

**Chaska Park Board
Meeting Minutes
October 12th, 2020
Event Center and Zoom**

1. Call to Order

The October 12th meeting of the Chaska Park Board was called to order by Chair Dave Roan at 7:00 pm at the Chaska Event Center and via Zoom.

2. Roll Call

Present at Event Center: Dave Roan, Matt Udermann, Dave Downs, Zac Saueressig

Via Zoom: Elizabeth Wyveen, Jason Branch, Georgiann Keyport

Absent: Ernesto Ruiz Gutierrez, Josh Ives

Staff: Marshall Grange, Mary Monteith, Kevin Wright (assisted with IS needs)

3. Adopt Agenda

Motion by Udermann, second by Downs to adopt the October 12th, 2020 meeting agenda. Roll call for approval of Agenda.

4. Visitor Presentation

None in attendance

5. Approve Previous Meeting Minutes

Motion by Udermann, second by Keyport to approve the Chaska Park Board meeting minutes of September 15th, 2020. Motion carried. Roll call for approval of agenda.

6. Receive Council and Planning Meeting Minutes

6A. Receive Council and Planning Meeting Minutes

Downs mentioned that he noticed in the meeting minutes from the Aug. 17 council meeting, there seemed to be quite a bit of discussion surrounding the planning commissions idea of a tot lot in the new Pioneer Vista/Lennar development. The area is south of Pioneer and Clover Ridge, about one mile from Kelzer Park. Wyveen said she also saw this in the minutes and that there was talk on using Kelzer Park, as this will not be the type of neighborhood with a lot of kids. Grange responded that if it is determined there is no need for a park, the developer would pay the city park dedication fee. MG will loop back with the planning department and report back to board at next meeting.

6B. Planning Minutes Aug 12th, no comments from Board

Roan did roll call for receiving Council and Planning minutes

7. Action Items

7A. Lake Grace Trail Recommendation

Grange shared a screen of an area map, showing the trail improvement project along the south western corner of Pioneer Trail. The primary goal with this project is to connect this trail to the underpass that was installed under Hwy 41 in 2018, this will provide a much safer way of getting from one side to the other. Users could come down through the underpass heading to the Lake Grace trail completely avoiding the 41/Pioneer intersection altogether.

Components of this project will consist of significant tree removal, the repair/resurfacing of some of the trail, and installation of the bridge. We initially talked about expanding the trail width to 8 feet, however, there is not an easy way to do this as space is tight along the existing trail. Bids came back much higher than initially planned, budget wise would be difficult to do. \$500,000 was the targeted budget amount, discussions were had by staff on scaling back and reevaluating the project. With Public Works doing some of the work, we can hold down some of the costs and come in around that \$500,000.

Grange shared that the neighborhood meeting was held on October 8th. Approximately 30-40 neighbors were there, a good turnout. We also had 3 park board members present. Things went well. Brian Jung/PW did a great job explaining things. Generally, residents were OK with the existing 6-foot-wide trail, the main concern was not wanting fencing between their home and the water. Staff is looking into safety concerns along the trail with the League of MN Cities to see what they may require. We will talk more with the residents as we learn more. Any park board feedback? Roan, Jung did great, felt things were well received by neighbors. Saueressig, most of those residents just want things to get connected. One resident approached Grange and expressed her wanting the project to move forward as her kids cross over Hwy 41 to the high school, so for her, it is a safety concern.

Udermann, for best practices, you would have a champion lead the project to help keep those residents in the loop, especially those who could not make the meeting. That would help make sure all are aware of things vs. one or two coming in at the last minute with complaints. How do we find that person? Roan, yes, making that a standard practice for projects like this on-going is a good idea.

Downs-Yes, how do we keep those people in the loop? Grange, staff create a communications page on the city website for this project and we have contact information on those that were in attendance that can help share the message as well.

Wyveen, concerns on that trail not being cleared during the winter, feels like it is not a viable, safe trail for kids to walk on. Roan, maybe that is something Jonathan can partner on to plow that trail.

Downs, next steps? Grange explained, tonight we seek recommendation to take to council to authorize staff to go ahead with bidding. Bids could go out in October, hopefully award by November meeting, and work start after that. Tree removal could start this fall yet. In the spring, trail overlay work and landscape work could start. With this moving forward over the winter months, we could regroup in the spring and see where things are at as far as trail connection to the bridge.

Motion for recommendation that City Council authorize staff to move forward with the project to connect to the Hwy 41 underpass and to go out to bid on the improvements needed.

Motion by Udermann, second by Saueressig.

Roan did roll call of Board Members

7B. Moving Park Board Meetings to Tuesdays in 2021

Grange explained how it came to be with looking to the 2021 meetings. There have been a couple issues with scheduling conflicts when council meetings. Out of courtesy for Council we should notify them if we move forward with this. Thoughts on this? Any conflicts? Start date would be January 2021. No issues, however, staff please connect with Gutierrez to discuss with him.

Motion by Udermann, second by Downs, to move the monthly Park Board meeting to Tuesdays starting in January, 2021, if no conflict with Gutierrez.

Roan did roll call of Board Members

8. Discussion Items

8A. Arts Consortium Update

Grange, gave a recap of the history, staff continue to have conversations and are working on agreements, there are 2 of them, one for dedicated retail space/gallery, the other would be for the partnership of other areas and the programming side of things. We are trying to keep things moving as we continue to work on and finalize the lease.

Last weeks "oops" article the Herald, did create some public confusion. Their board member was very excited about the partnership and shared things with the reporter who then ran the article prior to contacting city staff to discuss/confirm. We need to take this yet to the council; we want to follow the process of getting their approval before we move forward. They kind of jumped the gun but was all due to their excitement.

Discussions pursued on business hours/staff/marketing.

Keyport asked for timing of things. Grange, trying to come up with a short-term solution for the holiday market, but yes, we are hoping to try for an opening in November. Saueressig asked about the vending machines and what would happen to them, Grange shared they have already been relocated throughout the building.

Roan hoping for a good lease agreement to come to the board next month.

8B. Bike Friendly Community

The group reconvened last week, was good to touch base. It was last February that we last met. Generally, that was the primary goal, to connect and share some things that have happened over the last few months. Grange shared the opening of Hawks Trail, the free bike fix it station we received from the new Scheels store in Eden Prairie, along with the police department and Chaska Cares giving out 60 bikes for free to residents in Chaska. Cycle Chaska also occurred in June. Some great things happening regardless of Covid. Carver County Health still is willing to fund a master community bike plan via their SHIP program funding. For a city of this size, that normally would cost around \$30,000, so a great opportunity for us to take advantage of. This funding would help cover the costs of us working with an experienced consultant, staff research and community engagement, all of which we would incorporate into a guide to use over the years. We will also provide more program content on our web page ongoing. It was good to get our momentum back up and going again.

