



AGENDA
CHASKA HUMAN RIGHTS COMMISSION
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM
Thursday, July 24, 2025
6:30 PM

1. Roll Call
2. Adopt Agenda
3. Open Forum/Guest Presentation
 - 3.A. City Square Update - Nate Kabat, Community Development Director
4. Approve Minutes
 - 4.A. Approve Meeting Minutes - June 26, 2025
5. Treasurer's Report
 - 5.A. Treasurer's Report - July 2025
6. Old Business
 - 6.A. MLK Human Rights Celebration
 - 6.B. Women's Appreciation
 - 6.C. Pride Celebration
 - 6.D. River City Days
 - 6.E. Cultural Heritage Month
 - 6.F. Indigenous Peoples Recognition
 - 6.G. Veteran Acknowledgment
7. New Business
 - 7.A. 2025 Human Rights Award Nomination Form
 - 7.B. Cinco de Mayo Event Discussion
8. Next Meeting Date
9. Adjourn



Minutes
CHASKA HUMAN RIGHTS COMMISSION
Thursday, June 26, 2025
6:30 PM

1. Roll Call

Present: Chairperson Carlson, Vice Chairperson Welvaert, Commissioners Martin Hubbard, Rehn LeSueur, Kechi Duffy, and City Staff Elise Durbin
Absent: Commissioners Sandison, Haanan, Mee, Hamza, Ghatti

2. Adopt Agenda

Consensus: The agenda was approved by general consensus.

3. Open Forum/Guest Presentation – no guests

4. Approve Minutes

4.A. Adopt Meeting Minutes – May 22, 2025

Motion: Commissioner Welvaert

Second: Commissioner LeSueur

Motion: Carried

5. Treasurer's Report

5.A. Treasurer's Report 2025

Durbin reported June expenses as follows: The t-shirts that were ordered were given out at the Pride event. Other supplies were also purchased for and several invoices for the Pride event still need to come in and be paid. A booth has been secured for River City Days.

Consensus: The Treasurer's Report was approved by general consensus.

Sandison arrived at 7:40 p.m.

6. Old Business

6.A. MLK Human Rights Celebration

Nothing to Report.

6.B. Women's Appreciation

Nothing to Report.

6.C. Pride Celebration

Chair Carlson thanked the Commission members for their work in planning the Pride Celebration event. She stated that it was a wonderful event and went very well. She presented pictures from the event.

6.D. River City Days

Commissioner LeSueur noted that the Commission will be meeting this week to discuss the event and asked for suggestions. Chair Carlson stated that in the past, a game of jeopardy was played to draw people into the booth.

6.E. Cultural Heritage Month

Nothing to report.

6.F. Indigenous Peoples Recognition

Nothing to report.

6.G. Veteran Acknowledgment

Nothing to report.

6.H. Community Outreach

Nothing to report.

7. New Business

Nothing to report.

8. Message of Belonging

Chair Carlson provided information on the disability Pride events that will take place in July.

9. Next Meeting Date – July 24, 2025, at City Hall Council Chambers and Zoom.

10. Adjourn

Meeting adjourned at 7:02 p.m.

CHASKA HUMAN RIGHTS COMMISSION
July 24, 2025

2025 Beginning Balance:	\$6,500
January	
Human Rights Award Plaques	(\$168.74)
Books (MLK Day event)	(\$420.97)
Refreshments (MLK Day event)	(\$256.05)
February	
HRC Commissioner name tag	(\$21.10)
March	
April	
May	
T-shirts (Pride Celebration)	(\$830.50)
June	
Booth (River City Days)	(\$50.00)
Supplies (Pride Celebration)	(\$114.74)
Ice Cream (Pride Celebration)	(\$90.10)
Face Painter (Pride Celebration)	(\$200.00)
July	
August	
September	
October	
November	
December	
Balance:	\$4,347.80

Notes:

- The unused Pride budget of \$764.66 was returned to the balance.

**REQUEST FOR ACTION
CHASKA HUMAN RIGHTS COMMISSION
7/24/2025**

Subject: Chaska Human Rights Award

Prepared By: Elise Durbin, Assistant City Administrator

Background

As Commissioners know, each year, the Chaska Human Rights Commission sponsors a Chaska Human Rights award. The award is then presented at the Martin Luther King Jr. Human Rights Breakfast in January. The purpose of the award is to recognize Chaska individuals or organizations who have made special effort to ensure all Chaska citizens have equal opportunities.

