Chaska
Parks and Recreation Commission
Meeting Minutes
February 8, 2022

1. Call to Order

The February 8, 2022, meeting of the Chaska Parks and Recreation Commission was called to order by Chair David Downs at 7:00 pm.

2. Roll Call

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

Absent: None

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

3. Adopt Agenda

Motion by Vice Chair Branch, second by Wyveen, to adopt the February 8, 2022, meeting Agenda.

Roll Call for Approval

4. Visitor Presentation

None in attendance

5. Approve Previous Meeting Minutes

5A. Motion by Cich, second by Vice Chair Branch, to approve the Chaska Parks Commission meeting minutes of January 11, 2022.

Roll Call for Approval

6. Receive Council and Planning Meeting Minutes

6A. City Council Minutes December 20, 2021

Heieie questioned the purpose of the land on Highwood Drive across from the Fire Station, that a strip of park land was determined to give back to landowners. Grange stated the original purpose was a possible trail but was decided it was not needed, so the land was given back to the landowners.

6B. Planning Minutes December 8, 2021

Grange noted appointments on Parks and Recreation Board for the current year. Chair Downs and Vice Chair Branch will continue as Chair and Vice Chair, respectively. Grange named the two new board members who were appointed and will set up a meeting with Chair and Vice Chair to bring them up to speed on projects. There is currently still a vacancy for a youth representative. Chair Downs noted Monteith to update contact information for the new members.

7. Action Items

7A. Recommend Consultant for the Community Center Master Plan Architectural Services

Grange provided a brief review of the 2 proposals contained in the packet. He updated City staff on the interviews done by the project management team. Upon conclusion of the interviews, City staff unanimously recommended Perkins and Will as the best architectural firm for the master plan. Grange provided a brief overview of Perkins and Will's architectural history and work experience. Grange also noted a key component to the Master Plan is bringing in the sub consultant, Jeff King with Ballard*King. They are highly regarded in the park and recreation industry. They are one of the top when it comes to market analysis, looking into operations and cost. They will help us understand not only the cost for improvements but also what it will cost to own it and operate it going forward. How we can be set up for a sustainable future. He noted King has 20 + years of experience with Perkins & Will, on lead operations and analysis. Grange recommends this company to the Parks Commission.

Chair Downs was impressed with their proposal, it was thorough and specific to our needs. Grange expressed his confidence with the highly regarded architectural firm, noted the years in business, since 1935. The firm has offices in Minneapolis and in Colorado. John Slack, lead architect is based out of the Minneapolis office and will be the community engagement facilitator.

Keyport wondered about the scope of the Community Center and if the firm has done projects like this before. Grange stated the firm has experience with new builds and renovations of current buildings. He also stated Perkins and Will looked at functionality and multi-purpose ahead of aesthetics if a remodel was decided versus a new build. We have to come out of this with an implementable plan, and mindful of the cost. Heieie questioned whether the current City code requiring a bomb shelter is in place or if it can be retrofitted if necessary. Grange stated if a code is required, the City would comply as soon as renovations begin.

Motion by Keyport, second by Heieie, to recommend to City Council to authorize staff to enter into the service agreement with Perkins and Will.

Roll Call for Approval

8. Discussion Items

8A. Community Center Master Plan Update

Grange provided an update on the Master Plan and stated representatives from the Parks Commission, City Council, Planning Commission, Human Rights Commission, school district, community education, and the school board will be on the task force team. Grange stated they received 37 applications for the 8 vacant positions; 4 of which will be Community Center members and 4 will be non-members. The team that rates the applications include Parks Commissioners and City Council representatives. The team will rate and bring in 16 applicants: 8 members and 8 non-members. Grange stated the process and recommendations will be brought back to the City Council for approval on Feb. 28th. The recent recommendation of Perkins and Will goes to City Council for approval also on February 28th. Saueressig commented on the time and effort people put into their applications. Grange stated the team is also currently still looking for a youth representative.