Udermann asked if this document could be shared with other cities, aligning with Carver County as a whole? We are off to a good start with that already, as we have representation from District 112 Community Ed, 112 schools as well as SW Transit.

Grange mentioned the new City website recently kicked off. The Chaska Parks and Recreation/Community Center site was merged into the City of Chaska site. We will house there a webpage for updates with this project as well. Questions on when applying for the bike friendly designation, yet to be determined.

8C. Trail of Fun

The event is Friday, Oct 23rd. Very different from our previous annual Halloween events. Will be held at Community Park; people must reserve time blocks. Families come through one at a time and follow the trail, social distancing throughout. Estimated time for a family to get through is 30/40 minutes. We are sold out already! So great that we are outside utilizing our parks and trails still. We are hoping for good weather!

8D. 2021 Park Board Chair

At the end of this year, Dave Roan will have fulfilled his term. The usual annual process will require a new vote for the Chair/Vice Chair positions. So, heads up that this is coming at the December meeting, then you would make a recommendation to the council in January 2021.

9. Other Business

9a. Board Reports

Wyveen-I attended Cycle Chaska with my family, was a great event. Weather was OK, but was impressed with the trails we were on, was very enjoyable.

Udermann-Nice to see Cub Scout out. Kids playing flag football at Moers Park, a parent asked him about the timing of various park replacements. He learned there is a plan in place that

defines which parks are up for replacement and when. Discussion on having Brian Jung from Public Work at a future meeting to share and explain that more.

Keyport-I did the 20-mile route with my husband at the Cycle Chaska event, was an enjoyable event.

Roan, thanks to Erin Link and staff on a great Cycle Chaska event. He road with Grange, Bob Lincoln, and Keyport for a bit.

10. Adjourn

Motion by Saueressig, second by Keyport to adjourn.

Roll Call of Board Members

- MINUTES -
CHASKA CITY COUNCIL
September 14, 2020

1. Work Session

1.A. CIP Program Update

Public Works Director Jung provided an update of the CIP Program.

2. Call to Order

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

3. Pledge of Allegiance

4. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Huang, Grau, and Mayor Windschitl.

Absent: None.

Also Present: Kevin Ringwald, Community Development Director; Ryan Seibert, Police Chief; Luke Melchert, City Attorney; Nate Kabat, Assistant Administrator; and Matt Podhradsky, City Administrator.

5. Adopt the Agenda

Motion by Councilmember Hubbard, second by Councilmember Huang to adopt the agenda as presented. Motion carried.

6. Visitor Presentation

None.

7. Minutes

Motion by Councilmember Hatfield, second by Councilmember Grau to approve the minutes of the August 17, 2020 City Council meeting. Motion carried.

8. Consent Agenda

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

A. Approve Temporary Liquor License for Guardian Angels Church

Motion to approve Temporary On-Sale Intoxicating License TW.20.03 for Guardian Angels Church, allowing them to serve intoxicating beverages at the AngelFest Celebration, effective September 26, 2020.

B. Accept Resignation from the Human Right's Commission - Darryl Scarborough

C. Establish a Public Hearing to Consider Approval of the Proposed 2021 Operating Plan and Budget and Imposition of Service Charges for the Chaska Downtown Special Services District

Motion to set the public hearing for October 19, 2020, to review and approve the

proposed SSD 2021 operating plan, budget, and service charges and direct staff to give notice of the public hearing.

- D. Adopt Resolution 2020-74, Approving the Right of Way Vacation for Cardinal Street/Pulte Homes
Motion to adopt Resolution No. 2020-74 to approve the Right of Way (ROW) Vacation for a portion of Cardinal Street.
- E. Adopt Resolution 2020-75, Approving the Lot Split and Consolidation for 3919 Bavaria Road and PIDs 300180800 and 300170400/Tim George/PC #2020-20
Motion to adopt Resolution #2020-75, approving the Lot Split and Lot Consolidation between 3919 Bavaria Road and PIDs 300180800 and 300170400 (on 82nd Street), subject to the stipulations included in said resolution and the following conditions:
1. Approvals shall be based on the following graphic exhibits: a. Certificate of Survey, prepared by Wenck Associates, dated September 4, 2020 and revised September 10, 2020
 2. Tract A is consolidated into PID 300180800 and Tract B is consolidated into PID 300170400
 3. Lot Consolidation is obtained through Carver County
 4. If the property owner wishes to pursue the third venue for Bavaria Downs at 3919 Bavaria Road it will require three-step planning process with the City (Concept Plan, Preliminary/CUP, and Final Plan).
- F. Approving the Sale of Excess City Property in SW Chaska
Motion to authorize the Mayor and City Administrator to execute a Purchase Agreement and execute the necessary steps to transfer ownership of the property consistent with said agreement.
- G. Approving 2021 Prosecution Contract
Motion to authorize the Mayor and City Administrator to execute the 2021 County Prosecution Contract.
- H. Adopt Resolution 2020-76, Approving the Final Plat for Pioneer Vista/Lennar/PC #2020-18
Motion to adopt Resolution No. 2020-76 approving the Pioneer Vista Final Plat for a 54-unit townhome development on 17 acres of land (PC #2020-18).

Mayor Windschitl inquired which portion of Cardinal Street is to be vacated.

Community Development Director Ringwald detailed that vacation location.

Mayor Windschitl also inquired about the lot split in item 8.E.

Community Development Director Ringwald provided further information regarding that item.

Motion carried.

9. Action Items

There were no action items.

10. Bills

10.A. Accounts Payable Council Roster 9-14-2020

The Council requested further information about bills on pages 3, 5, 10, 12, 16, 19-21, 32, 37-38, 41, and 50, as well as requested an update on Community Center refunds.

City Administrator Podhradsky provided further information regarding those bills and the refunds.

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

11. Other Business

11.A. City Administrator's Report

11.A.i. Bi-Weekly Report 9-14-2020

11.B. Financial Reports July 2020

Councilmember Hatfield:

- Mentioned early voting starts September 18, 2020.
- Noted there is a food distribution event on September 16 from 4:30pm-6pm at the old Gedney factory.

Councilmember Hubbard:

- Updated the Council on a meeting with Sheriff Kamerud and other members of the community and noted they will be meeting every other week.
- Noted she toured the Town Course today and that it is looking great.
- Noted the Carver County Small Business Emergency Assistance Program application window has been reopened until September 18, 2020 at 5pm.
- Noted the backyard chicken ordinance is being worked on by Staff.
- Reported there is a Carver County Commissioner candidate forum on Thursday, September 17, 2020.

