



AGENDA  
CHASKA PARK & RECREATION COMMISSION  
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM  
Tuesday, May 13, 2025  
6:30 PM

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Visitor Presentation
5. Approve Previous Meeting Minutes
  - 5.A. Meeting Minutes 03/11/2025
6. Receive Council and Planning Meeting Minutes
  - 6.A. City Council Meeting Minutes 03/03/2025, 03/17/2025, 04/21/2025
7. Reports
  - 7.A. Chaska Community Center - Staff Presentation
8. Discussion Items
  - 8.A. Park Updates
  - 8.B. Department Happenings
9. Other Business
  - 9.A. Round Table
10. Adjourn

Chaska  
Parks and Recreation Commission  
Meeting Minutes  
March 11, 2025

**1. Call to Order**

The March 11, 2025, meeting of the Chaska Parks and Recreation Commission was called to order by Vice-Chair Elizabeth Wynveen at 6:30 pm.

**2. Roll Call**

Attendance: Vice Chair Elizabeth Wynveen, Donelle Heieie, Georgiann Keyport, Zach Saueressig, Kevin Hill, Karli Wittner, Michael Heuer, Terrence Schwerm

Staff: Parks and Recreation Recreation Manager Erin Link, Assistant to the Director Mary Monteith, Communications Coordinator Krista Mark.

Absent: Marshall Grange

**3. Adopt Agenda**

Motion by Schwerm, second by Heieie, to adopt the March 11, 2025, meeting Agenda.

Roll Call for Approval

**4. Visitor Presentation**

None in attendance

**5. Approve Previous Meeting Minutes**

5A. Motion by Heieie, second by Heuer, to approve the Chaska Parks and Recreation Commission meeting minutes of January 14, 2025.

Roll Call for Approval

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

6A. Council Minutes January 6, 2025; January 27, 2025; February 3, 2025; February 24, 2025

**7. Reports**

7A. Chaska Curling and Event Center – Staff Presentation

Monteith welcomed the team from the Curling and Event Center.

Jeff Isaacson, Curling and Event Center Manager, introduced the staff from the Curling Center. Isaacson shared that currently, we have 865 members, one of the largest in the country. Curling numbers also spike during the Olympic years as well.

Isaacson described the membership benefits, as well as the many friendships formed over the years. The sport of curling brings people together; we are very proud of that.

Membership gets you practice ice, discounts at the Crooked Pint, as well as Bogo Range tokens for at the Town Course.

Clay Orvik spoke next on leagues. There are winter leagues that run 20 weeks, Oct. to Mar. There are spring and summer leagues that run for 6 weeks, as well as beginner leagues that run on Fridays for six weeks. Volunteers help teach the sport to new players, as well as share how to play properly and safely.

Keyport asked if they would do another beginner league. Orvik answered that he would love to do it since it went so well last time, but we would need to determine when.

Saueressig asked about membership over the last ten years. Isaacson answered that they peaked at 1,200, when they first opened. He shared 100 members per sheet of curling ice was a good goal we started at. He stated that the membership is pretty steady around 800 people.

Saueressig said it was impressive to see the many options for playing.

Isaacson said they thought the software broke when they opened the league sign up for the first time, because so many people wanted to sign up, it filled immediately.

Heuer asked about the membership breakdown. Isaacson answered that they were 75 percent non-Chaska residents and 25-percent Chaska residents.

Orvik reviewed the junior curling program and the Subzero high school curling program. He summarized public curling events, including the Learn to Curl Class, Curling Night Out Events and private group curling events for Corporate Business or Social gathering.

Heieie said that the Curling Night Out event was very fun.

Orvik provided an overview of the many Bonspiels hosted throughout the year. He summarized the National events held in 2024 and noted the discussions about Club Nationals for March 2026. He provided details of the new initiatives, including the membership engagement committee and celebrating member and club success.

Devyn Cannon, the Curling & Event Center Coordinator, explained the different types of events they host throughout the year. She summarized the amenities included with the space rental. She highlighted the affordable price for room rentals and the benefit of being able to select your own vendors. She reviewed the 208 events hosted in 2024, including wedding-related events, Rotary meetings, celebrations, school events, and internal city events. She highlighted specific events, including the Prah! Wedding in August 2024; the Lake Winds Co-Op Rising Stars Seminar; the Dueling Piano's hosted with Crooked Pint; and the Two Lights Foundation Inaugural Gala. She summarized the five-star reviews they received. She explained who helps make events happen, ranging from the curling staff, both part-time and full time, and the event center staff.

Isaacson reviewed the goals and focus for 2025, including public curling opportunities, chances to grow membership, driving revenue with in-ice advertising, live-streaming, hiring event

attendants and an events intern, a social media presence and development of marketing materials, and event center carpet and chair replacement.

Saueressig asked if Belvitch was the one who Grange talks about maintaining the ice to a premier level.

Isaacson confirmed that Belvitch does a great job with ice maintenance, which is noted by many.

Saueressig asked about NBC Sports doing Curling Night in America here again. Isaacson reviewed the event and noted that it was a neat opportunity, but the show has been discontinued.

