

Chaska Parks & Recreation Commission

December 14th, 2021

Meeting Minutes

City Hall Council Chambers

1. Call to Order

The December 14th meeting of the Chaska Parks and Recreation Commission was called to order by Chair Dave Downs at 7 pm in the Council Chambers.

2. Roll Call

Dave Downs, Jason Branch, Georgiann Keyport, Zach Saueressig, Karli Cich

Absent: Elizabeth Wynveen, Donelle Heieie, Jalen Destin

3. Adopt Agenda

Motion by Keyport, second by Saueressig to Adopt the December 14th meeting Agenda

4. Visitor Presentation

None

5. Approve Previous Meeting Minutes

Motion by Branch, second by Cich to approve the October 12 meeting minutes.

6. Receive Council/Planning Meeting Minutes

6A. Council Minutes September 20th

6B. Council Minutes October 4th

6C. Council Minutes October 18th

6D. Council Minutes November 1st

- 6E. Council Minutes November 15th
- 6F. Planning Minutes September 8th
- 6G. Planning Minutes October 13th
- 6H. Planning Minutes November 10th

7. Discussion Items:

7A. Reappointment to the Parks Commission

Grange mentioned that it is the time of year to evaluate who is up to renew. Elizabeth Wynveen and Jalen Destin are up for reappointment, they have already been given the information to reapply. We also have the 2 vacant seats remaining from Gutierrez and Massey.

Applications for all the commissions will be done different this year, interested parties will apply through our City employment page. This will allow for a smoother application process. Staff are getting the word out via various social media means; the deadline is Dec. 27th. City hall staff will follow up with applicants to line up interviews with Council on Jan. 3rd.

Grange encouraged the commissioners to also help promote.

We also will need to again recommend to Council, park commission chair and vice-chair for 2022. This would be Downs and Branch currently, if anyone else is interested let Grange know.

7B. Community Center Master Plan Update

Grange-We officially are getting things going. Grange shared he presented to council a week ago, talked through with them what the plans may entail, the process, etc. Also got their authorization for solicitation of architectural services. It was good discussion, and we got good feedback from Council.

We also talked about the why-with the building turning 30 years old this year, we wanted to recognize the past success, but also look at what it will be in the future. The reality is it is 30 years old, an aging facility. Staff in the department before me did a great job with maintaining the facility with very limited resources. Things visually look good to patrons but the reality behind the scenes is there is some significant challenges ahead of us, there really has not been a funding source to account for the deprecation of the facility over those 30 years. Major components are starting to fail because they have reached or are beyond their life expectancy. It's required us to turn into reactive mode and that is really the opportunity here, to create a plan that can put us on a course where we can be more proactive and think about the sustainability of this wonderful community asset.

The other key thing here is, over 30 years recreation trends have changed. A big part of this process will be engaging our members and the community on what they see for

recreational needs. How that may need to look differently within the facility based on feedback. Do we need to remodel, expand, or relocate space? Even to look outside the walls of the Community Center, and factor in the parking. See if we can't come up with re-engineering the parking lot or expanding it, looking at the traffic flow, security, and even technology. All this has changed over 30 years.

Grange, I see us looking at like 3 different concepts so to speak, one just to maintain, the second one how we may remodel spaces, and the third one, what would it look like to expand the building. And then obviously, what are the financial pieces to each of those concepts and the strategies to fund it?

Discussions pursued on population projections, and the impact on Chaska and surrounding communities, specifically Carver. Downs asked about partnering with Carver on a facility with the growth going on there, maybe they'd be interested in participating in this discussion. With two cities combined, it could be interesting to see what you could come up with for plans for the long term.

Keyport asked about additional acreage at the CCC, Grange, not much available. We can't do much with the current location as it slopes on the back side. We could build up, not sure on the costs. Arena area gets heavy use, not feasible to build off that 2nd sheet of ice. Branch asked about building an offsite ice arena. These are all interesting things to discuss and consider, all with the idea of how we best serve the community.

Grange stated RJM will be the construction manager throughout this planning process. We have used them on some other facility projects, so they are familiar with us and they have done a really good job for us. It also helps to create some efficiency's across the facilities as we go forward with things.

We also have the city staff Project Management Team (PMT) assembled. They can take information back to their respective staff as we work through this. We feel we have a good variety of staff involved.

We also will be putting together a Citizen Task Force as we want to make sure we are involving people to represent the community. We will open an on-line application process this week for people to apply, through Jan. 30th.

