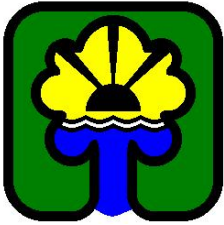


**PARK NAMING WORK SESSION AT 5:30 P.M. COUNCIL CHAMBERS**



AGENDA  
CHASKA PARK BOARD  
1 CITY HALL PLAZA, COUNCIL CHAMBERS  
Monday, February 11, 2019  
7:00 PM

- 1 Call To Order
- 2 Roll Call
- 3 Adopt Agenda
- 4 Visitor Presentation
- 5 Approve Previous Meeting Minutes
  - 5A January Minutes
- 6 Receive Council and Planning Meeting Minutes
  - 6A Council Minutes
- 7 New Business
  - 7A Staff Introductions
  - 7B Parks and Recreation Organizational Chart
- 8 Other Business
  - 8A Mountain Bike Trail Update
  - 8B Bicycle Friendly Community Update
- 9 Staff Reports

9A Department Happenings

10 Next Meeting-March 11th

11 Adjourn

Chaska Park Board  
Meeting Minutes  
January 14<sup>th</sup>, 2019

**1. Call to Order**

The January meeting of the Chaska Park Board was called to order by Chairman Roan at 7:02 p.m. in the Council Chambers at City Hall.

**2. Roll Call**

Present: Roan, Gutierrez, Wittrock, Branch, Flaherty-Wilcox, Olsen.

Absent: Downs, Mihajlov, Ives

Staff Present: Marshall Grange and Mary Monteith

**3. Adopt the Agenda**

Motion by Olsen, second by Wittrock, to approve the January 14<sup>th</sup>, 2019 meeting agenda. Motion carried.

**4. Visitor Presentation**

**Nate Damro**, 1492 Sherwood Way, Eagan, was present to share his knowledge of and passion for ParkRun. Damro and Parks Director Grange connected on the idea of creating a ParkRun in Chaska.

ParkRun is a free community based, timed 5K event held every Saturday in Eagan and many other locations across the nation, as well as internationally. Volunteers organize and help each Saturday with the run, however, there is also a key group of individuals that do more of the behind the scenes aspects of the program. All participants are timed and tracked. Some run, jog or walk. Some are training, others are doing it to be healthy and to socialize. Damro is looking to create more awareness of the program with the hope of getting more communities involved.

Damro spoke of his history with the Eagan ParkRun and what it took to get it started there. Then he talked about what it would take to get one going in Chaska and answered questions from the board. Further research will continue as well as discussions with the CCC running group.

**Nick Mason**, 1888 White Oak Dr. Chaska, a past park board member, was present to request naming the new dog park after Lyle Merdan. Mason shared the history of serving on the park board with Merdan, and how Merdan championed the idea of a dog park while serving at that time. Mason shared that had Merdan not brought the idea forward back then, it may not have been a board priority to get it done now. He asked that the park board put this request on a future meeting agenda. Mason stated while he has not reached out to talk with Merdan about this request, he felt it would be a fitting tribute to Merdan to do this. Roan agreed that Merdan was a big advocate for getting a dog park in the past. However, he suggested further board discussion should occur. Grange pointed out that it may be a good time to have a work session on this. Staff can do some research as to what other communities have

done and bring that information back for discussion at the work session. Mason thanked the board for their willingness to consider his request.

## **5. Approve Previous Meeting Minutes**

Motion by Flaherty-Wilcox, second by Gutierrez, to approve the Chaska Park Board meeting minutes of December 10th, 2018. Motion carried.

## **6. New Business**

### **6A 2019 Commissioners**

Grange thanked past board chair, Jonathan Grau for his years of service to the park board. He wished him well as he moves on to his new role serving on the city council. Grange also shared that the council had approved the recommendation for Dave Roan for 2019 Park Board chair as well as Jason Branch for 2019 Park Board vice chair effective this meeting. Grange also explained that the two open board commission interviews with council were pushed back to February. One of the positions would be Gutierrez's spot as he is up for re-appointment and the other one would be a spot for a youth representative, for which we did get an application. Interviews will be completed February 25<sup>th</sup>.