Councilmember Huang:

- Commented that school is back in session and that is great for the kids.
- Noted Launch Ministries is having an online fundraiser on September 23, 2020 from 7-8pm.
- Noted the My Health non-profit annual fundraiser is on October 2, 2020 from 7-7:45pm. See myhealthmn.org for more information.
- Noted the September 25, 2020 food truck festival that was scheduled is now canceled.
- Noted the Night to Unite is canceled.
- Inquired what happened to the site near Jonathan Flats that the Dairy Queen was going to relocate to. City Administrator Podhradsky provided further detail into why that site is for sale.

- Asked what the purpose of the parallel train tracks near Linemen and Chanhassen High School is. City Administrator Podhradsky explained the purpose of those tracks in that location.
- Relayed a question from a constituent regarding whether the City sees any money back from fines for drug trafficking if the Chaska police help with the situation and whether this is guided by State Statute. Chief Seibert provided further information regarding this inquiry.
- Provided an update on SouthWest Transit.

Councilmember Grau:

- Inquired why the bike path near Bigwood Boulevard stops a mile short of the Jonathan-Carver bike path. City Administrator Podhradsky explained this will likely be done when the County works on the industrial park.
- Inquired when the preliminary plan from Costco is planned. City Administrator Podhradsky provided further information regarding that timeline.
- Thanked the schools for their hard work getting school up and running.

City Attorney Melchert:

- Reminded residents to fill out their census information.

Mayor Windschitl:

- Noted the next City Council meeting is September 21, 2020.
- Noted the speed signs have been repaired.
- Noted Highway 41 to 169 is open now.
- Reported Veterans Park was used last week to honor a Marine Corps retiree.

12. Adjourn

Motion by Councilmember Huang, second by Councilmember Hatfield to adjourn the meeting at 8:09 pm.

Motion carried.

- MINUTES -
CHASKA CITY COUNCIL
September 21, 2020

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Huang, Grau, and Mayor Windschitl.

Absent: None.

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

4. Adopt the Agenda

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

5. Visitor Presentation

None.

6. Consent Agenda

Councilmember Grau requested further information regarding item 6.A.

City Administrator Podhradsky provided more detail on item 6.A.

Motion by Councilmember Hatfield, second by Councilmember Grau to approve the Consent Agenda Items A through F:

- A. Adopt Resolution 2020-77, Approving the Street Name Change of Cardinal Street on the South Side of Del Webb Parkway
Motion to Adopt Resolution No. 2020-77, approving the street name change of Cardinal Street on the south side of Del Webb Parkway from Cardinal Street to Stargaze Point.
- B. Adopt Resolution 2020-78, Appointment of Election Judges for the 2020 General Election
Motion to adopt Resolution No. 2020-78 appointing those persons listed on Exhibit A as Judges of Election for the General Election, Tuesday, November 3, 2020.
- C. Adopt Resolution 2020-79, Bond Sale Reimbursement
Motion to adopt Resolution No. 2020-79 relating to financing certain proposed projects and establishing compliance with reimbursement bond regulations under the Internal Revenue Code.

- D. Approve Mt. Pleasant Cemetery Plot Repurchase
Motion to approve repurchase of Mt. Pleasant Cemetery Plot 593-1, from Shirley Lebo for \$150.00
- E. Approving Appointment of Alternate to MMPA Board of Directors
Motion to appoint Interim Electric Director Andrew Romine to the MMPA Board of Directors as the Alternate Member for the City of Chaska.
- F. TH 41/CSAH 61 Downtown Chaska Professional Services RFP
Motion to authorize staff to distribute the TH 41-CSAH 61 Historic Downtown Chaska Professional Services "Best Value" RFP, based on the aforementioned weighted selection criteria.

Motion carried.

7. Action Items

7.A. Adopt Resolution 2020-80, Establish Preliminary City Tax Levy for Taxes Payable 2021
City Administrator Podhradsky introduced the item to the Council.

Mayor Windschitl summarized the budget process for this year.

City Administrator Podhradsky presented the item to the Council.

Per request of the Council, City Administrator Podhradsky spoke into detail regarding other cities being Triple A rated.

The Council noted that the City tax levy has been discussed quite a bit at work sessions and they had the opportunity to have many of their questions answered there. They shared their thoughts regarding the options presented.

City Administrator Podhradsky noted that the \$11,413,137 includes the "all-in" for Chaska, not just the general fund.

Motion by Councilmember Huang, second by Councilmember Hubbard to adopt Resolution No. 2020-80 adopting the proposed assessed 2020 payable 2021 maximum property tax levy.
Motion carried.

7.B. Chaska Par 30/Learning Links of Chaska Project Consider Approval of Bids and Final Project Agreements

City Administrator Podhradsky presented the item to the Council.

Councilmember Huang asked for clarification regarding the number of rounds given to Learning Links.

City Administrator Podhradsky explained that amount and continued his presentation of the item.

Mayor Windschitl asked for a summary of the current parking agreement with Goodman Group.

City Administrator Podhradsky briefly detailed the current agreement and continued his presentation of the item.

Councilmember Grau noted concern with how to define "barrier-free golf."

City Administrator Podhradsky addressed this concern and continued his presentation of the item.

Mayor Windschitl inquired what the course will be charging.

A representative of Par 30 provided an update on the pricing discussions.

Mayor Windschitl asked if the average golfer will be comfortable not having traps.

The Par 30 representative provided more detail regarding that and the layout of the course.

Councilmember Grau inquired if there is any interest for a private organization to take on this plan and partner with Learning Links.

City Administrator Podhradsky explained why he did not think that would happen.

Councilmember Hubbard asked if Learning Links needs to continue raising money throughout this partnership beyond the initial amount.

City Administrator Podhradsky stated that is not part of the agreement and gave more information about how that might look into the future.

Councilmember Hubbard inquired how many rounds of golf per season allows the course to break even and what the cap-out would be.

City Administrator Podhradsky stated that at present, a break even would be 16,000-17,000 rounds per year and the cap-out is 32,000.

Councilmember Huang noted there is a probability that there will be a surge in peak the first few years. He asked if the programming cost will be determined.

City Administrator Podhradsky provided that information.

Mayor Windschitl inquired if the City or Learning Links will manage the programming.

City Administrator Podhradsky explained the City will handle operations but will work with Learning Links closely.

Councilmember Hubbard inquired if the partnership with Learning Links will be 50-50.

City Administrator Podhradsky detailed the partnership further.

The Council and Staff discussed the uniqueness of this project.

A representative of Learning Links thanked the Council for supporting this project.