Other positions we have identified will represent the various city commissions. We are looking for two from the council, two from the parks commission, one from human rights, and one from planning. Ideally, we would like two from the school district, four CCC members, and four residents from the community, for a total of 16. Our goal is to ensure we have a variety of people from different backgrounds and experiences, and have a well-rounded representation of our community.

At the January parks commission meeting, we will have further discussion for you to make a recommendation for two parks commissioners to serve on the task force and to then send on to the council for approval.

As far as other general openings, we have the on-line application on the Chaska Community Center website for the public to apply. At the top of the page is the form to complete. This will be open until Jan. 30th. We have a short video coming out soon on social media that Grange did with Kevin Wright discussing the opportunity, as well as various other marketing pieces.

Council did approve for us to solicit Architectural RFPs for the project. Those were sent out Dec. 7th, to 11 firms and is also available on our city webpage. The deadline for proposal submittal is January 7th.

We have preproposal meetings for the architects this Thursday and Monday. Grange will start with a presentation on what we are looking to accomplish as well as talk about key things in the RFP. We then will take them on a robust tour of the facility and answer any questions they may have. The PMT will review the proposals and conduct any necessary interviews throughout January. Grange will bring back to the commissioners a recommendation at the February meeting, which would then go on to council for recommendation and approval of both the architect and the various task force appointments. It is a tight timeline, but if it all goes as planned, we would officially kick off with the various teams late February or early March.

Downs, at the next meeting, yes, we appoint two commissioners to this, but we should also lay out an outline of the other opportunities coming down the pike for commissioners to participate in. We want to spread the wealth and use the resources that we have. There are several different things coming up over the next few months that are going to need some time and dedication from other commissioners.

Keyport, asked about the timing of the process. Grange, he'd caution that we take the time we need to get this kicked off. The architect we go with will really drive this, as well as turning around the community engagement ideas. Thinking ideally 6-8 months, we have some good momentum going, so could be before the end of 2022.

Grange, in the end, we will have a concept that has the estimated costs with it. We also would have a general strategy for financing it, and then how we implement it. We need to be able to plan around that. The architect we use for creating the detailed drawings and construction documents, it is our hope that they have a good record for cost estimating, they also will go out to bid and get the real costs. We also need a plan that is implementable. We can't create something that will be too difficult to finance and is unachievable. Grange, that will be his message in the pre-proposal meetings, it has to be realistic. Downs, guessing the plan would not be totally funded in the first couple years, there will be phases each year, a layout on where things may go and the costs of things each year.

7C. Facility Naming Rights and Sponsorship Update

As you recall, your recommendation to council was to move forward with the Superlative group. We felt like we wanted to work with Superlative on their professional services agreement and bring that to the council for approval as well so council would be comfortable with the elements within the agreement. Our city attorney has reviewed the contract as well as our bond council. We are wanting to make sure that the Curling Center is eligible to pursue revenues from naming rights and sponsorships as it may be hinged on the type of bond funding on the curling facility. It was determined that the city used taxable bonds, so we are able to pursue this type of revenue. That did however take a while to determine. The city attorney's comments have now been passed on to Superlative's attorney and we are waiting to hear back from them. Grange will be following up with them and then will coordinate with the city administrator on which meeting date to bring to council. Grange will keep Downs and Saueressig posted on that meeting date. Things are moving along.

Keyport, asked for clarification, so we have this consultant, if an entity expressed interest to the consultant in purchasing the naming rights of one of our buildings, would we have the option to pass? Yes, Grange explained that if there were any hesitations, the city could say no. Council would have the final say.

Saueressig asked if we had any legal obligation to use the money for certain things? Grange, doesn't think so, however, It would be in our best interest to identify how we would use the dollars. As it helps us tell the story of why we are pursuing this. It helps get the community behind it as well.

7D. Pedestrian and Bicycle Master Plan Update

This is another one we are making progress. Currently, the project steering committee is reviewing draft chapters of the plan. Antonio has out 8 chapters now of the 11. The committee has access to a link where they can go and review the chapters and provide feedback via an on-line PDF form. We also have our monthly steering committee meeting next week, we will connect with Antonio at that and get another update. Once the committee has finished all the chapters we will meet in person, likely early January. At that time, we'll discuss wrapping things up and Antonio will make committee suggested revisions to the plan. Once that is done, the chapters will be sent on to the Project Management Team (PMT) for staff review and comment, likely through January/early February. Again, Antonio will continue to make additions and revisions throughout to finalize the draft. In February, the final draft of the plan will be made available on the project website: walkbikechaska.org for the community to see and comment on. We will create awareness that it is out there. We also will be identifying a date for a community open house at the curling and event center. The steering committee will discuss what that could look like at their in-person meeting in January.

