale report to the Council to initiate the upcoming bond sale, scheduled for April 20, with closing anticipated on May 7. The report outlined estimated financing terms, bond schedules, and current interest rate trends, noting that while rates are higher than those seen in 2020–2022, market demand remains strong with multiple bids expected. The proposed issuance totals approximately \$14.84 million in 20-year bonds, funding street reconstruction and a portion of the Woodland Cove water treatment project, along with a separate 5-year equipment financing component. Estimated interest rates are approximately 3.6% for 20-year bonds and 2.2% for 5-year bonds. The bonds will be sold on the public market and are not bank-qualified due to exceeding the \$10 million federal threshold; however, the City's strong AA+ rating from Standard & Poor's is expected to support favorable bidding. A call date of approximately nine years is recommended to allow for future prepayment flexibility. The process includes a rating call on April 8, after which bids will be presented to the Council for consideration. Hagan noted that current market conditions, including limited municipal bond supply and solid investor demand, are favorable, and staff will continue monitoring conditions prior to the sale. A resolution authorizing the bond sale was presented for Council consideration.

Motion made by Councilmember Govern, Seconded by Councilmember Lacy to Adopt Res. No. 33-26 Pre Sale Report – Resolution Providing for the Issuance and Sale of General Obligation Bonds, Series 2026A, in the Proposed Aggregate Principal Amount of \$14,840,000.

Voting Yea: Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

- b) Res. No. 34-26 Approve Task Order 16 for Construction Administration Services for the 2026 Street Improvement Project (City Project No. 01-26)

City staff presented Task Order 16 for Construction Administration Services related to the 2026 Street Improvement Project, including a detailed fee breakdown for Council review. The proposal outlines a reduced level of construction observation services, as the City's engineering technician will assume a greater role in inspection activities, supported by allocated hours for training and transition. Additional services included in the fee are construction materials testing, construction surveying, and public engagement, with a dedicated communications resource to manage resident inquiries and project documentation. Due to the project's designation as a state aid project, the proposal also accounts for additional administrative requirements and documentation. Certain components, such as surveying and materials testing, are structured as not-to-exceed hourly fees, while general construction administration is estimated hourly to allow flexibility for unforeseen project needs. Staff noted this project will provide a valuable training opportunity for the engineering technician, including certification through MnDOT for asphalt and related inspection work, supporting the City's goal of increasing in-house capabilities. Council discussion was minimal, and a motion was requested to approve Resolution No. 3426 authorizing Task Order 16.

Motion made by Councilmember Lacy, Seconded by Councilmember Govern to Adopt Res. No. 34-26, Approve Task Order 16 for Construction Administration Services for the 2026 Street Improvement Project, City Project No. 01-26.

Voting Yea: Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

7) ADMINISTRATIVE ITEMS

- a) Public Works Surplus Property Sale Update

Public Works staff provided an update on the implementation of the City's recently adopted policy allowing for the sale, disposal, or salvage of outdated and unused equipment. Over the winter, staff inventoried items in storage and identified several surplus assets, including toolboxes, skid loader tracks, tires and rims, an unused fuel tank, a tailgate sander, a flail mower, rollers, and an obsolete tack trailer. These items were sold through an online auction platform with reserve pricing, often exceeding prior trade-in estimates. Notable outcomes included significantly higher returns on the flail mower and one of the rollers, while other items also generated competitive bids despite limited prior use or condition. In total, the City realized \$12,469 from the sale of surplus equipment. Staff noted the success of the process in maximizing value and reducing unused inventory, and indicated that proceeds will likely be returned to the equipment fund.

Public Works staff provided an additional update regarding a request from the Metropolitan Council to temporarily close Highland Road from March 31 through April 3 to complete final cured-in-place pipe (CIPP) lining work at the Highland Road lift station. Staff indicated there are no concerns with the closure, and that a signed detour route will direct traffic via County Road 110, County Road 92, and Highway 7. The work is part of ongoing efforts to rehabilitate aging infrastructure and prevent leaks. Staff also noted that recent improvements completed in conjunction with the project—

including road repaving, curb installation, and catch basin repairs near the bridge—have provided added value to the City.

Staff presented a request from the local school district for a temporary weight restriction waiver to allow construction traffic exceeding the current 5-ton-per-axle limit during ongoing seasonal road restrictions. The request had previously been denied at the contractor level but was resubmitted for Council consideration. Staff noted that while the road was improved in 2021 and may have some capacity for increased loads, seasonal conditions during spring thaw make roadways particularly vulnerable to damage. Historically, waivers have only been granted in limited circumstances such as emergencies or essential needs. Staff offered to further evaluate the request, including potential conditions or liability measures, and report back to Council. Council discussion reflected concerns about preserving the condition of the recently improved road and avoiding potential damage, with consensus reached to deny the waiver request and maintain current restrictions. Staff was directed to communicate the decision to the requesting party.

Staff reported on attendance at City Day on the Hill, noting general optimism among participants regarding a potential state bonding bill, with an estimated 60% likelihood of passage. Staff indicated that the City's project has received strong support and, if a bonding bill moves forward, efforts will be made to advocate for its inclusion. Additionally, it was announced that Andy Drilling has been selected as the new Fire Chief for the City of Mound, with an official start date of April 1 and a transition period alongside the current chief. Plans are underway to recognize the retirement of Chief Peterson, who has served more than 51 years with the department, with details of a celebration to be shared at a later date.

b) Council Reports

i) Mayor Lisa Whalen

ii) Cathleen Reffkin

- Fire Partnership meeting is cancelled

iii) Claudia Lacy

- Gillespie Center is in the process of hiring a new Administrator

iv) Peter Vickery

- Attended City Day on the Hill
- Pioneer Sarah Creek Watershed District meeting this week

v) Brian Govern

Peter Capital Hill Day.

8) ADJOURNMENT

Motion made by Councilmember Govern, Seconded by Councilmember Vickery.
Voting Yea: Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy,
Councilmember Govern at 7:57 p.m.

Respectfully Submitted,
Ann Meyerhoff, City Clerk