Mayor Windschitl asked for more information about the 8'x16' prefab shaded structure that has been taken out of the project.

City Administrator Podhradsky provided further detail regarding the Change Order #1 and thanked the Public Works Staff for their hard work.

Motion by Councilmember Hubbard, second by Councilmember Huang to approve the following items and to authorize the City Administrator to execute these documents on behalf of the City:

- Construction Contract with Mid America Golf accepting their base bid
- Change Order #1 with Mid America Golf reducing construction scope of project
- Partnership agreement between Learning Links and the City of Chaska
- Amendment to Parking Lease Agreement between City of Chaska and Goodman Group
- Approval of Drainage Easement Agreement between Goodman Group and the City.

Motion carried.

8. Bills

8.A. Accounts Payable Council Roster 9-21-2020

The Council requested further information about bills on pages 1, 5, 8, 10, 11, and 15.

City Administrator Podhradsky provided further information regarding those bills.

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

9. Other Business

9.A. City Administrator's Report

9.A.i. Bi-Weekly Report September 21, 2020

Councilmember Grau:

- Updated the Council on the Eastern Carver County Education and Advisory Committee held earlier today.
- Inquired about a sign put up on Big Woods Boulevard. City Administrator Podhradsky stated the County put that up.

Councilmember Hatfield:

- Noted early voting has started.
- Commented Chaska residents have been really respectful with the mask mandate.

Councilmember Hubbard:

- Noted she had a chance to meet with Marshal and got to see some updates with the Community Center.
- Noted Cycle Chaska is this Saturday at 11 am and summarized the participation options.
- Shared a compliment from a participant in Chaska community programming.

Councilmember Huang:

- Noted the Launch Ministry fundraiser is this Wednesday from 7-8pm.
- Noted the My Healthy virtual fundraiser is on October 7, 2020.
- Reported the food distribution event at the old Gedney factory went very well and another one is scheduled at the same location on October 10, 2020 from 10:30am to noon.
- Noted Councilmember Hubbard and he are hosting an informal forum on Sunday, October 4 at City Square Park in the gazebo.

Mayor Windschitl:

- Noted the transportation in Washington will be virtual this year.
- Reported he attended the groundbreaking at West Brook Church.
- Inquired if dead end, barricaded streets in developments could be signed by the developer or the City if necessary.
- Noted Guardian Angels is having a car show this Saturday and luncheon.
- Noted Schram is having an Oktoberfest but that tickets are needed.
- Noted the October Council meetings are on the 5th and the 19th.

10. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Grau to adjourn the meeting at 10:19 pm.

Motion carried.

- MINUTES -
CHASKA CITY COUNCIL
October 5, 2020

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Huang, Grau, and Mayor Windschitl.

Absent: None.

Also Present: Kevin Ringwald, Community Development Director; Luke Melchert, City Attorney; Noel Graczyk, Administrative Services Director; Nate Kabat, Assistant Administrator; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

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

5. Proclamation

A. Recognition of National Pregnancy and Infant Loss Day – October 15th

Mayor Windschitl read a proclamation recognizing National Pregnancy and Infant Loss Day on October 15, 2020.

B. Recognition of Domestic Violence Awareness Month

Mayor Windschitl read a proclamation recognizing Domestic Violence Awareness Month.

6. Visitor Presentation

A. Update on the City Website Redesign Project

Kevin Wright provided the Council with an update on the City website redesign project.

Councilmember Huang asked which accessibility standards are being used.

Mr. Wright explained the standard being used and how Civic Plus is helping with that component.

Councilmember Huang inquired if there would be multilingual support.

Mr. Wright stated they will use Google Translate on the site.

The Council and Staff talked about implementing native language messages into the website as pertinent.

Mr. Wright continued his update on the website redesign project.

Councilmember Grau inquired of the quality of the websites of the surrounding communities.

Mr. Wright provided detail into what the surrounding cities are using.

7. Minutes

Motion by Councilmember Hubbard, second by Councilmember Grau to approve the minutes of the September 14 and September 21, 2020 City Council meetings. Motion carried.

8. Consent Agenda

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

- A. Adopt Resolution 2020-81, A Resolution authorizing submission of an application for grant funding from the U.S. Department of Commerce Economic Development Administration (EDA)
Motion to adopt the Resolution #2020-81 authorizing submission of an application for grant funding from the U.S. Department of Commerce Economic Development Administration (EDA).
- B. Adopt Ordinance 980, Adding Section 13.16.140 Sidewalk Repairs by Owner to Chapter 13 of the Code of Ordinances
Motion to adopt Ordinance #980, Section 13.16.140 Sidewalk Repairs by Owner to Chapter 13 of the Chaska Code of Ordinances.
- C. Joint Powers and Joinder Agreement for the Carver County Small Business Emergency Assistance Fund
Motion to authorize the Mayor to sign the Joint Powers and Joinder Agreement for the Carver County Small Business Emergency Assistance Fund.

Motion carried.

9. Action Items

9.A. Adopt Resolution 2020-82, Public Hearing to Consider Certification of Delinquent Utilities and Miscellaneous Unpaid Fees

City Planner Hanson presented the item to the Council.

Councilmember Grau asked for clarification on the November deadline for paying without interest.

City Administrator Podhradsky gave further detail into that timeframe and process.

Councilmember Grau inquired if the numbers this year are comparable to previous years.

City Administrator Podhradsky explained the numbers are slightly higher but pointed out the numbers now include electric whereas they did not in previous years.

Mayor Windschitl opened the public hearing at 7:51 pm.

Mayor Windschitl closed the public hearing at 7:52 pm.

Motion by Councilmember Grau, second by Councilmember Hubbard to approve Resolution #2020-82 approving certification of delinquent utilities and miscellaneous unpaid charges to Carver County for collection with the payable 2021 property taxes. Motion carried.

10. Bills

10.A. Accounts Payable Council Roster 10-5-2020

The Council requested further information about bills on pages 2, 4, 6, 9, 10, and 18.

City Administrator Podhradsky provided further information regarding those bills.

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

11. Other Business

11.A. City Administrator's Report

11.A.i. Bi-Weekly Report October 5, 2020

Councilmember Hatfield:

- Encouraged residents to check out the Beyond the Budget series from the City.
- Commented that there are fake events running on Facebook so to be aware.

Councilmember Hubbard:

- Noted the food distribution event on Friday at the old Gedney factory is from noon to 1:30pm.
- Noted there is free COVID testing at the Chaska Community Park on October 13, 2020.
- Provided an update on her water utility tour and the town course tour.

