



CITY COUNCIL MEETING MINUTES

August 17, 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

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

- a) Pledge of Allegiance
- b) Introductions: City Council: Mayor Lisa Whalen, Cathleen Reffkin, 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, Assistant City Administrator Paula Bauman, Director of Public Works Gary Peters and City Clerk Ann Meyerhoff (Remote) Consultants: City Attorney Rob Batty, Kennedy & Graven (Remote) and City Engineer Alyson Fauske, WSB Engineering

- c) Approval of Agenda

Motion made by Councilmember Reffkin, Seconded by Councilmember Vickery to adopt the agenda as presented.

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

2) SPECIAL PRESENTATIONS

- a) Gillespie Center Update - Brian Embrey

Brian Embrey of the Gillespie Center provided an update on its operations, programs, and future priorities. The Center expressed appreciation for the \$10,000 donation received from the City of Minnetrista in 2026, which helped fund essential facility improvements, including a new air conditioning unit, electronic thermostat and vent controls, kitchen sprinkler heads, a walk-in cooler, new boilers, and an upcoming roof replacement. The donation also supported continued programming and helped the Center maintain a break-even operating margin in 2025. The Center highlighted its partnerships with local cities, Lions groups, community organizations, and fundraising partners, including recent cruises that served more than 1,000 individuals. Looking ahead, the Center plans to pursue additional grant opportunities, develop and enhance programming, and strengthen community partnerships. The Center requested consideration of a future financial contribution from the City of Minnetrista, while also identifying other ways the City can provide support, including promoting Center events and programs through city communications, encouraging community participation and donations, and supporting volunteer opportunities. The Center also noted that its technology support program is currently its most utilized service and expressed interest in expanding this and other programs to better serve residents throughout the Westonka area.

- b) Lake Minnetonka Conservation District Update - David Krueger/Jane Anderson-Thomas

David Krueger, Executive Director of the Lake Minnetonka Conservation District (LMCD) provided an overview of its proposed 2027 budget, municipal dues, and current initiatives. The LMCD explained that municipal dues were reduced from 2022 through 2025 as reserves were intentionally drawn down to approximately 35 percent, but unexpected expenses in 2026 reduced reserves to approximately 21 percent. The proposed 2027 dues will increase to \$440, with the additional revenue intended to restore reserves to the 35 percent target, maintain staffing, and support operations. The LMCD noted that its overall budget has decreased despite increased dues, with efficiencies including bringing work in-house, reducing consultants, and implementing updated technology and AI-supported systems. The LMCD also reported that revised permit fees for certain multi-dock licenses are now designed to fully recover administrative costs. Current initiatives include resuming annual inspections of certain multi-dock facilities to improve public safety, increasing proactive compliance and enforcement efforts, updating ordinances, improving boater safety outreach, and addressing rental boat safety. The LMCD has also begun renewed efforts related to aquatic invasive species (AIS), including education, monitoring at boat launches, rake testing, coordination with other agencies, and public outreach. In response to Council questions regarding increased weed growth and the discontinuation of harvesting, the LMCD explained the historical concerns regarding cost and the potential for harvesting to contribute to the spread of Eurasian watermilfoil.

3) PERSONS TO BE HEARD

4) CONSENT AGENDA

- a) Res. No. 88-26 Approve Claims
- b) Res. No. 89-26 Street Improvement Project - Approve Change Order

Council Member Vickery requested item b to be removed from the Consent Agenda for further discussion.

Motion made by Councilmember Reffkin, Seconded by Councilmember Lacy to approve Res. No. 88-26 Claims

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

Councilmember Vickery asked whether the road would be fully paved during the current construction season and expressed concern that delaying the work could result in a lengthy wait before the road is completed. City Engineer Fauske clarified that the city's contractor, Mueller, is currently stopping short of the second layer of asphalt until the school district completes its related project. The discussion briefly referenced Enchanted Island before clarifying that it was a separate agenda item.

Motion made by Councilmember Vickery, Seconded by Councilmember Lacy to approve to approve Res. No. 89-26 Street Improvement Project – Approve Change Order.

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

5) PUBLIC HEARINGS

6) BUSINESS ITEMS

- a) Res. No. 90-26 Comprehensive Plan Amendment & Sketch Plan Review at 3500 County Road 92