### **6B Department Staffing**

Grange brought the board up to date on new hires. Two of these hires will complete the last of the re org as defined in 2018. The new Chaska Community Center Manager, Kelsi McNutt, will be coming on board on January 23<sup>rd</sup>. Interviews for the new Recreation Program Manager will start next week. The new Event Center Supervisor, Krista Tolstedt, came on board December 3<sup>rd</sup>.

Looking ahead to summer, the Curling and Event Center will be posting for a F.T. coordinator position to assist in a few different areas at night and on weekends.

## **7. Old Business**

### **7A Lions Park Off Leash Dog Area (OLDA)**

Grange updated the board on progress at Lion's Park Off Leash Dog Area. With the recent warmer weather, Public Works staff has gotten the new bridge installed. Also, the on-going work with clearing out brush from the back wooded area is complete, as is the install of the fence. Happy dogs have been seen romping and playing in both areas!

### **7B Mountain Bike Trail Update**

Grange gave an update on the mountain bike trails. The portion of the land on the SE corner that is owned by Carver County, has a natural pond. Staff are looking into what will need to be done to address wetland preservation. A meeting occurred prior to the holidays with county staff and all are comfortable with continued progress. There are on-going discussions on parking, safety, GIS, as well as the potential for a trailhead connection.

## 7C Chaska Curling Center Named National Training Center

The Curling Center was recently named a high-performance training center. Curling Center staff have worked hard over the last couple years on building relationships with USA Curl to help get this designation. Manager Jeff Isaacson and Head Ice Maker Scott Belvitch were key to making this happen. This will get the Curling Center more recognition as a national training facility as well as additional marketing opportunities.

Athletes will train outside of league and corporate event times and have access to on-line registration to sign up for practice times.

As part of this partnership, it was agreed that the athletes volunteer and assist with the Chaska juniors' program that is currently running, with 40 kids enrolled. Discussions have also occurred with District 112 on building on the interest of kids in school as well as steps necessary to make it a letter sport.

## 7D Community Education Collaboration

Staff were invited to attend a Community Ed meeting at Riverview Mobile Home Park. Other parks and recreation groups from District 112 were also in attendance. Grange shared with the group that Chaska is researching and looking into applying for the Bike Friendly Community designation. Discussions were also held on potential collaboration opportunities, supporting each other's events and knowing the timing of marketing opportunities.

## 8. Reports

### 8A Staff Reports

Grange spoke of the warmer weather and parks maintenance still occurring while it remains warm. Unfortunately, the weather has made things a bit difficult with the condition of the ice rinks.

8Ai Upcoming parks and recreation happenings was covered.

Olsen-Thank you for the Sunset Park sign. Olsen inquired about the CCC sale and how it went. He asked if a recap could be given next month. Olsen also asked for an update on progress for the upcoming LPGA event coming this summer. Grange shared that the SW Metro Chamber is taking the lead on planned activities and will look for an update.

Roan-We've accomplished many projects this past year. Maybe we should give some time and thought to discussing what's next at a work session.

Grange let's start with a work session in February on park naming.

## 9. Next Meeting-February 11th

## 10. Adjourn

Motion to adjourn the January meeting by Olsen, second by Branch. Motion Carried.

**- MINUTES -**  
**CHASKA CITY COUNCIL**  
**JANUARY 7, 2019**

At 7 pm the oaths of office were administered by City Attorney Melchert to Mayor Windschitl and Councilmembers Grau and Hatfield.

1. Call to Order

The meeting was called to order by Mayor Windschitl at 7:06 pm.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Huang, Grau, and Mayor Windschitl. Absent: Councilmember Boe

The Council recessed for a photo opportunity and the meeting was reconvened at 7:15 pm.