Heieie talked about meeting people from Kansas City in Mexico who had just been to the Chaska Curling & Event Center. A small world.

Isaacson said that they receive great attendance from around the country for events. They have had to turn teams away for Fire and Ice.

Saueressig said it is such a cool facility and a positive partnership with the city.

Isaacson said the whole partnership is good for the community.

Wynveen asked about thoughts on advertising in the curling area and if this was common with other clubs.

Isaacson said other curling clubs would have their walls decked out in advertisements, so he thought there was an opportunity to do it positively.

Heieie asked how superstitious curlers are. Isaacson talked about the different types of superstitions he's heard of.

Saueressig asked about what support they needed to succeed. Isaacson said funding and more staff; however, the city provides a lot of help.

Wynveen asked about doing something other than carpeting in the event center and if it would last longer. Cannon responded that other venues would have polished concrete, but that can lead to echoing. She said that the carpet we have was less expensive. It is individual pieces of square carpet that can be removed and a new square put in. They are looking at a new less maintenance carpet that is a darker color.

Cannon talked about doing vinyl for the dance floor. She said their current flooring shows scuffs and scratches. Since they have polished it so many times, they also need to sand the flooring, which takes a while to do.

Keyport asked about what the flooring was. Belvitch responded that it was stained wood.

Isaacson commented that the current wood had been stained too often. They are doing site visits to get ideas from other cities.

Wynveen asked about a similar event center that was a competitor. Cannon talked about the Minnesota Landscape Arboretum. She said that there were golf course venues as well.

Keyport asked if they had to use a specific caterer for alcohol. Isaacson said they had to use Crooked Pint.

Heuer asked about the need to expand space for current curlers. Isaacson responded that it was the goal, as it is one piece of feedback from members. The curlers were coming in with a dedicated club room, which they were accustomed to. That feedback has died down now, but it is still a dream to have that space enlarged. Isaacson shared people hang out in the Crooked Pint, but that is not the best space because they want business space.

Belvitch said that 10,000 to 15,000 cars pass the club each day, so the windows provide great advertising opportunity.

Isaacson said they did not know how the glass windows would work, as the space was not designed with a real purpose in mind. He said that if expanded space was done, it would be double or triple that current size.

Saueressig asked if there were parking issues. Isaacson said they have a nice parking map that shows options to overflow into downtown.

Saueressig said they do a fantastic job maintaining the Chaska Curling and Events Center.

Isaacson thanked them for their feedback.

## **8. Discussion Items**

### **8A. Park Updates**

Monteith shared that Hickory Park was coming up for renewal. The commissioners had a work session prior to this meeting with Scott Selken, from the Public Works Department. Selken shared 3-4 drawings with the commissioners to replace the current playground. After discussion and review of the renderings, the commissioners narrowed the options down to two. Monteith shared that next week, they would meet at Hickory Park on the 18<sup>th</sup> with neighbors to review the drawings and provide feedback to continue to move forward. She stated that the plans would also be available online as well.

Wynveen provided the address for Hickory Park, 120 N. Hickory.

Monteith stated that letters also went out to the immediate neighborhood so that they were informed on next week's park meeting.

Wynveen said it was nice to get a feel for how much space there is at the park. She stated she would be at the meeting next week.

Saueressig asked about the turn-out for meetings like that. Monteith answered that the typical turnout is around ten to fifteen people, as this is a smaller neighborhood playground.

### **SW Chaska Park**

Link provided an update on Southwest Chaska Park. She shared there was an on-line community survey out for all to take. She stated that the project website is up and running, people can review and make comments, add pictures and share ideas, it is meant to be interactive. The

survey will close on April 4. Focus group meetings are scheduled for two weeks. There are eight different focus groups that will participate. We are trying to push out as much information as possible. We will advertise the surveys in different places around the community.

We will be meeting with Pros Consulting next week to review their findings of the market analysis and compare what we have with others, and what may be lacking.

Link said that the Park and Recreation work session would be on April 8 to review all the feedback gathered and talk through goals and priorities as we move into more of the concept development. Staff are planning for different tours of parks in the metro area for late April to see the different amenities that other communities have. See what we like and what may be missing. There will be a Parkapalooza Event on May 8, where city staff get to meet with Confluence designers to brainstorm and get creative on ideas for the park.

Wynveen said that the survey was fun. She shared it out with friends.

Heuer asked if the survey collected information to make sure that one person does not fill it out multiple times. Link responded that it captures the IP addresses.

Link said that the annual spring carnival was last week. Confluence staff were there and able to receive input on the different boards that they brought to share. Good engagement.

Wynveen asked about the turn-out for the carnival. Link responded that they had a good turnout (around 500) and a lot of fun different activities.

#### Meadow Park

Monteith provided an update for Meadow Park. There is a short on-line survey that residents can take and provide feedback. The staff attended the recent community meeting for County Road 10, which had great attendance, so many came to the staff table. Monteith shared the survey would remain open until May 7.

#### 8B. Department Happenings

There was a lot of engagement at the Spring Carnival, around 500 were in attendance. Confluence was there and they were able to get good input from the boards they had with photos and drawings.