After all the feedback has been accounted for, we then would coordinate a joint work session with council to discuss any last feedback, discuss the plan itself and the process we went through. See if there are any last-minute comments to add. We really want to make sure once we bring it forward that it is supported and that all feedback and comments are accounted for in the plan. Estimating to be done by end of March.

We want to finish this strong; a lot of great work has been done over this last year. We will have another great plan to set us up in our community for good improvements to make walking and biking safer and an easy option, through upgrades in infrastructure, as well as programing and encouragement.

Discussions pursed on the bike friendly designation.

7E. Department Happenings

Grange highlighted some things staff have been working on:

Last week the Winter/Spring Activity guide went out. Kudos to staff, staff have really embraced this new approach and done a really good job. It looks great and am proud of them.

We have new cardio equipment at the CCC, our lease was up. We have made the decision to start bringing things back a bit, so we moved the cardio equipment back a bit into a half court. We now have the other half open for activities/programming. One thing we have realized since Covid, is the reduction in family memberships. With evaluating things, our membership units were above pre Covid numbers. But it is the number of members that are down, a lot of individuals are signing up, but not families. We feel this has been impacted by the unavailability of the gym space as well as the reduced open swim times, as we currently have a shortage of lifeguards. We are working on training and hiring more lifeguards and transitioning back into opening that entire lower gym. We also are looking into converting one of our racquetball courts into a weightlifting area, with putting in rubber flooring and mirrors and moving our free weights into that space. That would free up some additional space for the cardio equipment to be moved into the fitness center. That also would free up our entire gym for families to use. We are looking into this, but there are some challenges, the cost and some ADA impacts. We continue to strategize to try and get our member numbers back up.

The Community Center held an open house last weekend on Saturday. It was an opportunity to get in free and try some things out. Lower attendance than what we were hoping for, more than likely due to the weather and those shoveling. We will look into doing more of those in the future.

Grange gave an update on the pilot program for teens on Wednesdays. A huge success, with 40-60 kids each week. While it has been very positive, we didn't plan for those kind

of numbers. It takes a few staff to keep them busy. We will continue with one day a week, the hours are 3:15-6pm. Currently it is free. We will reevaluate at some point. Hoping to build off it with volunteers. Those interested in volunteering should contact Erin Link at Parks and Rec.

Winter 2 curling league registration just wrapped up this week. Schedules were just sent out. This league runs Jan. 2nd-early April. Throughout that timeframe, 872 games get scheduled. Kudos to the staff that make that all happen, it's pretty dynamic. Things are really ramping up at curl with the excitement of the upcoming Olympics, staff are very busy fielding ice requests. Branch asked about watch parties during the Olympics, is Crooked Pint doing anything? Yes, various dinner parties and other things.

Downs, on the new commissioner recruitment, you talked about the members of the community center and communicating with them, can we let them know we have these openings on the parks commission? Can we get something out to them? They would be an ideal group to get to. Grange, yes, we can do this via our email list serve. A great idea!

8. Other Business

8A. Commissioner Round Table

Saueressig-Talking naming rights, a curling event in Europe had advertisements for the event that were not appropriate. They wouldn't televise the event, made me laugh. Excited to see the activities guide out, I registered my 2 daughters for swim lessons, was so easy. So slick, took like 5 minutes. Still so great to see some of the FT staff at the front desk, always smiling. Lifeguards, Jacob maybe? A Friday night, he was running kids through a class for new guards, very cool. The stamp deal, if you do certain activities, you get a stamp on the card and can win things, super cool. Got some sledding time in with my daughters, fun to be out. Still think there is an opportunity for us to do some partnering there.

Keyport-I enjoyed the outdoor tree lighting, there was llamas and wagon rides. It was well attended, could have used more wagons. A nice day, was fun. They even had the high school choir there. I do love the new equipment at the CCC, I may need training on directions though. Grange will share with staff.

Cich-I went to the Arboretum light show, I took the SW Metro bus out and back, was really pretty. I appreciate living here.

Branch-Great to see the Cortina Woods playground going, I saw a bunch of kids around there recently playing. Cool to see. That is what is great about being on the park board, to be a part of that.

Grange, speaking of Christmas Spirit, you will be seeing something come out, that we are doing the holiday parade again! Fire trucks, police, Santa... The route is pretty much all of Chaska, it is like a 4-hour parade. There will be an app out there to follow Santa. More to come.

9. Adjourn-Next Meeting-Jan. 11th

Motion to Adjourn Meeting by Saueressig, Second by Branch