Councilmember Grau:

- Inquired if there are a good number of election judges. Assistant Administrator Kabat stated the numbers are good right now.
- Reminded residents to wear masks, social distance, and get tested if showing symptoms. Councilmember Huang noted the Chaska High School went back to hybrid learning last week.

Kevin Wright:

- Noted the City is partnering with the high school to broadcast high school games on Comcast 14.

City Administrator Podhradsky:

- Noted the Par30 is under way and the groundbreaking is next Tuesday at 2:30 pm.

Mayor Windschitl:

- Noted the letter from the Police Department went out last week and encouraged residents to read it and fill out any comments and return it.
- Congratulated Susan Arntz on her new job.
- Commented that the Hammer's property is really moving dirt.
- Noted the ribbon cutting for the Lyman Boulevard and Hwy 41 project will be tomorrow.
- Noted the next Council Meeting is October 19, 2020.

12. Adjourn

Motion by Councilmember Huang, second by Councilmember Grau to adjourn the meeting at 8:18 pm.

Motion carried.

- MINUTES -
CHASKA CITY COUNCIL
October 19, 2020

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Huang, Grau, and Mayor Windschitl.

Absent: None.

Also Present: Luke Melchert, City Attorney; Nate Kabat, Assistant Administrator; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

Motion by Councilmember Hatfield, second by Councilmember Hubbard to adopt the agenda as presented. Motion carried.

5. Visitor Presentation

5.A. SouthWest Transit Update

Len Simich, Chief Executive Officer & General Manager of SouthWest Transit, provided an update regarding SouthWest Transit.

Bob Roepke provided comment regarding how SouthWest Transit is handling this challenging time.

Councilmember Hatfield asked if there is anything concrete the City can do to assist SouthWest Transit.

City Administrator Podhradsky recommended having the City's Met Council representative, Deb Barber, present to the Council on what the Blue Ribbon Committee's intent is and for the City to share any concerns.

The Council discussed the benefits of SouthWest Transit in the community.

Mr. Simich recommended the City also be in touch with the legislative delegation along with the Met Council representative.

Councilmember Huang discussed the importance in being united in how the City approaches this.

Mr. Simich provided further information in how the budget is set.

Councilmember Hatfield asked if there is support for SouthWest Transit from surrounding communities.

Mr. Simich explained the founding cities strongly support SouthWest Transit.

City Administrator Podhradsky stated he will try to get Deb Barber from Met Council to the November 2, 2020 Council meeting.

Councilmember Huang suggested the surrounding communities work together to develop a strategy to best communicate their message.

Mayor Windschitl commented how important SouthWest Transit is for Chaska. He asked if there have been any conversations regarding whether people now working from home will do indefinitely and thus affect trips downtown.

Mr. Simich shared his thoughts regarding this possibility.

Mr. Roepke noted suburban transit has five minutes to present its story to the Blue Ribbon Panel on Monday, October 26.

Mayor Windschitl inquired if Met Council will also get five minutes.

Mr. Simich stated that they have already had their full meetings to talk about metro transit, metro mobility, light rail, and BRT.

Mr. Roepke reiterated the importance of suburban transit.

Councilmember Huang summarized focus of the Met Council's Regional Transit Value Study meeting that he attended.

6. Minutes

Motion by Councilmember Grau, second by Councilmember Hatfield to approve the minutes of the October 5, 2020 City Council meeting. Motion carried.

7. Consent Agenda

Councilmember Hubbard asked for further clarity regarding the action in item 7.E.

Brian Jung, Public Works Director, summarized the plan for the Lake Grace trail.

City Administrator Podhradsky provided further detail regarding the trail dimensions.

Mayor Windschitl pointed out the importance of this trail connection.

Sherry DeBoer, representative from East Lake Association, thanked the City for understanding the concerns of the homeowners.

Motion by Councilmember Hubbard, second by Councilmember Huang to approve the Consent Agenda Items A through E:

- A. Adopt Ordinance 981, Amending Chapter 11, Section 11.08.20 Uniform Fire Code of the Chaska Code of Ordinances
Motion to set a special meeting to occur on August 27, 2020 at the Chaska Event Center from 6:30 pm to 8:30pm.
- B. Adopt Resolution 2020-84, Accepting Gifts and Donations
Motion to adopt Resolution No. 2020-84 acknowledging and accepting gifts to the City of Chaska received during the period July 1, 2020 through September 30, 2020.
- C. Adopt Policies and Procedures for Federal Awards Administration
Motion to adopt Policies and Procedures for Federal Awards Administration.
- D. Adopt Resolution 2020-85, Approving the Final Plat for Club West 10th Addition/Traditions Development/PC #2020-19
Motion to adopt Resolution No. 2020-85 approving the Final Plat for Club West 10th Addition for 4 single-family lots (PC #2020-19).
- E. Lake Grace Trail Connection to Highway 41 Underpass
Motion to Approve the Park Board's recommendation authorizing staff to move forward on this project and solicit bids for the improvements needed to connect the Lake Grace trail to the Hwy 41 underpass.

Motion carried.

8. Action Items

8.A. Adopt Resolution 2020-83, Public Assessment Hearing: Adopt Resolution Approving the Imposition of Service Charges for the 2021 Chaska Downtown Special Services District
City Administrator Podhradsky introduced the item to the Council.

Assistant Administrator Kabat presented the item to the Council.

Dan Keyport, President of the Downtown Business Alliance and Special Services Board, presented a summary of the Chaska Downtown Special Services District mission.

Councilmember Hubbard inquired after the partnership between CDSSD and the Chamber.

Mr. Keyport stated the relationship is strong. Jen Angel, Special Services Director, provided further detail into this relationship.

City Administrator Podhradsky also commented on this relationship.

The Council commended the CDSSD for their work and planning.

Mayor Windschitl opened the public hearing at 8:22 pm.

Mayor Windschitl closed the public hearing at 8:23 pm.

Motion by Councilmember Hatfield, second by Councilmember Huang to Adopt Resolution 2020-83 Imposing Service Charges and Setting the 2021 Operating Budget and Plan for the Chaska Downtown Special Service District. Motion carried.

9. Bills

9.A. Accounts Payable Council Roster 10-19-2020

The Council requested further information about bills on pages 2, 4, 5, 7, 8, 13, 15, 16, and 23 as well as the work done on Isabel.

City Administrator Podhradsky and Jung provided further information regarding those bills and that project.

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

10. Other Business

10.A. City Administrator's Report

10.B. Bi-Weekly Report 8-17-2020

10.C. Other Reports

10.C.i. Financial Reports—August 2020

Councilmember Grau:

- Inquired if tree lighting will still happen this year. City Administrator Podhradsky provided further detail regarding that.
- Inquired about the bumpy tar at the bottom of the hill at Big Woods Boulevard and Chaska Boulevard. Mayor Windschitl stated it happened from trucks dropping tar when waiting at stop lights. Jung spoke further about how this happens and stated they typically go away over time.
- Encouraged residents to continue to wear masks and social distance.