### 9. **Other Business**

#### 9A. Round Table

Schwerm said that the Southwest Community Park info. went out on the Harvest Community Facebook page. He thanked the family who used the snow blower to plow a trail around Savanna Oaks Park.

Heieie encouraged all to do a curling event, it's so fun. I've taken a lot of community surveys lately; I'm concerned I may be in a different age bracket.

Saueressig asked if more events were going on in the rotunda in the Community Center. Link responded that the wellness event earlier this winter utilized that space. We set out tables with

information about what the Community Center offers and the activity guide just came out. We also had those same tables out again with the Friday Carnival Event. We are trying to utilize space since it is highly trafficked.

Wynveen shared her excitement for the new bike club. Sign up!

Heuer voiced excitement for the community park. A fun thing for us to be a part of.

Link added that Joan Seedorf recently received a quality service award at the City Employee Recognition Ceremony. So well deserved.

#### **10. Adjourn Meeting**

Motion to Adjourn the March 11, 2025 meeting by Keyport, second by Wittner.

Roll Call to Adjourn at 7:48 p.m.

Next meeting: April 8, 2025, 6:30 pm

**- MINUTES -  
CHASKA CITY COUNCIL  
MARCH 3, 2025**

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Adopt Agenda

5. Visitor Presentation

6. Approve Previous Meeting Minutes

A. Council Meeting Minutes 02-24-2025

7. Consent Items

A. Appointment of Human Rights Commission Chair and Vice-Chair

8. Action Items

A. Authorize Negotiation of Contracts for Architectural and Engineering Services and Construction Management Services for the Municipal Services Building

9. Bills

A. 3-3-2025 Accounts Payable Claims Roster

10. Other Business

A. City Administrator's Report

i. Biweekly 03-03-2025

B. 2024 Building Inspections Year End Report

11. Adjourn

**- MINUTES -  
CHASKA CITY COUNCIL  
MARCH 17, 2025**

1. Call to Order

The meeting was called to order by Mayor Hubbard at 7:01 p.m.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Mayor Hubbard and Councilmembers Benesh, Grau, Hatfield, and Sheveland.

Absent: None.

Also Present: Matt Podhradsky, City Administrator; Krista Mark, Communications Coordinator; Elise Durbin, Assistant City Administrator; Nate Kabat, Community Development Director; Liz Hanson, City Planner; and Christophe Morschen, City Attorney.

4. Adopt the Agenda

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

5. Visitor Presentation

5.A. State of the Library – Kevin Spencer

Jodi Edstrom, Carver County Library Director, introduced herself and Kevin Spencer, Chaska Branch Manager. She stated there were nearly 1.5 million checkouts throughout the system. There was also a 25 percent increase in digital check-outs. She pointed out 46 percent of the checkouts were children's books. In 2024, they started a virtual library card program in collaboration with school districts.

Ms. Edstrom noted there was a 20 percent increase in adult program attendance, and their crafting event was successful. New technology has been implemented including new self-checks and mobile printing. The County's Charles J. Dahlke allowed the library to expand resources for Spanish speakers. Mr. Spencer added there was a 20 percent increase in checkouts at the Chaska branch after more Spanish materials were added.

Ms. Edstrom pointed out there will be no fines in 2025. The top books were *The Women, A Good Girl's Guide to Murder*, and *Diary of a Wimpy Kid*.

Mr. Spencer showed a pie chart. A large majority of the circulation in 2024 was children's books. 58,437 folks visited the Chaska Library and over 334 volunteer hours were donated. Over 4,200 people attended free programs at the Chaska Library, and staff promoted the library to 5,500 residents at community events.

Mr. Spencer stated 1,747 attended story times at the Chaska Library. There are two story times each week, and they are considering expansion of the offering.

Mr. Spencer pointed out there are several youth program options such as Lego building, learning about Chaska history, chess club, and a puzzle swap. For teens, they offered an opportunity to make zombie dolls, a trivia night, photo coasters, and a book club in conjunction with the Parks and Recreation Department.

Mr. Spencer added there are ongoing adult book clubs, and there was a bookmark contest. There is a space near the library for community gardening. Anything grown there is donated to food shelves, and they look forward to expanding the garden and biking programming.

Mr. Spencer stated the Chaska Library has partnered with NorthStar therapy animals, the Scouts, and The Lodge. The Chaska Library has provided outreach to Spanish-speaking community members, Chaska Pride, and the kindergarten at Carver Elementary School.

Mr. Spencer noted the facility was rearranged a bit, and they participated in the GeoCache Odyssey. Friends of the Chaska Library have worked hard to support the Chaska Library through donations and sales.

Mr. Spencer stated in 2025, the Chaska Library will be offering free notary services. Furthermore, they plan to maximize the teen, kids, and Spanish collection areas of the library, expand story time and programming options, and connect with libraries that have recently been rebuilt.

Councilmember Hatfield pointed out Chaska has phenomenal librarians. She had an opportunity to meet with Mr. Spencer, and it was encouraging. Mr. Spencer offered to meet with more Councilmembers.

Councilmember Grau noted his appreciation of the library and the opportunities and the community gathering space it offers.