Also Present: Kevin Ringwald, Community Development Director; Liz Hanson, City Planner; Luke Melchert, City Attorney; Nate Kabat, Assistant Administrator; Matt Clark, City Engineer; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

City Administrator Podhradsky noted that a motion to approve the Planning Commission Chair and Vice-Chair had been added to Item 8.D in the agenda.

Motion by Councilmember Huang, second by Councilmember Hatfield to adopt the agenda as amended.

Motion carried.

5. Visitor

None.

6. Minutes

Motion by Councilmember Huang, second by Councilmember Grau to approve the minutes of the December 17, 2018 City Council meeting.

Motion carried.

7. Consent Agenda

Motion by Councilmember Huang, second by Councilmember Hatfield to approve the Consent Agenda Items A through H:

- A. Approve the Chaska Herald as Official Newspaper for the City of Chaska 2019  
Motion to appoint "Chaska Herald" as the official newspaper of the City of Chaska for 2019.
- B. Appoint Luke Melchert of the Law Firm Melchert, Huber, Sjodin as the City Attorney  
Motion to appoint Luke Melchert of the law firm Melchert, Hubert, Sjodin, as the

Chaska City Attorney for 2019.

- C. Massage Therapy License Renewals - Synstelien and Lason  
Motion to approve the 2019 Massage Therapists Licenses to include MTL 19-03 for Wanda Synstelien of Chaska Lake Chiropractic and MTL 19-04 for Michelle Lason Of Bee Well Massage effective January 7, 2019 through December 31, 2019.
- D. Adopt Resolution 2019-01, CSAH 44/ TH 212 Interchange Project  
Motion to adopt Resolution No. 2019-01 Authorizing the Commencement of Eminent Domain to Acquire Fee Title and Various Easement for Roadway, Sidewalk, Trail, Drainage and Utility Purposes Over Certain Property.
- E. Approving the Appointment of the Heritage Preservation Commission Chair and Vice Chair  
Motion to appoint Russell St John as Heritage Preservation Commission Chairperson and to appoint Kristine Kohman as Heritage Preservation Commission Vice-Chairperson.
- F. Chaska Parks and Recreation Chair and Vice Chair  
Motion to appoint Dave Roan as Park Board Chairperson and Jason Branch as Park Board Vice-Chairperson
- G. Annual Designation of City Depositories, Investment Institutions and Authorized Signatories  
Motion to designate the following official depositories, financial institutions, and authorized account signatories:  
Depositories: Bank Vista; Charter Bank; Old National (fka: KleinBank); Security Bank; USBank; Wells Fargo; and, Wings Financial Credit Union  
Financial Institutions: League of Minnesota Cities and PMA Financial Network (4M Fund); Northland Securities, Inc.; RBC Capital Markets, Inc.; Oppenheimer & Co.; Inc. Piper Jaffray & Co.; Public Financial Management (PFM); USBank Investment Services, Inc.; and, Wells Fargo Investments.  
Authorized Account Signatories: Mayor--Mark Windschitl; City Administrator--Matt Podhradsky; and, Treasurer--Noel J. Graczyk
- H. Appointment of City Trustees to the Chaska Fire Department Relief Association (CFDRA)  
Motion to appoint Mark Windschitl as an Elected-Official Trustee and Noel Graczyk as a City Trustee to the 2019 Chaska Fire Relief Board.

Councilmember Grau inquired how many properties are indicated in Item D.

City Administrator Podhradsky and City Engineer Clark provided further detail regarding the Item.

Motion carried.

## 8. Action Items

8.A. Adopt Resolution 2019-02, Accept Resignation of Councilmember Greg Boe  
City Administrator Podhradsky presented the item to the Council.

January 7, 2019

Motion by Councilmember Grau, second by Councilmember Huang to approve Resolution No. 2019-02 accepting the resignation of Councilmember Greg Boe and declaring a vacancy on the Chaska City Council. Motion carried.

Councilmember Huang inquired about the 2010 election turnout for Ward 2.

City Administrator Podhradsky stated it was about 15%.

