

Chaska
Parks and Recreation Commission
Meeting Minutes
January 11, 2022

1. Call to Order

The January 11, 2022 meeting of the Chaska Parks and Recreation Commission was called to order by Vice Chair Jason Branch at 7:00 pm.

2. Roll Call

Attendance: Vice Chair Jason Branch, Karli Cich, Donelle Heieie, Georgiann Keyport, Zach Saueressig, and Elizabeth Wyveen

Absent: Chair David Downs

Staff: Parks and Recreation Director Marshall Grange, Assistant to the Director Mary Monteith, Communications Michelle Blasko.

3. Adopt Agenda

Motion by Wynveen, second by Heieie, to adopt the January 11, 2022, meeting Agenda.

Roll Call for Approval

4. Visitor Presentation

None in attendance

5. Approve Previous Meeting Minutes

5A. Motion by Keyport, second Wynveen, to approve the Chaska Park Board meeting minutes of December 14, 2021.

Roll Call for Approval

6. Receive Council and Planning Meeting Minutes

6A. Council Minutes December 6, 2021

7. Action Items

7A. Recommendation for City Council Appointment of Parks and Recreation Commission Chair and Vice-Chair

Grange gave an update on appointing Chair and Vice Chair. Chaska City Council takes the recommendations of this Commission. Chair and Vice Chair will remain the same.

Motion by Saueressig, second by Heieie, recommending City Council appoint David Downs as Chairperson.

Motion by Heieie, second by Wyveen, recommending City Council appoint Jason Branch as Vice Chair.

Roll Call for Approval

Grange also stated they are interviewing for Commissioners on many of the Chaska City Commissions. This process should be complete by February. Applications for the youth position remain open.

7B. Recommendation for City Council Appointment of Two Commissioners for Representation on the Community Center Master Plan Task Force

Grange shared he is putting together a citizen task force to be comprised of 16 individuals from Chaska City Council, each of the Chaska's Commissions, representatives from Community Ed and the Chaska School Board. The remaining community representatives will be members and non-members of the current Community Center.

Keyport inquired about specific timelines and dates. Grange stated the Task Force will join the project in late Feb and early March. Expectations will be to meet 5-6 times at 2-hour meetings once a month. Duration of project is expected be about 8 months long. Commission representatives and other task force members will provide on-going information to the full Parks and Recreation commission at each monthly meeting for further discussion, and then those discussion items are taken back to the task force group.

Grange asked the commissioners to keep in mind there will be other upcoming projects to be involved with. One such project is developing a master plan for the Southwest Chaska Community Park. late summer early fall.

Heieie voiced her desire and passion about the Chaska Community Center Master Plan Task Force wanting to see high school girls empower themselves. Saueressig is also highly interested in working on the Community Center Master Plan Task Force.

Motion by Keyport, second by Wyveen, to recommend City Council appoint Saueressig and Heieie to the City Council Commissioners for representation on the Community Center Master Plan Task Force.

Roll Call for Approval

8. Discussion Items.

8A. Community Center Master Plan Update

Grange stated online applications are open through the end of January. City Staff Project Management Team will review applications and take recommendations for City Council to appoint the entire Master Plan Task Force mid-February.

The preliminary plan was sent to 10 architectural firms. The City Staff Project Management Team held two meetings in December. This was an opportunity for interested firms to hear presentations about the project. The Management Team discussed some of the project elements, provided a robust tour, and gave firms an opportunity to ask questions. Grange stated

there was successful feedback and extended the deadline from Jan 7th to Monday January 10th, 2022 at noon. They also revised the application process by allowing online applications. They have received proposals from the Minneapolis based HGA firm and Perkins & Will who have offices across the country with a local office in Minneapolis. City Staff Project Management Team are reviewing proposals and will reconvene Thursday, January 13th. The next step is to interview both firms and bring that recommendation to City Council for approval in February.

Saueressig questioned the projected budget amount and timeline. Grange responded those will fall into one of three categories:

1. How to maintain current asset as is.
2. How to take the current shell and renovate the inside.
3. Number two along with expansion of current building.

Grange stated he will rely on the architects for more precise cost estimates and noted all 3 concepts will require an expanded parking lot

Wyveen inquired if one firm stood out more than the other. Grange believes both firms are equally capable and provided details on each firm's experience. Saueressig questioned if either firm have used an existing shell noting it is difficult to work within something that still exists. Vice Chair Branch wondered about a questionnaire to the firms who did not in the end submit proposals to gain feedback on why. Grange shared it was a quick turnaround, especially with the holidays in there, a couple firms shared that they had other projects on their plate so couldn't commit to this one.

8B. Facility Name Rights and Sponsorship Update

Grange updated the Commission stating City staff and others met Monday January 10th via zoom to discuss final details and bring it to City Council on January 24th as an item on the regular agenda.

8C. Pedestrian and Bicycle Master Plan Update

Wyveen updated the Commission on the current draft stating it will be available on the website soon. She noted there will be an open house Tuesday February 15th at the Event Center from 5:00-7:00 p.m. giving the same presentation at 5:00 and 6:00 p.m.

8D. Department Happenings

Grange reported Thursday, January 13th-16th The Big Spiel will host 96 curling teams. Vice Chair Branch inquired about a survey to gather feedback on their experience. Saueressig commented on the lack of space for other curlers to watch and hang out causing players to go to other establishments. Grange shared that this is why we hope to look into expanding that back players' lounge area.

Keyport expressed concern with lack of accommodations in the Chaska area and Wyveen wondered how to increase revenue by keeping people in Chaska. A challenge for us.

Grange also noted the City is seeking a Recreation Supervisor who oversees community events and teen programming. Grange noted upcoming events such as the Ice Sculptures in latter January and the Fire Dept. Ice Fishing contest in early February. The Community Center also started swim and skate lessons this past week and had 16 lifeguards become certified water safety instructors.

9. Other Business

9A. Commissioner Round Table

Heieie is excited to get on Firemen's Lake with her family for ice skating, it looks great. Grange thanked the public works department for their work on getting the ice-skating rinks ready.

Saueressig He also stated he is out testing tubing hills in hopes of bringing this to Chaska.

Wyveen wanted to go back to the November work session meeting, Grange recapped everything Parks and Recreation had accomplished in 2021 and goals for 2022. She thanked Grange and his team for their hard work.

Keyport nothing to share, however a question. She asked how the collaboration with the Arts Commission was going. Grange answered the Arts Commission has had challenges with COVID and had turnover on the board. The group depend heavily on volunteers, but their board did recently approve the hiring of an executive director at half time. We are excited about that; the hope is to improve the level of consistency amongst their members and gives our staff a go to point of contact. Grange still likes the idea of a partnership and collaboration between this Commission and the Arts.

10. Adjourn Meeting

Motion by Saueressig, second by Keyport to Adjourn the January 11, 2022 meeting.

Roll Call to Adjourn at 8:03 p.m.

Next meeting: February 8, 2022