Councilmember Sheveland stated the programming for preschoolers has been impactful for her family.

Mayor Hubbard stated she uses the Libby app and library resources regularly. There are a number of growth and connection opportunities at the Chaska Library. The library offers so much more than physical books. It is a destination and promotes community.

City Administrator Podhradsky stated a larger library space would allow Chaska to host more events and programs.

#### 5.B. Other

Kristen Bartley, 1418 Meadow Lane, explained backyard chickens are a passion of hers. She has worked with other municipalities to allow chicken keeping. Backyard chickens offer a number of benefits to families and the environment. She requested the City's ordinance be

changed to five hens and no roosters, 25 feet from neighboring residential structures, and allow for HOA rules to further restrict regulations.

Mayor Hubbard stated she has received emails from constituents who have expressed interest in chicken keeping. She thanked Ms. Bartley for her comments because it will allow the Council to reconsider the topic.

City Administrator Podhradsky confirmed Staff has researched the option. He offered to schedule a Work Session.

Councilmember Hatfield asked if Ms. Bartley was in favor of the previously proposed ordinance. Ms. Bartley confirmed she supported the ordinance. However, the annual \$100 application fee is prohibitive.

Mayor Hubbard explained the fee is to account for Staff time. They will look into what neighboring cities are doing for chicken keeping.

#### 6. Approve Previous Meeting Minutes

##### 6.A. Approve the March 3, 2025, City Council Meeting Minutes

Motion by Councilmember Sheveland, second by Councilmember Benesh to approve the minutes of the March 3, 2025, City Council meeting.

Motion carried.

#### 7. Consent Agenda

Councilmember Hatfield noted her excitement for Taste of Chaska.

Mayor Hubbard asked for details on the purpose of Consent Agenda Item 7A. Approve Addendum to the Chaska Community Center Party Package Agreement with U of M. City Attorney Christophe Morschen explained the Community Center has requirements when negotiating contracts. It is unusual for the Council to be involved in such small contracts, but it is related to using the University of Minnesota's insurance for events.

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

- A. Approve Addendum to the Chaska Community Center Party Package Agreement with U of M

Motion for City Council approval and acceptance of the Carver and Scott County 4-H Club documentation for a birthday party.

- B. Approve Temporary Liquor Licenses for SouthWest Metro Chamber of Commerce  
Motion to approve Temporary On-Sale Intoxicating License TW.25-1 and 3.2% Malt Liquor License 32.25-01 for the SouthWest Metro Chamber of Commerce at Taste of Chaska.

- C. Adopt Resolution No. 2025-20 Approving the Final Plat for Highpoint Vistas/Forestar/PC #2024-20

Motion to adopt Resolution No. 2025-20 approving the Final Plat for Highpoint Vistas (PC #2024-20).

D. POSTPONED TO APRIL 21st --- TABLED from 2/24/2025: Adopt Resolution No. 2025-14 and Ordinance No. 1055 Approving the Preliminary Plat and Rezoning for Fultonwood/Pulte Homes/PC #2024-21

Motion to postpone review of preliminary plat and rezoning request by Pulte for the Fultonwood development proposal to April 21, 2025.

Motion carried.

### 8. Action Items

8.A. Approve Fishing with Friends Letter of Intent for Seed Funding

City Administrator Podhradsky introduced the item to the Council and provided a presentation on it.

Gary Sorensen, representative of Fishing with Friends, explained the history of their group and previous program offerings. They used to teach youth how to fish, but they changed their approach to include the whole family. They will be hosting an event on June 1, 2025. Then on July 15, 2024, there will be Veteran's Day on the Lake which will include fishing and lake tours.

Loren Simer, Fishing with Friends, added anyone can sign up for a night cruise with them. George Russell, Fishing with Friends representative, pointed out the cruises are offered on Wednesday evenings in the summer. It is a free opportunity, and people can register online.

Mayor Hubbard and City Administrator Podhradsky pointed out they have had very positive experiences with Fishing with Friends.

Councilmember Benesh asked how the group is funded. Mr. Sorensen stated they receive donations from private donors and various Lions' groups. It is expensive to keep a boat on Lake Minnetonka.

Councilmember Hatfield pointed out there is an option to donate to Fishing with Friends on their website. She added folks with wheelchairs have felt very included and not burdensome during their interactions with Fishing with Friends.

Motion by Councilmember Hatfield, second by Councilmember Benesh approve the Letter of Intent with Fishing with Friends and to authorize the Mayor to execute this letter on behalf of the City.

Motion carried.

8.B. Adopt Resolution No. 2025-21 Approving the Concept Plan for EDCO on Creek Road/Pope Design Group/PC #2025-02

City Administrator Podhradsky introduced the item to the Council and City Planner Elizabeth Hanson provided a presentation on it.

Councilmember Sheveland noted her appreciation that EDCO is incorporating their own products into their project. She thanked them for expanding in Chaska.

John Lewis, CEO of EDCO, explained EDCO is family-owned by the third and fourth generations of the same family. The site is a great fit. They make materials for buildings.