In the past, the call for nominations has gone out in the fall, but previous recommendations from the commission have asked for the nomination forms to be ready sooner in the year. The call goes out on the city's social media accounts and other media outlets. Staff will be working with the city's Communication staff to get the information out, and Commissioners are welcome to share information the city has put together. The nominations are due on Tuesday, December 9, 2025, and the HRC will review them at their December 18 meeting.

Attached is the 2025 nomination form and evaluation form, which is similar to last year's. The nomination form was revamped in 2024 and a new evaluation form was developed for Commissioners to use during review. It takes the Human Rights Award criteria listed on the application and puts in a form that allows you to see how all nominees compare. The purpose is to have all of the criteria for each nominee in the same place to help guide the discussion in December.

HRC ACTION REQUESTED

A motion to approve the 2025 Chaska Human Rights Award nomination form and evaluation guide.



2025 Chaska Human Rights Award

Chaska Human Rights Commission Nomination Guidelines

Award

Eligible recipients are individuals or organizations (businesses, volunteers, or religious groups) who make special effort to ensure all Chaska citizens have equal opportunities in employment, housing, public accommodations, public services, education and other affairs related to the social well-being of the Chaska community.

To learn more about the award and past winners, visit the City's website under [Chaska Human Rights Award](#).

Selection

The Chaska Human Rights Commission members will review all nominations and select the Award recipient.

Recognition

The Award recipient will be recognized at the Martin Luther King Jr. Human Rights Breakfast (January 19, 2026). The recipient may be video-recorded or photographed for promotional and recognition purposes. All footage becomes the property of the City of Chaska.

Criteria

1. The contribution MUST represent a substantial effort toward winning or preserving equality and justice for groups of people whose circumstances make them vulnerable to prejudice, discrimination, or injustice. Vulnerable groups may be, but need not be, the "protected classes" defined in the Minnesota Human Rights Act, namely, those who may suffer discrimination because of race, color, creed, religion, national origin, sex, marital status, disability, dependence on public assistance, age, sexual preference or family status.
2. Chaska Human Rights Commission MAY give priority to the nominee(s) whose contributions had an impact on a substantial number of Chaska residents.
3. Chaska Human Rights Commission reserves the right to decide not to give an award every year. Chaska Human Rights Commission members and City of Chaska staff are ineligible for this award during their term of service and for work accomplished for the Commission during their tenure. They may receive the award after they leave the Commission or City of Chaska employment.
4. Additional information supporting criteria may be attached to this form, but should be limited to two pages.
5. Refer questions to the Chaska Human Rights Commission Staff Liaison Elise Durbin at 952-448-9200. Or via email at edurbin@chaskamn.gov
6. Submit completed applications to Chaska Human Rights Commission, 1 City Hall Plaza, Chaska, MN 55318 or edurbin@chaskamn.gov.

Deadline for submissions is Tuesday, December 9, 2025.



2025 Chaska Human Rights Award

Chaska Human Rights Commission Nomination Guidelines

Basic Information

Nominee (Organization/Individual):

Nominee Address:

Nominee Phone Number:

Nominee Email Address:

Nominator:

Nominator Phone Number:

Nominator Email Address:

Nomination Information

Did the Nominee live/conduct business in Chaska at time of contribution?

Describe the contribution made by the nominee:



2025 Chaska Human Rights Award

Chaska Human Rights Commission Nomination Guidelines

How many people were impacted by the contribution? What groups were impacted?

Did the nominee perform this contribution as part of their work, or was this beyond their normal job/business? Explain.

For how long did the nominee engage in this contribution to the community?

Other information/narrative for consideration

2025 Chaska Human Rights Award Evaluation

CRITERIA	Nomination #1	Nomination #2
Did nominee live/conduct business in Chaska at time of contribution?		
Contribution represent a substantial effort toward winning or preserving equality and justice for groups of people whose circumstances make them vulnerable to prejudice, discrimination, or injustice?		
Number of classes of people impacted?		
Number of people impacted?		
Was the services by the nominee provided as part of their work or above and beyond their normal job/business?		
Length of time nominee engaged in community		
Other		