Councilmember Grau looked for further clarity about election cost per Ward.

City Administrator Podhradsky gave more detail regarding that.

The Council and City Administrator Podhradsky discussed the implications of the different options before them, including timeline and what State Statute directs.

Councilmember Grau applauded the engagement of those citizens who have shared their opinions in regard to what they feel the Council should do regarding the Ward 2 Council Seat.

Councilmember Huang stated he would be remiss to make a decision without having all the facts before him to do so and supported having a work session.

Councilmembers Grau and Hatfield also agreed a work session would be helpful.

City Administrator Podhradsky provided detail as to what the work session would include.

Councilmember Huang requested that financial implications be included in the information presented at the work session.

Bob Perschmann, 112367 Eitel Cir, inquired what the criteria for appointment are and stated that he felt there should be a vote for this Council Seat. He also asked how he can be informed of how to effectively oppose this.

The Council directed Staff to prepare a work session for January 28, 2019 prior to the Council Meeting.

8.B. Adopt Resolution 2019-03, Approve the Concept Plan for Structures, Inc./Daniel Andersen/PC #2018-38

City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

Mayor Windschitl asked if they only operated during the daytime hours.

City Planner Hanson responded that hours of operation are 7:30 am to 5 pm Monday through Friday. She then continued her presentation of the item.

January 7, 2019

The Council asked for further clarification regarding the proposed fence and possible berm. City Planner Hanson gave more detail regarding those items and clarified guidelines regarding allowed impact to easements.

Councilmember Grau inquired how many people the company employs.

City Planner Hanson responded full potential will be 18-20 office employees and two employees for the storage yard, and that there are currently 10 office employees.

Daniel Andersen, 2540 Montgomery Ave, Deep Haven, architect for the project, provided further detail regarding their intentions with the fence and berm on the south side of the building.

Motion by Councilmember Huang, second by Councilmember Hatfield to approve Resolution No. 2019-03 approving the Concept Plan for Structures, Inc. (PC #2018-38). Motion carried.

#### 8.C. Appoint Acting Pro Tem Mayor for Calendar Year 2019

City Administrator Podhradsky introduced the item to the Council.

Assistant Administrator Kabat wanted to clarify that State Statute requires that a Pro Tem Mayor be appointed, and City policy has been to appoint by seniority.

Motion by Councilmember Hatfield, second by Councilmember Grau to appoint Councilmember Mike Huang as Acting Mayor for the City of Chaska for calendar year 2019. Motion carried.

#### 8.D. Planning Commission Appointments

City Administrator Podhradsky introduced the item to the Council.

Motion by Councilmember Huang, second by Councilmember Hatfield to appoint the following six members, with two of them being alternates, to the Planning Commission for the term January 7, 2019 to December 31, 2021: Susan Cross, Carl Lacey, Sr., Rob Brass, Aaron Sailer, Todd Urbanski (1<sup>st</sup> alternate), and Travis Olson (2<sup>nd</sup> alternate). Motion carried.

The Council thanked those who applied for the open positions.

Motion by Councilmember Huang, second by Councilmember Grau to appoint Brian Dahlke as Planning Commission Chairperson and to appoint Misty Bowe as Planning Commission Vice-Chairperson. Motion carried.

#### 9. Bills

##### 9.A. AP Council Roster 1-7-19

Motion by Councilmember Hatfield, second by Councilmember Huang to approve the bills as presented. Roll call was taken. Voting aye: Councilmembers Hatfield, Huang, Grau and Mayor Windschitl. Voting nay: None  
Motion carried.

#### 10. Other Business

January 7, 2019

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report

10.B. Other Meeting Minutes

10.B.i. Receive the draft Minutes of the December 12, 2018 Planning Commission Meeting.

10.C. Receive the minutes of the Parks and Recreation December 10, 2018 Meeting.