Councilmember Hatfield asked if there will be new jobs at the site. Mr. Lewis stated they plan to move existing staff to the new site. However, the expansion is to support future growth of the business.

Mayor Hubbard noted her appreciation for the investment in Chaska.

Motion by Councilmember Hatfield, second by Councilmember Grau to adopt Resolution No. 2025-21 approving the Concept Plan for EDCO (Creek Road) (PC #2025-02).  
Motion carried.

#### 8.C. Items related to Cannabis and Public Smoking

City Administrator Podhradsky introduced the item to the Council and Assistant City Administrator Elise Durbin provided a presentation on it.

Mayor Hubbard asked if the City rejects an application or doesn't receive an application from the State's lottery winners, then is the State responsible for selecting a new applicant from the lottery. Assistant City Administrator Durbin confirmed that is correct.

Councilmember Sheveland asked if the fees are intended to cover staff time and effort. Assistant City Administrator Durbin stated the fees are to cover administrative and enforcement efforts by Staff.

Councilmember Benesh asked if an unfavorable application can be denied even if there is space for another cannabis site. City Administrator Podhradsky explained Chaska cannot deny someone that has been approved by the State unless there are issues of noncompliance with local Ordinances. He added the lottery system doesn't favor existing businesses. Some businesses across the State have positioned themselves to become cannabis retailers, and they aren't guaranteed a license.

Assistant City Administrator Durbin continued her presentation.

Mayor Hubbard pointed out that the Council has participated in multiple Work Sessions on the topic. The State is responsible for the lottery system, and the City is responsible for enforcement. Chaska aims to promote success for retailers. They have considered geographic limitations, but the zoning already creates some buffers. Instead, the Council has focused on public smoking prohibition.

Councilmember Sheveland added there is an educational opportunity for the police department to understand if someone is impaired due to cannabis use.

#### 8.C.i. Adopt Ordinance 1056 Regulating the Sale and Use of Cannabis

Councilmember Grau thanked Staff for their research and work on the topic.

Motion by Councilmember Grau, second by Councilmember Benesh, to adopt Ordinance No. 1056 regulating the sale and use of cannabis within the city of Chaska. Motion carried.

8.C.ii. Adopt Ordinance No. 1057 Prohibiting Public Smoking

Motion by Councilmember Benesh, second by Councilmember Hatfield to adopt Ordinance No. 1057 approving the Chaska Smoking and Commercial Tobacco Use Ordinance. Motion carried.

9. Bills

9.A. Accounts Payable Claims Roster 3-17-2025

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

10. Other Business

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report 3-17-2025

Councilmember Benesh:

- Wished everyone a Happy St. Patrick's Day.

Councilmember Sheveland:

- Attended a St. Patrick's Day event which was advertised on the Chaska Parks and Recreation Department website.

Councilmember Hatfield:

- Pointed out Coffee with a Cop is March 19, 2025, at the Target Starbucks.
- Noted the Chaska history books are for sale at the History Center.
- Stated there was a Downtown Business Alliance meeting and they reviewed community resident surveys. She summarized the results of the survey.
- Added some new parking signs have been installed downtown.
- Stated she and Mayor Hubbard tried out curling recently. There are leagues open.
- Noted the SouthWest Transit expansion will be completed soon, and she provided details on the changes.

Councilmember Grau:

- Encouraged folks to participate in the southwest Chaska survey regarding the new parks.

Mayor Hubbard:

- Stated the Employee Appreciation Breakfast had a good turnout despite the snowstorm.
- Congratulated Officer Van Dahlen on his new role.
- Pointed out the Chaska Community Center Carnival was a great event.
- Noted the groundbreaking ceremony for 82<sup>nd</sup> Street project is April 1, 2025 and another one for the 10/41 project will be April 8, 2025.
- Stated there will be an Easter Egg Hunt on April 19, 2025.
- Added a tree planting event will be on April 19, 2025.

- Explained the Christmas in May is coming up.

11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Sheveland to adjourn the meeting at 9:05 p.m.

Motion carried.

**- MINUTES -**  
**CHASKA CITY COUNCIL**  
**APRIL 21, 2025**

1. Call to Order

The meeting was called to order by Mayor Hubbard at 7 p.m.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Mayor Hubbard and Councilmembers Benesh, Grau, Hatfield, and Sheveland.

Absent: None.

Also Present: Matt Podhradsky, City Administrator; Kevin Wright, Community Engagement Manager; Marshall Grange, Parks and Recreation Director; Nate Kabat, Community Development Director; Liz Hanson, City Planner; Krista Mark, Communications Coordinator; and Christophe Morschen, City Attorney.

4. Adopt the Agenda

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

5. Visitor Presentation

5.A. Southwest Community Park Master Plan Update

City Administrator Podhradsky introduced the item to the Council and Parks and Recreation Director Grange provided a presentation on it.

Parks and Recreation Director Marshall Grange explained the first phase included community engagement through a carnival, project website, focus group meetings, and a market study. The online survey received more than 1,400 responses, which is a very high response rate. He detailed the demographics of respondents.