Councilmember Huang:

- Noted the food distribution event at the Gedney Factory went well summarized the numbers of those fed.
- Noted the Trail of Fun on Saturday, October 23 from 4-8 pm is full.
- Commented that the new City website is fantastic.
- Congratulated the Chaska Hawks football team on their recent victories.

Councilmember Hubbard:

- Commented that the food distribution event was wonderful.
- Noted the ribbon cutting for the Highway 41 roundabout and the groundbreaking for the loop at Chaska have occurred and were wonderful events.
- Noted there is an Elected Leaders of Carver County meeting on October 27th discussing affordable housing.

- Reported there is a mental health professional available at the County. City Administrator Podhradsky commented how great an asset this is for the County. Mayor Windschitl inquired if this is available 25/7. City Administrator Podhradsky stated that it is and detailed how that will work.
- Commented how wonderful the response to the community report has been.

Councilmember Hatfield:

- Noted there is an online squad car story time on October 23 with the Carver County Library System and Officer Janke.
- Noted Coffee with a Cop Day and National Drug Take Back Day will be held October 24 from 8:30-9:30am at the South Caribou and provided the details of the drop off.
- Inquired when the next two Beyond the Budget episodes will come out. Kevin Wright stated they will be out soon.

Assistant Administrator Kabat:

- Provided detail regarding thank you letters received from residents.

City Administrator Podhradsky:

- Offered condolences to his wife who lost her best friend today and told her he is thinking of her.
- Noted the Fall Clean-up Day is Friday, October 30 from noon-4pm and Saturday, October 31 from 8am-2pm.

Mayor Windschitl:

- Inquired if the Veterans Day program at the middle school is canceled. City Administrator Podhradsky stated he will check on it.
- Noted the Southwest Regional Trail bridge over Hwy 101 is up and noted that road will open early November.
- Noted the next Council Meeting is November 2, 2020.
- Encouraged residents to get out and vote if they have not already.

11. Adjourn

Motion by Councilmember Huang, second by Councilmember Hubbard to adjourn the meeting at 8:55 pm.

Motion carried.

CHASKA PLANNING COMMISSION MINUTES September 9, 2020

1. Call to Order

Chairperson Dahlke called the meeting to order at 7:00 pm.

Chairperson Dahlke read aloud a statement explaining that due to the COVID-19 pandemic the Chaska Planning Commission met via electronic means. He explained how the public can still be involved in the meeting and discussions.

2. Roll Call

Roll call was taken. Members present: Commissioners Brass, Cross, Lacey, Olson, Rylee, Sailer, and Bowe and Chairperson Dahlke

Members absent: Commissioner Urbanski

Also present: Liz Hanson, City Planner.

3. Adopt the Agenda

Motion by Commissioner Cross, second by Commissioner Bowe, to adopt the agenda as presented.

Roll Call Vote: Ayes – all. Motion carried.

4. Visitor Presentation

There was none.

5. Minutes

Motion by Commissioner Bowe, second by Commissioner Sailer, to approve the Minutes of the Aug 12, 2020, Planning Commission meeting as presented.

Roll Call Vote: Ayes – all. Motion carried.

6. Consent Items

Motion by Commissioner Olson, second by Commissioner Lacey, to approve the Consent Agenda as follows:

6.A. Motion to recommend to City Council approval of a Final Plat of a 54 unit townhome development on approximately 17 acres of land just north of Clover Ridge (PC# 2020-18), subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:

- a. Response to Additional Items Needed, prepared by Lennar, dated August 26, 2020
- b. Title Sheet (pg C1.01), prepared by Sambatek, dated August 25, 2020
- c. Overall Site-PRD Plan (pg C3.01), prepared by Sambatek, dated August 25, 2020
- d. Site-PRD Plan-West (pg C3.02), prepared by Sambatek, dated August 25, 2020
- e. Site-PRD Plan-East (pg C3.03), prepared by Sambatek, dated August 25, 2020

- f. Overall Grading Plan (pg C4.01), prepared by Sambatek, dated August 25, 2020
 - g. Grading Plan-West (pg C4.02), prepared by Sambatek, dated August 25, 2020
 - h. Grading Plan-East (pg C4.03), prepared by Sambatek, dated August 25, 2020
 - i. Topsoil Management Plan (pg C4.04), prepared by Sambatek, dated August 25, 2020
 - j. Erosion Control Phase 1 (pg C5.01), prepared by Sambatek, dated August 25, 2020
 - k. Erosion Control Phase 2 (pg C5.02), prepared by Sambatek, dated August 25, 2020
 - l. Erosion Control Notes & Details (pg C5.03), prepared by Sambatek, dated August 25, 2020
 - m. Overall Utility Plan (pg C6.01), prepared by Sambatek, dated August 25, 2020
 - n. Utility Plan-West (pg C6.02), prepared by Sambatek, dated August 25, 2020
 - o. Utility Plan-East (pg C6.03), prepared by Sambatek, dated August 25, 2020
 - p. Overall Storm Sewer Plan (pg C7.01), prepared by Sambatek, dated August 25, 2020
 - q. Storm Sewer Plan-West (pg C7.02), prepared by Sambatek, dated August 25, 2020
 - r. Storm Sewer Plan-East (pg C7.03), prepared by Sambatek, dated August 25, 2020
 - s. Storm Sewer Plan-Central (pg C7.04), prepared by Sambatek, dated August 25, 2020
 - t. Street Plan-West (pg C8.01), prepared by Sambatek, dated August 25, 2020
 - u. Street Plan-East (pg C8.02), prepared by Sambatek, dated August 25, 2020
 - v. Overlay Plan (pg C8.03), prepared by Sambatek, dated August 25, 2020
 - w. Details (pg C9.01-C9.04), prepared by Sambatek, dated August 25, 2020
 - x. Tree Inventory Plan (pg L0.0), prepared by Sambatek, dated August 25, 2020
 - y. Tree Preservation List (pg L0.1), prepared by Sambatek, dated August 25, 2020
 - z. Overall Landscape Plan (pg L1.01), prepared by Sambatek, dated August 25, 2020
 - aa. Landscaping Plan-West (pg L1.02), prepared by Sambatek, dated August 25, 2020
 - bb. Landscaping Plan-East (pg L1.03), prepared by Sambatek, dated August 25, 2020
 - cc. Landscape Details and Notes (pg L1.04), prepared by Sambatek, dated August 25, 2020
 - dd. 54 Unit Residential Neighborhood Site Plan, prepared by Sambatek, date July 29, 2020
 - ee. Section/Elevations, prepared by Sambatek, date July 29, 2020
 - ff. Home Plans (pgs 1-28), prepared by Lennar
 - gg. Pioneer Vista Final Plat (pgs 1-5), prepared by Van Neste Surveying
2. Adherence with the City Engineer's Memo dated September 1, 2020.
 3. Adherence with the Carver County Public Works Memo, dated August 6, 2020.
 4. Adherence to the following building setbacks:
 - a. Front (from Street Right of Way): 20 feet
 - b. Between Buildings: 15 feet
 - c. Clover Ridge Drive: 20 feet
 - d. Pioneer Trail: 125 feet from centerline
 - e. Railroad: 50 feet
 5. Provision of 360 degree architecture be used on all facades seen from public view.

6. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs.
7. Preservation of wetlands and a 30 foot buffer.
8. Provision of a storm water management plan meeting City and Carver County WMO standards.
9. Provision of a construction traffic plan with appropriate traffic signage to be coordinated and approved by the City Engineer.
10. Construction traffic shall not use the existing Clover Ridge neighborhood streets and shall be limited to Pioneer Trail only.
11. Provision of a separate outlot for the monument sign with a drainage and utility easement over its entirety to be revised on the Final Plat prior to recording.
12. Provision that Emerson Court is used for the street name on the Final Plat and to be revised prior to recording.

Roll Call Vote: Ayes – all. Motion carried.

7. Action Items

None.

8. Other Business

8.A. Receive Other Meeting Minutes

8 A.i. Receive the Minutes of the August 3rd and draft August 17th, 2020 City Council Meetings.

8 A i.i. Receive the Minutes of the August 3rd, 2020 EDA Meeting.

8 A.i.i.i. Receive the Minutes of the August 10th, 2020 Park Board Meeting.

8.B. Project Updates

City Planner Hanson gave a brief overview of various projects throughout the City. She stated that the 2040 Comprehensive Plan was adopted at the City Council meeting on August 17, 2020. She stated that there are a few projects in town that have hit a standstill. She stated that those projects are: Structures Incorporated to construct an office building off of Old Audobon Road. She noted that they ran into troubles with their financing because the construction costs would be so high because the site has poor soils. She stated that she believes they have found a different site in Chanhassen and may be looking to sell this property; Chaska Building Center site at the corner of Fire Lane and Chaska Boulevard, this had a concept plan brought before the City, but there has not been much marketing done on this site, so she is not sure if this will be moving forward. She stated that they have not yet secured a stakeholder for either the office or industrial side of this project; Hazelview Senior Co-op which is located at Hundertmark Road and Pioneer Trail, the City reviewed a concept plan for this and the City has recently heard from the property owner that they are going back and forth on a decision on whether to develop or sell the property.

Commissioner Cross

- Stated that she would like to share her opinion that a homeowner's association should be the entity that makes the decision of what type of play area, if at all, goes into their development.

Chairperson Dahlke

- Likes the rapid progress that is happening on Lyman Boulevard

9. Adjourn

Motion by Commissioner Brass, second by Commissioner Cross to adjourn the meeting at 7:20 pm.

Roll Call Vote: Ayes – all. Motion carried.



City of Chaska

Letter of Intent for Partnership

November 5, 2020

City of Chaska
1 City Hall Plaza
Chaska, MN 55318

And

Arts Consortium of Carver County
P.O. Box 462
Chaska, MN 55318

This letter is intended to set forth a letter of intent by the City of Chaska and the Arts Consortium of Carver County. This is not a binding, legal document, but rather an outline of a proposed partnership that each side intends to become party to.

BACKGROUND:

The Arts Consortium of Carver County (ACCC) is a local 501(c)3 nonprofit organization that was established in 2009. The ACCC's goal is to be a nationally recognized arts community by working together with local business, government, education, individual, civic and community-based organizations. Everyone benefits through a thriving local arts scene – our community bonds are strengthened, new residents are attracted, and economic prosperity is created.

The ACCC has built up a volunteer and membership base to help grow the arts in Carver County. Some examples of ACCC accomplishments include: ArtStock Art & Wine Festival, Art Wander open studio tour, Songwriters and Musicians of Carver County CD's, rotating art exhibits, poetry and photography contests, barn quilts tourism, and more. In 2018, the ACCC opened an Arts Center in the Notermann Building in Victoria.

Recently, the ACCC informed the City of Chaska of their intent to relocate their Art Center. While the Notermann Building was a great space for their Art Center, they indicated the location in the basement of the building was challenging to attract people. With the three-year term of their lease expiring at the Notermann Building at the end of this year the ACCC wanted to discuss the Chaska Community Center as one of their options to relocate their Art Center.

After several discussions, the City of Chaska staff feel the Chaska Community Center is an ideal location for the ACCC and lends itself to a unique partnership with the Chaska Parks and Recreation Department on arts programming. An "Arts Addition" was built at the Chaska Community Center in 2006 that includes a magnificent art gallery/exhibit space and an indoor theater. A partnership with the ACCC will maximize the use of these spaces and provides opportunity to expand programming into the other multi-use

EXHIBIT "B"

2021: \$750 per month*

2022: \$773 per month*

2023: \$796 per month*

*Shall the net sales of twenty percent (20%) be greater than the monthly rate above, the ACCC shall pay the CITY the greater amount.

MEMORANDUM OF UNDERSTANDING FOR ARTS PROGRAM PARTNERSHIP:

PARTNERSHIP PURPOSE

The purpose of this partnership is to expand upon and enhance arts programming, activities, and events for Carver County and Chaska residents to participate in. The CITY and ACCC have compatible values and goals relating to the arts which creates a mutual benefit. Utilizing each other's resources will provide greater effectiveness and positively affect the quality of arts experiences provided to the community. This partnership will provide more programming opportunities lending to increased participation in the arts which will create a greater awareness of the talented artists in Carver County...and encourage more people to become artists into the future.

COMMUNITY BENEFIT

This partnership will provide opportunities for individuals of all ages and abilities to experience a variety of arts programs, activities, and events. Arts programming provides benefits to participants such as: stimulating imagination, becoming more observant, enhancing problem-solving skills, improving motor development skills, providing a sense of accomplishment, and reducing stress. The arts create a strong "sense of community" while providing social, cultural, economic, and health benefits to the community.