Councilmember Huang:

- Commented there is some citizen concern regarding noise along Hwy 41 between Hundertmark and Pioneer Trail and asked if there would be citizen representation on the landscape planning. City Administrator Podhradsky stated there is a representative neighbor that is a part of this. He also explained further what data will be looked at prior to finalizing landscape decisions with this project.

Councilmember Grau:

- Requested clarification on the speed study on Hwy 41. City Administrator Podhradsky provided more information regarding speed studies.
- Inquired if there were any updates regarding the access points at the Kwik Trip on Pioneer Trail. City Administrator Podhradsky stated that this issue is actually under Carver County and noted they are looking at a permanent solution that would be implemented next spring or summer.

City Administrator Podhradsky:

- Noted there are several committees that Councilmembers can serve on and asked the Councilmembers to email him regarding their first and second interest.
- Noted the altered City Council Meeting schedule for January and February, 2019.

Assistant City Administrator Kabat:

- Noted January 21, 2019 there will be a breakfast hosted by the Human Rights Commission in coordination with Southwest Metro Chamber at the Event Center at 8 am.

Mayor Windschitl:

- January 19, 2019 Southwest Christian High School is having a grand opening of their new addition from 1-3pm, with a service to follow.
- Noted Scott Gerber retired from the Fire Department after serving 22 years.
- Welcomed the new Councilmembers.