Mr. Grange stated the top requests were for nature trails, splash pads, and enhanced food service options. Within a park shelter building, there were requests for year-round restrooms, covered open-air spaces, and a winter warming house. There was interest in the winter activities of sledding and ice skating. Overall, the highest priorities for the park were for play and nature.

Mr. Grange pointed out the idea board was a place for folks to submit unique ideas; there was a variety of interest.

Mr. Grange noted focus group meetings included athletic associations, active older adults, Chaska Rotary and Lions, school district leadership, folks with disabilities, Staff, and nearby residents. Each group ranked themes differently.

Mr. Grange stated a market study was completed for the 15-minute service area. The numbers are still being fleshed out. They hoped to find a gap in park systems to incorporate into the new park. The only offering that was slightly lacking in the area was rectangular sports fields.

Mr. Grange summarized the next steps of the process. The three concepts will be refined and made available online.

Councilmember Hatfield expressed the community's excitement for the park.

Councilmember Grau pointed out Maple Grove has a new park with fields. There is a destination park in Des Moines which is a notable regional event. He added turf baseball fields would be a great attraction.

Councilmember Sheveland stated Centennial Park offers paddle boats and putting green. She encouraged the park planner to check out French Regional in Plymouth. It has multiple levels similar to Hyland Park in Bloomington.

Mayor Hubbard noted the community engagement rate is exciting.

Mr. Grange added Chaska must consider the long-term maintenance cost.

#### 5.B. Communications Update

City Administrator Podhradsky introduced the item to the Council and Communication Director Kevin Wright provided a presentation on it.

Mr. Wright explained the 2025 communications goals include a website refresh, a podcast, consistency in communications, a resident guide, neighborhood ambassadors, a resident academy, and a communications plan. *Chaska Today* will be revived in 2025 as well with a mailing every other month. Chaska has been leaning into more video content in recent years. Staff has been working with the Police Department to develop a FIVE-O trailer for community engagement. The model is based on an effort in Aurora, Colorado, and is intended to be a mobile block party.

Councilmember Sheveland stated a park tour with the trolley would be a fun opportunity to highlight the parks.

Mayor Hubbard noted the newsletter will be a great communication tool for the community. She thanked Staff for their work.

Councilmember Sheveland requested Staff highlights be included in future communications.

6. Approve Previous Meeting Minutes

6.A. Approve the March 17, 2025, City Council Meeting Minutes

Motion by Councilmember Hatfield, second by Councilmember Grau to approve the minutes of the March 17, 2025, City Council meeting.  
Motion carried.

7. Consent Agenda

Councilmember Hatfield noted the upcoming summer events are exciting.

City Administrator Podhradsky pointed out the overlay project came in extremely under budget. They are looking to expand the scope of the project.

Motion by Councilmember Benesh, second by Councilmember Sheveland to approve the Consent Agenda Items A through K:

A. Transient Accommodation License - Prime Hotels Inc. DBA Super 8 Chaska  
Motion to approve the 2025-2026 transient accommodation license keep as a Level I effective May 1, 2025, through April 30, 2026, for Prime Hotels Inc. DBA Super 8 Chaska.

B. Approve Temporary On-Sale Intoxicating License For Chaska Rotary - River City Days  
Motion to approve Temporary On-Sale Intoxicating License TW 25.02 for the Chaska Rotary, that allows them to serve intoxicating beverages at Chaska City River Days, on July 25th – 27th, 2025 providing permit upon payment of a fee.

C. Approve Temporary On-Sale Intoxicating License for Chaska Rotary - Music Festival  
Motion to approve Temporary On-Sale Intoxicating License TW 25.03 for the Chaska Rotary Foundation, that allows them to serve intoxicating beverages at Chaska Cares Music Festival, on Saturday, September 20, 2025, providing permit upon payment of a fee.

D. Approval of revised Chaska Fire Department Relief Association Bylaws  
Motion to approve revised Chaska Fire Department Relief Association Bylaws effective as of April 21, 2025.

E. Approval of 2024 Interfund Transfers  
Motion to approve 2024 interfund transfers to be reported as Other Financing Sources and Uses in the 2024 Annual Comprehensive Financial Report.

F. Approve Tobacco License Applications for NorthStar Regional, Inc  
Motion to approve licenses to sell tobacco-related products for NorthStar Outpatient Program (Sugar Creek) located at 1055 Stoughton Ave. Chaska and NorthStar Regional Women's Residential Treatment Center located at 320 Walnut St. Chaska

G. Adopt Resolution 2025-23 Approving the 2025 Municipal Services Building Roof Replacement  
Motion to approve Resolution 2025-23 awarding the bid for the 2025 Municipal Services Building Roof Replacement to Hoffman Weber Construction in the low bid amount of \$336,753.00.

H. Adopt Resolution 2025-24 Approving 2025 Chaska Overlay Program  
Motion to approve Resolution 2025-24 awarding the bid for the 2025 Chaska Overlay Program to Northwest Asphalt in the low bid amount of \$629,807.04.

I. Adopt Resolution 2025-25 Approve 2025 Chaska Town Course Parking Lot Overlay Program  
Motion to approve Resolution 2025-25 awarding the bid for the 2025 Chaska Town Course Parking Lot Overlay Program to Northwest Asphalt in the low bid amount of \$91,440.10.

