

Chaska Park Board  
Meeting Minutes  
February 9<sup>th</sup>, 2021  
Zoom

**1. Call to Order**

The February 9<sup>th</sup> meeting of the Chaska Park Board was called to order by Chair David Downs at 7:00 pm via Zoom.

**2. Roll Call**

Attendance via Zoom: David Downs, Jason Branch, Elizabeth Wyveen, Georgiann Keyport, Zach Saueressig

Absent: Ernesto Ruiz Gutierrez, Jalen Destin

Staff: Marshall Grange, Mary Monteith, Mike Tudor-IS assistance

**3. Adopt Agenda**

Motion by Wyveen, second by Branch to adopt the February 9<sup>th</sup>, 2021 meeting Agenda.

Roll Call for Approval

**4. Visitor Presentation**

None in Attendance

**5. Approve Previous Meeting Minutes**

5A. Motion by Wyveen, second by Branch to approve the Chaska Park Board meeting minutes of December 14<sup>th</sup>, 2020.

Roll Call for Approval

**6. Receive Council and Planning Meeting Minutes**

6A. Council Minutes November 30<sup>th</sup>

6B. Council Minutes December 7<sup>th</sup>

6C. Council Minutes December 21<sup>st</sup>

Downs shared that in reading these Council minutes, it appears that the City Square project is ramping up. The developer has been picked and there now are weekly meetings. More to come.

6D. Council Minutes January 4<sup>th</sup>

6E. Planning Minutes October 14<sup>th</sup>

6F. Planning Minutes December 9<sup>th</sup>

## **7. Discussion Items**

### **7A. Carver County Arts Consortium Update**

Grange gave an update on the Arts Consortium. The MOU and Lease Agreement was approved by the Council at the Dec. 21, 2020 meeting. In January, various meetings occurred with staff and Cindy Anderson to talk through the planning process to establish the rent and billing in Active Net. The gift shop rent will be set up as a monthly auto withdrawal from their account for the base rent. The Arts Consortium will then submit a sales reports to CCC staff, by the 5<sup>th</sup> of each month. If there is revenue due to the CCC, they will pay by the 15<sup>th</sup> of each month.

The Programming partnership piece, is a bit more complex. While many of the programs will be done in partnership, each entity is responsible for various pieces; room reservations, program registration, supplies, staffing, etc. plus the shared program revenue of 50%. There is a bit more to it, but think we are headed in the right direction. We have had good discussion and staff are working hard to get it all set up. As far as programming right now, most of their events are set up in the gallery. This month there is a Family Connected exhibit through February 27<sup>th</sup>. The opening reception is February 11<sup>th</sup>. They have been planning for various events this year. In planning are: Art Stock, literary events, music in the theater, and their annual CD release concert hopefully in June. There are bookmarks throughout the building for patrons to grab of the listings for this year. Saueressig suggested they put a stand at the CCC front entrance with the bookmarks so there is a better visual. Currently on FB we both are marketing an art and bake kit available for purchase. Cindy meets monthly with our programmers to talk through new program ideas, while still navigating through COVID protocols.

### **7B. Bicycle and Pedestrian Master Plan Update**

Grange shared that the SHIP Agreement with Carver County Public Health for the Bicycle and Pedestrian Master Plan was approved at the January 25<sup>th</sup> Council meeting. Grange this week sent out the Request for Quotes (RFQ) on the Master Plan. It was sent out to 3 consultants, WSB, Community Design Group and Hoisington. BikeMN, also suggested a couple others to forward the RFQ to. The quotes are due March 1<sup>st</sup>, staff will review them and bring back to the March meeting for discussion. We will set up a work session with the selected consultant hopefully in April, as well as bring back the Bike Committee to review the results. This will ensure we all are on the same page. We will want representation from the Park Board on the Bike Committee as things move forward. Grange asked all to think about that and will talk more in March.