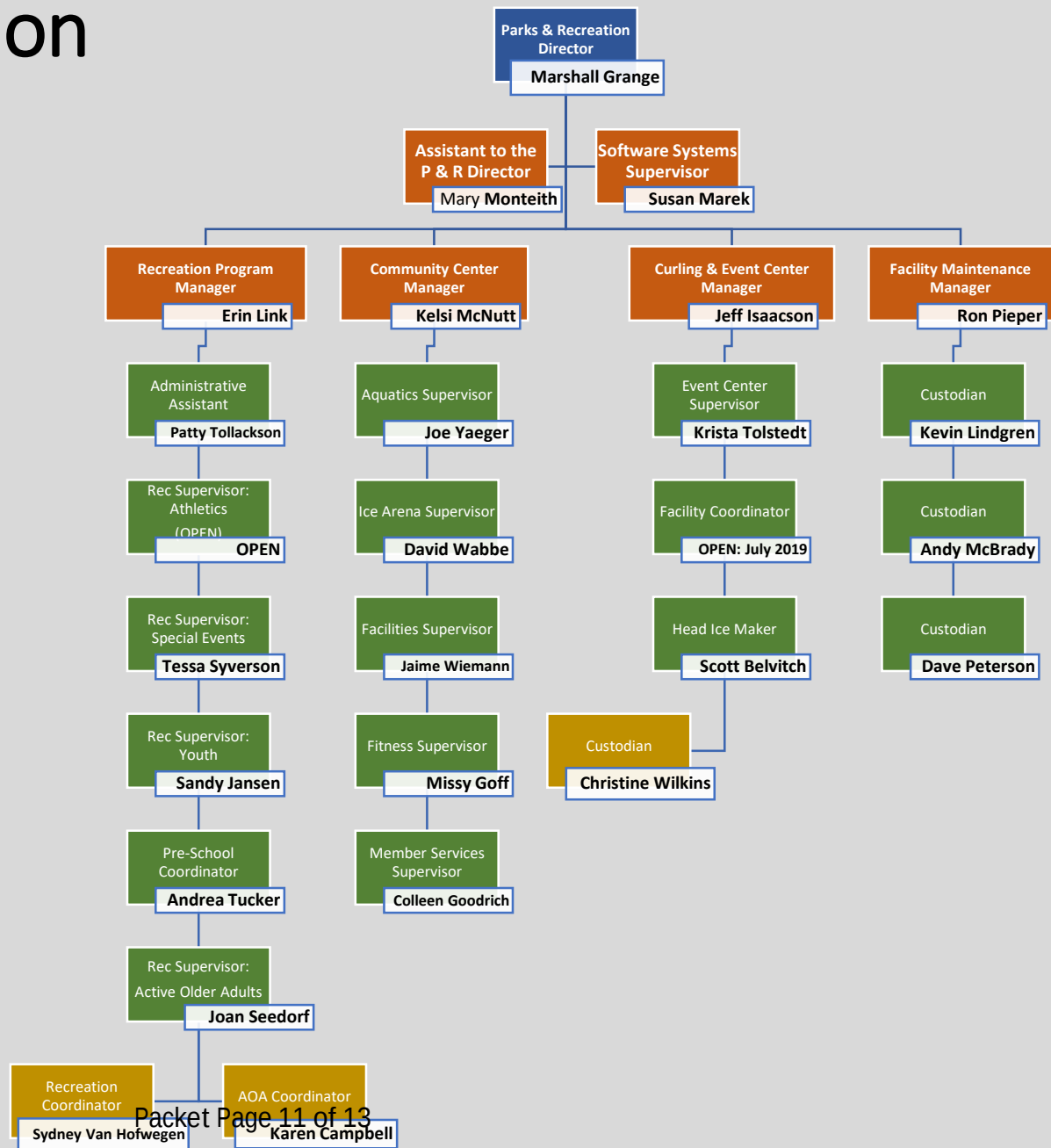
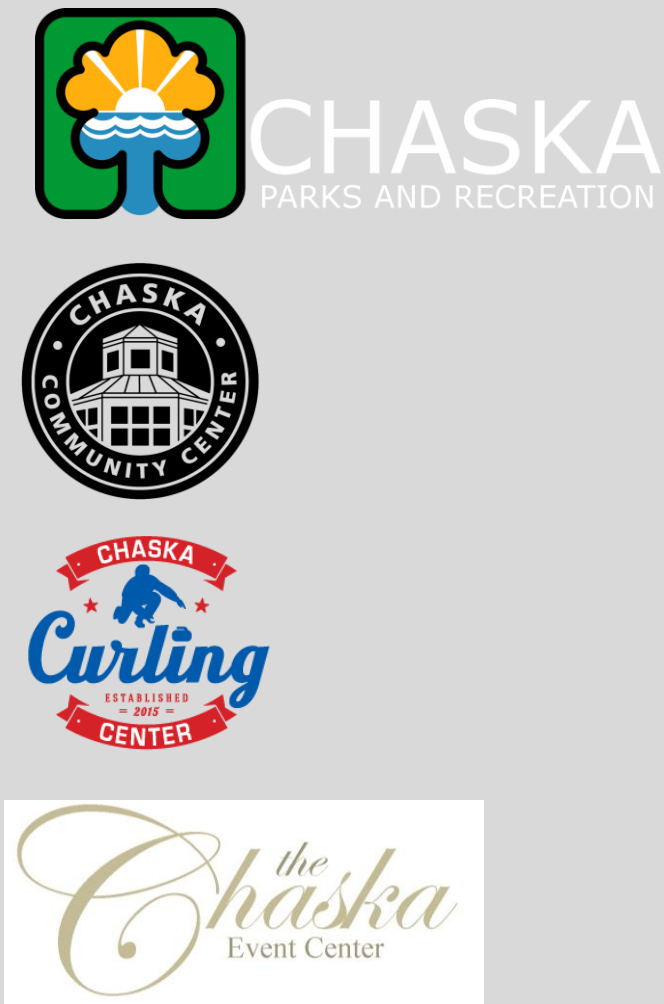
11. Adjourn

Motion by Councilmember Huang, second by Councilmember Hatfield to adjourn the meeting at 8:27 pm.

Motion carried.