J. Adopt Resolution No. 2025-26 Approving the Lot Split for the Eitel House (2532 Eitel Road)/Peter Isabell/PC #2025-06

Motion to adopt Resolution No. 2025-26 approving the lot split for the Eitel House (2532 Eitel Road), subject to the following conditions:

1. Approvals shall be based on the following exhibits:

a. Site Plan (pg C2.0), prepared by Civil Site Group, dated April 7, 2025;

b. Utility Plan (pg C4.0), prepared by Civil Site Group, dated April 7, 2025

2. Future construction of a detached garage shall require approval of a site alteration permit by the Heritage Preservation Commission (HPC), prior to issuance of a building permit.

3. Future construction of a detached garage on the Eitel House lot will require that the size, scale, materials, and overall design fit in appropriately with the Eitel House as directed and approved by the HPC.

4. Driveways shall be set back a minimum of five (5) feet from interior side lot lines.

5. Provision that Jonathan Association approve the relocation of the mail cluster on Eitel Road prior to issuance of a building permit on Parcel A.

6. Provision that the existing utilities that serve Parcel B (Eitel House) to be abandoned, and new utility services be provided for each lot to be approved by the Water and Sewer Department prior to issuance of a building permit for Parcel A.

7. Provision to obtain Certificate of Occupancy and building permit completion for Eitel House prior to issuance of a building permit on Parcel A.

8. Provision to install a paved driveway on Parcel B (Eitel House) prior to issuance of a building permit on Parcel A.

9. Provision to coordinate with Chaska Electric on the relocation of the existing electric line, and to be completed prior to issuance of a building permit on Parcel A.

10. Provision to coordinate with Chaska engineering on the roadway patch and curb replacement limits for each lot's driveways.

11. Provision to coordinate with Chaska Fire on the placement/installation of the new fire hydrant prior to issuance of a building permit on Parcel A.

K. Adopt Ordinance 2025-1058 to Amend CMCO 7.28.100 Alternate Metering System

Motion to adopt Ordinance No. 2025-1058 Alternate Metering System for Electric Meters.

Motion carried.

## 8. Action Items

8.A. TABLED from 3/17/2025: Adopt Resolution No. 2025-14 and Ordinance No. 1055 Approving the Preliminary Plat and Rezoning for Fultonwood/Pulte Homes/PC #2024-21

City Administrator Podhradsky introduced the item to the Council and City Planner Liz Hanson provided a presentation on it.

Haley Daily, representative of Pulte Homes, also provided a presentation. She explained the background of Pulte and its connection to Del Webb. Pulte added an access point on the west side of the project. She showed a cross-section image depicting the view from the proposed homes' backyards. Additional landscaping and buffers were added.

Ms. Daily noted the original proposal was for two-story homes. They hope to offer six floor plans with a variety of bedroom and garage stall numbers. The plan has been revised to

incorporate two single-floor plans. Overall, the plan includes 52 single-family homes, a tot lot, and various home styles.

Mayor Hubbard asked if certain lots are designated for one- or two-story homes. Ms. Daly stated the potential homeowner would be allowed to choose their lot and the type of home.

Councilmember Hatfield expressed her appreciation for the increased safety with the addition of another access point and the tot lot.

Councilmember Sheveland stated the one-story home option will be attractive to potential buyers.

Councilmember Grau thanked Pulte for their flexibility and responsiveness.

Councilmember Benesh noted his appreciation for the additional access point.

Mayor Hubbard pointed out that the Council has considered the needs of the neighboring community although it is outside of Chaska. The Council, Staff, and Pulte have worked together to create the best possible product.

Motion by Councilmember Benesh, second by Councilmember Grau to adopt Resolution No. 2025-14 approving the preliminary plat for Fultonwood (PC #2024-21).  
Motion carried.

8.A.i. Ordinance No. 1055

Motion by Councilmember Sheveland, second by Councilmember Benesh to adopt Ordinance No. 1055 approving the rezoning from Open (O) to Planned Residential District No. 88 (PRD-88) for Fultonwood.

Motion carried.

8.B. Adopt Resolution No. 2025-22 Approving the Preliminary Site & Building Plan for Beckman Coulter at 316 Lake Hazeltine Drive/CRB/PC #2025-05

City Administrator Podhradsky introduced the item to the Council and City Planner Liz Hanson provided a presentation on it.

Amy Salisbury, representative of Beckman Coulter, noted they are excited to offer more jobs in Chaska.

Mayor Hubbard noted the building is beautiful. She thanked Beckman Coulter for their investment in Chaska.

Motion by Councilmember Benesh, second by Councilmember Hatfield to adopt Resolution No. 2025-22 approving the Preliminary Site & Building Plan for the building addition at 316 Lake Hazeltine Drive (PC #2025-05).

Motion carried.

8.C. Transient Accommodation License - Chaska Lodging Management LLC - DBA TownSquare Place

City Administrator Podhradsky introduced the item to the Council and provided a presentation on it.