Community Development Director Abel presented a request to amend the City's 2040 Comprehensive Plan to expand the Metropolitan Urban Service Area (MUSA) to include approximately 68 acres at 3500 County Road 92. The property is currently guided as Urban Reserve and zoned Stage Development District, consistent with the City's long-term planning framework. If developed, the property would likely be guided for low- to medium-density residential use and would be required to meet the Metropolitan Council's minimum density of 3.5 units per acre. Staff clarified that the request was only for the Comprehensive Plan amendment and did not constitute approval of the proposed subdivision. If approved by the City and Metropolitan Council, the property would still be subject to additional development review, including a formal concept plan, neighborhood meeting, preliminary plat and public hearings, Parks Commission review, City Council approval, and final plat approval before construction could begin. The Planning Commission held a public hearing on July 27 and voted 5-0 to recommend approval of the Comprehensive Plan amendment. Council members generally supported bringing the property into the MUSA but expressed concerns and recommendations regarding the proposed concept plan, including the potential impact of a memory care facility on police, fire, and emergency medical services; access points and the proposed connection to Highland; reducing the number of cul-de-sacs; reconsidering the use of narrow lots in favor of townhomes or villa-style housing; incorporating housing options appropriate for the City's aging population; providing buffering and landscaping along the southern and Highway 110 boundaries; preserving existing trees; and incorporating additional open space. Council noted that the property is a logical area for future development and that bringing it into the MUSA at this time would generally align with the City's anticipated 2050 Comprehensive Plan update. The applicant will return with a revised development proposal following review by the Metropolitan Council.

Motion made by Councilmember Reffkin, Seconded by Councilmember Vickery to approve a Comprehensive Plan Amendment & Sketch Plan Review at 3500 County Road 92

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

- b) Consider removing East Shore Drive from project scope for the 2026 Street Improvement Project

The City Council considered whether to include East Shore Drive in the proposed 2027 resurfacing project. City Engineer Fauske explained that WSB had been authorized in June to prepare a feasibility report for resurfacing roads in the island area, excluding Tuxedo and Enchanted Island. East Shore Drive is currently gravel, but a home at the end of the road is scheduled for demolition and reconstruction, raising concerns about construction traffic damaging a newly paved surface. Staff recommended removing East Shore Drive from the current project and revisiting paving after the home reconstruction is complete. Council also discussed that portions of the road serve properties in the City of Mound, limiting Minnetrista's ability to assess those properties for improvements, and noted that only one Minnetrista property may be assessable for the project. Council members discussed maintaining the road as gravel to preserve the area's rural character, documenting its existing condition before construction begins, and ensuring the property owner and builder understand their responsibility for any construction-related damage. Council agreed to remove East Shore Drive from the

2027 feasibility report and resurfacing project, with the decision to be reconsidered in the future.

Motion made by Councilmember Vickery, Seconded by Councilmember Reffkin
Removing Easy Shore Drive from Project Scope for the 2026 Street Improvement Project.

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

7) ADMINISTRATIVE ITEMS

- a)
 - I. 2027 Road Project Open House - Enchanted Island (9/9 Work Session)
 - II. Preliminary Levey Adoption (9/9)
 - III. Recreational Vehicle Ordinance Adoption (9/9)
- b) Staff Reports

Assistant City Administrator Bauman provided an update on the recent primary election, reporting a 23 percent voter turnout compared with 8.6 percent in the 2024 primary. The election proceeded smoothly with no major issues or complaints. Staff noted that absentee voting had transitioned to Hennepin County and that the process generated no reported complaints. Early voting also saw strong participation, with 254 voters casting ballots.

City Administrator Kruggel provided an update on the water treatment plant project, reporting that construction continues with concrete walls and rebar work progressing, although there have been no significant visible changes since the previous update. The clearwell is substantially built out, with additional work continuing in the basement section and expansion work anticipated. Council requested an updated breakdown of the project's overall cost, which has been generally referenced as approximately \$28 million; staff indicated that the contractor's response was still pending. Staff also reported that the City received \$1.2 million in federal congressionally directed spending for the project. Because the City had previously indicated that at least \$5 million in federal funding would be needed to make applying the funds to the treatment plant practical due to additional federal review and compliance costs, staff is exploring whether the funding can instead be applied to another eligible water-related project. One potential option discussed was a water main improvement intended to increase system pressure, estimated at approximately \$2–2.5 million. Council also discussed using funds to paint the water tower. Staff will continue working with federal representatives to determine eligible uses and the requirements associated with reallocating the funding.
- c) Council Reports
 - i) Mayor Lisa Whalen – Approached Council about moving meetings from Mondays to Tuesdays in 2027.
 - ii) Cathleen Reffkin – Attended the Mound Fire Commission Meeting, Personnel Committee Meeting tomorrow
 - iii) Claudia Lacy – Commented on the Gillespie Center Update
 - iv) Peter Vickery
 - v) Brian Govern

Mayor Whalen called the closed session at 7:36 pm

Motion made by Councilmember Reffkin, Seconded by Councilmember Lacy to enter into closed session.

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

8) CLOSED SESSION

- a) Closed session pursuant to Minnesota Statutes Section 13D.05, subdivision 3(a) to conduct a performance review of the City Administrator, a person subject to the City Council's authority.

Motion made by Councilmember Lacy, Seconded by Councilmember Govern to exit out of closed session.

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

9) ADJOURNMENT

Motion made by Councilmember Reffkin, Seconded by Councilmember Lacy to adjourn the meeting at 7:45 p.m.

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

Lisa Whalen, Mayor

ATTEST:

Ann Meyerhoff, City Clerk