# Chaska Parks & Recreation

## Organizational Chart



## ***Last Month's Activities:***

### **Chaska Community Center:**

- The holiday 'Pick Your Perk' membership sale generated \$158.5K with 316 Annual memberships sold. The most popular perk was Six Guest Passes with Personal Trainer Session a close second.
- To celebrate the new year we held a new fitness class called, Globa (Black lights and Zumba) which had 45 people attend and a waiting list of 7 people.
- Other new group fitness class offerings include Boot Scoot, Balance & Barre and Express (30 min). As expected, classes are full and we are seeing new faces in the new year.
- Held STRONG! by Zumba® certification at our facility. Had 10 people from all over MN attend certification along with 1 of the CCC instructors receive the certification in hopes to be able to offer this new class format.
- Completed "Maintain, Don't Gain" incentive program with 65 participants. Out of those 65 participants, 80% of them MAINTAINED their weight from November 12 – January 1.
- CCC Batting Cage- opened January 3<sup>rd</sup>. Located in CCC Lower Gym. Usage for youth only and self-operated by an adult. Hours: Sundays, 11:00am-4:00pm; Thursdays, 4:30-9:00pm

### **Chaska Curling & Event Center:**

- Mixed Spiel, Feb 15-17, 24 teams
- Heavy corporate group volume continues
- W2 leagues play on

### **Recreation Programming/Community Events:**

- The Annual Grandparents & Me was hosted at the Chaska Community Center on Sunday, January 27. Grandparents, children, and grandchildren were invited to spend the afternoon together. Even with impending winter weather, this year's crowd was the biggest ever at over 150 participants. Following a magic show by Magician Norm Barnhart, families participated in crafts, snacks, and games.
- The Lodge kicked off the new year with many opportunities to learn! We hosted a travel show, goal setting workshop, multiple acrylic painting classes, Driver's Safety and Driver Tek classes, an AOA learn to curl, and an informational meeting with our new partners, RSVP, called Lead with Experience.
- Treks & Trail Preschool enrollment for the 2019/2020 school year opened on January 15<sup>th</sup>. So far there are 31 kids enrolled.
- Gymnastics- began week of January 7<sup>th</sup>. 65 participants
- NEW! Adult Co-Rec Dodgeball League- started January 8<sup>th</sup>. 5 teams participating
- Women's and Co-Rec Volleyball Leagues- began January 8<sup>th</sup> and 9<sup>th</sup>. 26 teams participating. (games played at Chaska Middle School West)
- Pickleball Ladder League- began January 13<sup>th</sup>. 10 participants
- Youth Floor Hockey- began January 19<sup>th</sup>. 40 participants
- Pickleball Beginner Clinics- January 17<sup>th</sup> and 27<sup>th</sup>. 2 clinics for a total of 28 participants
- Adaptive Adventures- Winter Session 1- began January 26<sup>th</sup>. 6 participants
- Preschool Sports (Basketball)- began January 29<sup>th</sup>. 3 classes for a total of 57 participants
- January 28<sup>th</sup>- Tri-City Pickleball Tournament was held at the Victoria Rec Center. 16 teams participated from Chaska, Chanhassen and Victoria. Women's, Men's and Mixed Divisions.

## ***Next Month's Highlights:***

### **Chaska Curling & Event Center:**

- 5 and Under Spiel, 32 teams, Mar 8-10
- U18 National Championships, March 13-17

### **Recreation Programming/Community Events:**

- Looking forward to warming up in The Lodge with a soup luncheon hosted in February.
- The AOA Cupid Shuffle on Valentine's Day will include a workout of 4 different fitness styles and we will follow it up with a party in The Lodge. Wear Red!
- Extreme Kids registration for summer 2019 opens on March 1st at 9am. This is a 10-week child care program for children that have completed kindergarten through 5<sup>th</sup> grade. Our program can accommodate 60 kids per day (30 in grades 1-3 & 30 in grades 4-6) This program usually fills up fast!

### **Art Gallery:**

#### **Transfer of Memory:**

*This exhibit features photos of Holocaust survivors who lived or are living in Minnesota. Each photo shares a story of survival during difficult circumstances, reminding viewers of the value of freedom and the enduring human spirit. As a collection, these images focus on life and hope.*

*Created by photographer David Sherman and writer Lili Chester  
Display runs through Feb. 28, 2019*

### **MAINTENANCE:**

The weather is keeping us busy between temperatures and snow, ice removal!