Councilmember Sheveland asked if the City wants to continue issuing a transient accommodation license to TownSquare Place and if the City should require some exterior updates.

City Administrator Podhradsky explained there is a licensing process in place. If a business doesn't follow the licensing process, then the City may intervene. However, TownSquare Place has been making progress.

City Attorney Christophe Morschen stated TownSquare Place is eligible for the license according to the ordinance. If the exterior of the building isn't meeting City Code, then Staff could move forward with code enforcement. The City Council has more discretion in zoning.

Councilmember Grau stated the City must consider how long a business may stay at level III. City Administrator Podhradsky stated Staff would make the argument to intervene if TownSquare Place wasn't moving in the right direction.

Councilmember Hatfield added the building is more attractive to potential buyers if it continues to act as a hotel. She noted TownSquare should have had representation at the meeting.

Mayor Hubbard asked how many individuals are long-term residents of TownSquare. City Administrator Podhradsky stated most residents are month-to-month renters.

Mayor Hubbard asked if there is a limit on how long an individual may stay at a hotel. Community Development Director Nate Kabat explained a hotel is defined as a maximum of 29 days. However, it is difficult to enforce any violations of the time limit.

Mayor Hubbard pointed out that the lack of police calls is encouraging. She stated she would have liked representatives of TownSquare Place to be present to continue the conversation. The Council's intention for TownSquare Place is for short-term stays, and it is unclear if they offer that service. TownSquare Place has new management, but that isn't evident in the community. Their lack of success falls on the Council.

Councilmember Sheveland noted she had someone visit that left halfway through their stay at TownSquare because it was so bad. The business isn't in line with the Council's vision for Chaska.

Councilmember Grau asked what changed since August because there were several calls before then. Councilmember Hatfield stated the management changed in May 2024. Councilmember Grau noted it may be unsustainable.

City Administrator Podhradsky added the business is motivated to leave Level III because it is a financial burden.

Motion by Councilmember Grau, second by Councilmember Sheveland to approve the 2025-2026 transient accommodation license keep at a Level III for TownSquare Place effective May 1, 2025, through April 30, 2026 for Chaska Lodging Management LLC DBA TownSquare Place. Motion carried.

8.D. Public Hearing: Adopt Ordinance 2025-1059 Amending Chapter 5, Article 5.44 Sections 5.44.010 and 5.44.020 Alcoholic Beverages

City Administrator Podhradsky introduced the item to the Council and provided a presentation on it.

Councilmember Hatfield stated the change is reasonable. Councilmember Benesh added Chaska has more affordable rates than the surrounding communities.

Mayor Hubbard opened the public hearing at 9:00 p.m.

No one wished to address the Council.

Mayor Hubbard closed the public hearing at 9:01 p.m.

Motion by Councilmember Benesh, second by Councilmember Hatfield to adopt Ordinance 2025-1059 Amending Chapter 5, Article 5.44, Sections 5.44.010 and 5.44.020, increasing the license fee for new and renewal on-sale intoxicating, on-sale wine, taproom and off-sale intoxicating, off-sale 3.2 percent malt liquor, and brewery off-sale liquor licenses, and investigation fees for the City of Chaska, Minnesota. Motion carried.

9. Bills

9.A. Accounts Payable Claims Roster 21-4-2025

The Council requested further information about WAFTA dues and MetroNet.

City Administrator Podhradsky provided further information.

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

10. Other Business

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report 21-4-2025

Councilmember Grau:

- Pointed out that serving on SouthWest Transit Board has been interesting in light of Federal funding changes.
- Noted D-BAT has been active in the local sports community.

Councilmember Sheveland:

- Stated the Community Center is busy in the evenings, which is encouraging. Her children are attending gymnastics there.
- Added the road work progress is nice to see.
- Met with the Catholic school's Cub Scouts, and they may visit a Council meeting.
- Encouraged folks to attend the Catholic schools' Spring Gala.

Councilmember Hatfield:

- Noted Coffee with a Cop is April 23, 2025.
- Stated Taste of Chaska is May 14, 2025.
- Pointed out the signage is downtown looks amazing.
- Encouraged community members to visit The Loop.
- Added SouthWest Transit has new bus wraps and a new route.
- Requested the new Councilmembers be trained on potential transit changes.

Councilmember Benesh:

- Explained five years ago his paramedic partner completed suicide. He encouraged first responders to reach out for help.

City Administrator Podhradsky

- Provided an update on cannabis licenses at the State level.
- Pointed out many trees are being planted around Chaska.

Mayor Hubbard:

- Noted construction is ongoing throughout Chaska and recommended folks pay attention to signage.
- Stated Chaska received a bond hearing regarding City Square West.
- Attended the American Society of Civil Engineering banquet.
- Added the work on City Square Park is underway.
- Pointed out May 3, 2025, is the Spring Yard Cleanup.
- Stated Chaska Friends of the Library is having a book sale on April 25, 2025.
- Noted the First Responder Luncheon is April 30, 2025.
- Explained she signed up to walk or run 100 miles in May.
- Stated El Dia del Nino is on April 26, 2025.

11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Benesh to adjourn the meeting at 9:30 p.m.

Motion carried.