8B. Review and Comment on Frenz and Worm Properties-Concept Plan

Grange reviewed the Concept plan submitted to the City and stated it goes to the Planning Commission then to City Council on February 28th for approval to discuss the open space and the preservation components of the plan.

Stephen Gardner, from the Forestar Group was on Zoom, available to help answer any questions the Parks Commission may have.

Grange gave a presentation showing the two properties and providing background information. Keyport wondered if there is currently green space in that area, yes. Grange replied the 2040 Comprehensive Plan has to keep the open green space. Grange also read aloud to the Parks Commission, the history on "The Big Woods." Grange stated 42 of the 128 acres will be part of this plan and is included in the packet. Grange noted a condition for approval in the Concept Plan, that could require the City and Developer to enter into a letter of intent to designate and preserve the open green space as a condition upon approval. Saueressig questioned if the City is looking to own all of the preserved woods in the future. Grange stated they are looking into opportunities to purchase all of the preserved woods through grants. Chair Downs wondered if the preserved woods would still be available to create trails. Gardner stated yes it could be a great idea to create trails in there. Gardner stated it is surprisingly flat and nice for a trail system. Heieie summarized stating if the City did not purchase it, there would be enough buildable land for approximately 40 lots. Grange also discussed other ways to fund the purchase of the preserved woods if they do not receive funding through grants. Saueressig asked about pricing of acreage and value of property. Cich wondered about the condition of invasive species in the preserved woods.

Chair Downs noted he would like the minutes to reflect the Parks Commission request to preserve the green space and recommend the Concept Plan to go to the Planning Commission.

8C. Facility Naming Rights and Sponsorship Update

Grange recommended to City Council last night the use of Superlative Group and approval to execute the Professional Services Agreement within the City Council packet to authorize the Parks Commission to move forward with naming rights and sponsorship. Grange discussed the general feeling at the City Council meeting, there was a sense of community and council wanting the residents to weigh in and be heard. Grange discussed Superlative looking at various city assets and generating the value of those assets. He also explained what the process would be to get cost estimates and bring it to City Council for discussion. The motion was ultimately approved 5-0.

Chair Downs expressed his excitement. Grange stated the curling and event center has regional and out of state functions that draw in visitors. The desire would be to expand the Player's Lounge decreasing patrons visiting other competing establishments. Grange explained this is potential revenue without affecting taxpayer dollars. Grange stated the next step is to meet with the Superlative Group and get things organized and meet. Grange suggested a project team. Saueressig stated he, along with City Council members would like to be part of this team. Grange stated this will remain a regular agenda item to keep the Parks Commission updated and informed on continued progress.

8D. Pedestrian and Bicycle Master Plan Update

Wynveen stated the Open House in February will be online. Grange stated the project will be transitioned to the City's website for 30 days to allow the consultant time to create videos so residents can preview the plan. These efforts should ideally produce more community engagement instead of hosting a single Open House event.

8E. Department Happenings

Grange mentioned all of the indoor and outdoor events going on in February and March to get people outdoors and involved in the community. He recognized his staff for the opportunities they continue to put on for the community.

9. Other Business

9A. Commissioner Round Table

Cich expressed her excitement to tour some of the natural resource projects going on around the city.

Heieie commented on the professionalism and attentiveness of the lifeguards at the Open Swim.

Saueressig also noted the professionalism of the Community Center lifeguards and commented how great it was to see people at the ice rink.

Vice Chair Branch noted the various opportunities the City of Chaska provides. Excited for what is to come.

Wyveen looking forward to the Ice Gardens coming up. Encouraged more posts to the Community Center social media accounts. Grange appreciated the comment and will have his staff look into it.

Keyport enjoyed visiting the ice fishing contest.

Chair Downs was invited to a focus group to review facilities that are in need of repair or renovation. He noted the building most in need is the police station. One such option that came out of the focus group would be to combine the fire hall and police station to create a new emergency services building.

10. Adjourn

Motion to Adjourn the February 8, 2022, meeting by Saueressig, second by Keyport.

Roll Call to Adjourn at 8:13 p.m.

Next meeting: March 8, 2022