PROGRAMMING PROCESS

The ACC shall meet with CITY staff on a monthly basis to discuss and plan a variety of arts programming utilizing CITY facilities to include, but not limited to, the Chaska Community Center, Chaska Curling and Event Center, and Chaska parks. The ACCC and CITY shall establish an agreed upon participant fee for each program, activity, and event that accounts for direct costs and achieves an overall profit goal of 30%. The ACCC and CITY shall establish criteria to determine when it is in the best interest to cancel any planned programs, activities, and events and if there is disagreement the CITY shall have final discretion.

WHEN PLANNING ARTS PROGRAMS, ACTIVITIES, AND EVENTS THE CITY AGREES TO THE FOLLOWING:

1. CITY will provide complimentary use of CITY facilities for partnered programs, activities, and events.
2. CITY will promote partnered programs, activities, and events in recreation program activity guide, email list-serv, Facebook, and CITY's website with a link to ACCC's website.
3. CITY will set-up partnered programs, activities, and events into CITY's on-line registration software, ActiveNet.
4. CITY will register individuals who prefer to do so in-person or via phone rather than on-line.
5. CITY will collect all fees associated with partnered programs, activities, and events.
6. CITY will provide ACCC registration and roster reports for planned programs, activities, and events to track financials and participation.
7. CITY will set-up and take-down tables, chairs, and other standard equipment needed for partnered programs, activities, and events.

WHEN PLANNING ARTS PROGRAMS, ACTIVITIES, AND EVENTS THE ACCC AGREES TO THE FOLLOWING:

1. ACCC will schedule and pay artists to execute partnered arts programs, activities, and events.
2. ACCC will purchase all necessary supplies for partnered programs, activities, and events.
3. ACCC will create marketing and share with CITY to promote partnered programs, activities, and events.
4. ACCC will promote partnered programs, activities, and events on ACCC's Facebook and website with a link to CITY's website/ActiveNet registration site.
5. ACCC will assist CITY with set-up and take-down of equipment for partnered programs, activities, and events.
6. ACCC will keep CITY and artists updated on logistics of partnered programs, activities, and events to ensure successful execution.

FINANCIAL AGREEMENT

The CITY and ACCC agree to split all revenues, less any and all taxes, collected for partnered programs, activities, and events fifty percent (50%) each. The CITY shall submit payment to ACCC on or before the 15th of each month for their portion of the previous month's revenues.

TERM

This Agreement shall become effective as of the date of its execution and shall continue in effect through December 31, 2020; provided, however, that commencing on January 1, 2021 and each January 1 thereafter, the Term shall automatically be extended for one additional year unless, not later than September 30 of the preceding year, the CITY or the ACCC shall have given notice not to extend the Term. Any and all changes to this Agreement must be approved by both the Chaska City Council and ACCC Board of Directors.

APPROVAL PROCESS:

1. Park Board Recommendation to City Council: November 9, 2020
2. City Council Approval: November 16, 2020

Upon the above approvals, staff will then generate a Lease Agreement and a Memorandum Of Understanding for Arts Programming Partnership for City Council to approve no later than the December 21, 2020 City Council meeting.

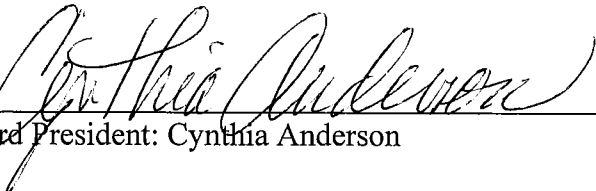
By signing below each party agrees to the outline of the proposed partnership and desires to proceed with a Lease Agreement and a Memorandum Of Understanding for Arts Programming Partnership.

CITY OF CHASKA

By _____
City Administrator: Matt Podhradsky

Date: _____

ARTS CONSORTIUM OF CARVER COUNTY

By 
Board President: Cynthia Anderson

Date: 11/5/20

MEMORANDUM OF UNDERSTANDING
FOR RECREATION SERVICES
BETWEEN THE CITY OF CARVER AND CITY OF CHASKA

1. TERM

CHASKA will provide recreation services to CARVER, as specified in this memorandum of understanding, beginning January 1, 2021 through December 31, 2023. CHASKA or CARVER shall have the option to terminate or renegotiate the terms of this agreement upon one-hundred-twenty (120) days written notice to the other party.

2. PAYMENT

CARVER shall pay CHASKA bi-annual payments for recreation services as specified in the table below.

Year of Service	Total	Payment 1 January 15	Payment 2 June 15
2021	\$66,611	\$33,305.50	\$33,305.50
2022	\$69,267	\$34,633.50	\$34,633.50
2023	\$72,030	\$36,015	\$36,015

3. FEES COLLECTED

CHASKA shall retain all collected revenues related to recreation service programming in CARVER. CHASKA shall retain all collected revenues from CARVER related to facility use and recreation programming in CHASKA.

4. RECREATION PROGRAM AND EVENT PLANNING

For each programming season, CHASKA shall provide a variety of recreation programs and events in Carver, consistent with participation levels and based on available facilities. Examples include open gym, yoga in the park, day camps, adult sports leagues, vehicle fair, summer concerts, etc.

CARVER shall pay for direct costs, with the exception of CHASKA labor costs, for the carrying out of event planning. Examples of direct costs include band fees, stage rental, movie rental, event supplies, and so on.

5. CHASKA RECREATION PROGRAMS

CHASKA shall provide resident reciprocity to CARVER for all recreation programs and activities provided by the Chaska Recreation Department with all benefits being identical for Chaska and Carver residents.

6. CHASKA COMMUNITY CENTER

CHASKA shall provide resident reciprocity to CARVER at the Chaska Community Center with all benefits related to the facility being identical for Chaska and Carver residents.

7. CHASKA TOWN COURSE AND PAR 30

CHASKA shall provide resident reciprocity to CARVER at the Chaska Town Course and Chaska Par 30 with all benefits related to the facility being identical for Chaska and Carver residents.

8. CHASKA CURLING CENTER AND BANQUET FACILITY

CHASKA shall provide resident reciprocity to CARVER at the Chaska Curling Center and Banquet Facility with all benefits related to the facility being identical for Chaska and Carver residents.

9. COMMUNICATIONS

CARVER and CHASKA staff shall meet on a seasonal basis to discuss participant, CARVER staff, and CARVER Parks Commission feedback. Such feedback will be used by CHASKA staff to plan and execute future program and event offerings. CHASKA will advertise programs and events occurring in CARVER through a variety of marketing options such as print/digital activity guide, website, email list-serv and social media.

10. ANNUAL REPORT

CHASKA shall provide CARVER with an Annual Report summarizing participant and facility usage, as staff efforts to coordinate events and programs in Carver.

CITY OF CARVER:

CITY OF CHASKA:

Courtney Johnson, Mayor

Mark Windschitl, Mayor

Date

Date