Keyport asked about the current members on the Bike Committee. Grange explained the history on how the committee was created and shared who is on it and their role in helping to prepare the Bike Friendly application. The committee consists of various representatives from other city departments, Planning Commission, District 112, Human Rights commission, SW Transit, the Downtown Business Alliance, and Carver County Public Health. As we get closer to picking a consultant, we will want to get more public representatives involved, as well as a Council rep.

Wyveen asked if still planning to apply this summer? No, more than likely we will target February 2022. A lot of resources are still needed, lots of things need to happen. COVID played

into this as well with timing. There are 180 questions that we need to prepare to address in the application.

### **7C Community Center Master Plan Update**

We have not started planning yet but wanted to share more on this. The CCC is celebrating the 30-year anniversary of the dedication on Feb. 19. We plan on celebrating the success of the Community Center and are offering memberships that day at 30% off. The CCC has been a premier gathering space for the City for years. But it is a 30-year-old building, it is aging. We have many upgrades we need to account for. We need to think about how we may want to do things differently looking forward. Maybe establish a new vision, while we continue to serve the needs and wishes of the community. Trends have changed, maybe we look at new ideas.

Discussion has also started with our finance department as well as consulting firm Baker Tilly on laying out a baseline for financials, and ideas on change. The current makeup of our general fund has a lot of program activity in it that is conducted within the CCC. Discussion needs to happen on what should be more general fund budget, and what is more of a CCC cost. We currently budget about \$30/per capita, most other similar Centers, spend about \$120/capita. We need to reconsider and refine that better. Staff need to make decisions on what we are currently offering, and again, what the trends are. Grange is starting work on a proposal to go out mid-March for a planning/architectural RFQ. Then we will start work on compiling a citizen task force. We would look at 2 from the Council, 1 from each commission, staff from our finance department, the CCC Manager, the Program Manager, a CCC member, and a community representative. Grange sees about 15 on the task force. They would be charged with working with the consultant over time on shaping the Master Plan. There would be group focus meetings with staff, and other city departments. We also will seek feedback from current renters in our building, major users, and District 112. This will help determine the best way to survey the public for feedback. It is complex but exciting!

Staff just did a kickoff video on social media for the 30-year celebration as well as the one-day sales promotion on the 19<sup>th</sup>. Grange also mentioned the Master Plan.

Downs, the Master Plan, certainly valuable. Guessing it could be a significant amount of money. But let's start dreaming, what could it be 20 years from now. Additions, remodel etc.

Saueressig asked about park board representation on the committee. Grange, one person would be the rep on the task force, as things get going, that rep would give monthly updates at the park board meetings. Grange will come up with plan as to who that rep will be.

Keyport, if the financial side is refigured, would that impact our residents? Downs, by separating and allocating costs out from the CCC, it should show a much better picture. Maybe then we want that piece of the pie to be way bigger. Then we need to make decisions, taxes, sponsorship opportunities etc. A nice opportunity to dream but must be a realistic plan. Grange shared that the Council remains committed that the CCC remains assessable to all in the community.

## **8. Other Business**

### **8A. Board Reports**

Saueressig-Impressed with all going into the CCC in the morning. The system for sign up, staff is great, swimming is great. One thing, the family locker rooms. Need bigger area. Grange, a perfect example to think on, how can that area look different.

Wyveen-There currently are Take and Make craft kits available for families at the Chaska Library. There is a food distribution event at Gedney coming up. The Ice Garden at Firemen's Park, the kids had a blast. Really fun, and everyone wore masks and distanced.

Keyport-We visit the CCC in the mornings, I appreciate having to wear masks, with the new variant threat, I really appreciate that. I encourage you to keep at it. Grange, we continue to abide with the Governors Orders. People are tired of COVID things but stay strong.

Downs, Reminder of the Feb. 22<sup>nd</sup> meeting on social media. Thank Brian Jung again for tonight, always appreciate him coming and sharing things. He is awesome.

## **9. Adjourn Meeting**

Motion to Adjourn the February meeting by Keyport, second by Saueressig.

Roll Call by Downs