
SCOTT COUNTY PARKS ADVISORY COMMISSION MEETING MINUTES April 3, 2019

The Scott County Parks Advisory Commission held their April meeting on April 3, 2019 at the Scott County Government Center, 200 Fourth Avenue West, Shakopee, MN 55379. Staff members present were Patty Freeman, General Manager of Scott County Parks and Trails, Nathan Moe, Parks Planner, and Beverly Cox-Alexander, Secretary.

- 1) **Roll Call:** Chair Patrick Stieg called the meeting to order at 6:00 PM and proceeded with roll call.
Members present: Kathy Gerlach, Barb Hedstrom, Jerry Hennen, Patrick Stieg, Mark Ewert and Commissioner Jon Ulrich
Members Absent: Kristin French and Eric Spieler

2) **Pledge of Allegiance**

3) **Approval of Agenda**

Motion by Commissioner Hedstrom; second by Commissioner Gerlach to approve the agenda. The motion carried unanimously.

4) **Approval of meeting minutes for 02/06/19**

- Hold for staff review

5) **Recognition of Interested Citizens for Items Not on Agenda**

- No citizen comment

6) **Administration, Planning and Development**

a. 2019 Tour Planning

Spring Lake Lakeside Inspiration (Spring?)

- The master plan identifies several amenities
 - Picnic options
 - Lake access
 - Boat access (hand carry)
 - Fishing pier
 - Playgrounds
 - Other amenities on a smaller lakeside footprint
- Destination ideas
 - Cleary
 - Lakefront Park
 - Lebanon Hills VC
 - Bryant Regional Park
 - Bush and Normandale Lake

Commissioner Hedstrom commented she would be interested in visiting parks with newer facilities. Spring Lake Park has a very sloped shoreline; it would be interesting to see other parks with that kind of a sloped shoreline.

Commissioner Gerlach commented it would be beneficial to look at other parks with a similar footage. Also recommend focusing on parks with no swimming beach.

Commissioner Hennen commented Woodlake in Richfield has a nature center.

Murphy-Hanrehan (summer?)

- Tour of the inner portions of the park
- Trailhead building
- MORC discussion
- Forestry/wildlife manager presentation

Doyle-Kennefick (Fall)

- Highlighting the stewardship and envisioning the future
 - Anticipate introducing use ~ 5 + years
 - Drive car / bus; possible golf cart / ATV's
 - Visit the homestead and barn
 - Review natural resources restoration progress
 - Visit with a natural resources partner Great River Greening

Other ideas

- Blakeley Bluffs Driving Tour
 - Review county owned property
 - Review potentially available properties
- US Fish and Wildlife
 - Important amenity for outdoor recreation
 - Discussion needed to identify what elements of the Wildlife Refuge are important to help inform the regional parks and trails in SC
- The Landing
 - Folkways of the Holidays

b. 2019 Calendar and Work Planning

1. Tour Priorities

- Lakefront areas – (recommended)
- Murphy-Hanrehan
- Doyle-Kennefick (still a few years out in planning)
- Blakeley Bluffs – (recommended)
- MN Valley Wildlife Refuge
- The Landing Folkways (social event)

2. Calendar (Proposal)

- May 1 PAC Meeting plus Tour
 - Blakeley Ravines Project
 - Ryan Holzer with the WMO to provide presentation
 - 10th anniversary PTLF Report
 - Commissioner Stieg to provide update

- Acquisition Update
- Tour (Blakeley Bluffs) plus meeting (3:30 to 8:30 PM)
- June 5th PAC Meeting plus tour
 - PAC / County Board Workshop
 - Tour and meeting / workshop with Scott County Board (3:30 to 8:30 PM)
- July 3rd PAC Meeting – (Move date due to Independence day)
 - Proposed dates: July 22, 23, 24, or 25
- August 7th PAC Meeting
 - Move date or leave as tentative?
- September 4th PAC Meeting plus Tour
- October 2nd PAC Meeting plus Tour

c. 2020 Operating Budget Process and Preliminary Priorities

- 2019 Budget High Level Breakdown
 - Partnership Budget: \$2,464,635.00
- Budget Process Timeline
 - April 3rd – PAC Meeting
 - May 1st – PAC Meeting
 - June 4th – Board Workshop
 - June 5th – PAC Meeting
 - July 11th – Joint Board Meeting
 - July 30th – Preliminary 2020 Budget Proposal to Board
 - September 3rd – Budget and CIP Session with Board
 - September 17th – Set Preliminary 2020 Levy
 - October 29th – Strategic Planning and Budget Session
 - November 12th – Board Planning Workshop
- Partnership Team discussion to date
 - Staff Team – Principles Discussed
 - Work as a team
 - New revenue and meet demand
 - Consistency with County leadership and policy makers
 - Consider new ways of doing business
 - Staff Team – Objectives Discussed
 - Build Awareness of system through partnerships and events; build awareness of events / programs
 - Tours for policy makers
 - Address inefficiency and capacity in maintenance delivery
 - Build awareness; support ~ 5 – 10 year Comp Plan goals and 15 – 20 year vision
- Budget Focus
 - Outdoor Recreation and Education
 - Maintenance and Natural Resources
 - Facilities / Visitor Services and Park Service
 - Revenue Gap
 - Wages and Benefits
- Proposed Budget Goals:
 - Growth through Partnerships (Rec programs, Natural Resources)
 - Address Inefficiencies (Rec Programs and Maintenance)
 - Grow Senior Golf League (Visitor services)
 - Confirm Budget Savings or Reallocation (Visitor Services)

- Keep Pace with Increased Use (Maintenance)
- Increase Capacity for Projects (Maintenance)
- Address Loss of Tax Forfeit Revenue
- Support General Wage and Benefits

d. Trail Kiosk and Wayfinding Update

Wayfinding work group progress

- Staff recommend Option 1 with some modifications
 - Level A
 - Remove the middle post and center the partnership logo, and include a flat or tilted roof option
 - Level B
 - Remove Level B2 and add a level between the A and B
 - Level C
 - Removing the trail name sign and placing a sign on the post itself in two directions
 - Trail name to be displayed vertically on the post
 - Branding / Marketing
 - Option of removable oval branding
 - Commissioners in favor of branding
 - Content
 - The first draft of content updates have been reviewed
 - The next phase includes refinements
 - Improvements: More universal messaging, focus on amenities, and flexibility of extra space
 - Next steps
 - Signia will develop specifications
 - Content will be revised and vetted with project team
 - Coordination with local government
 - Siting and site design for kiosk placement
 - Patty Freeman suggested having (3) mock-ups be brought in for Commissioners to view / discuss

7) Informational Items

a. Projects / Other Updates

i) Camp Kici Yapi Relocation

- New Market township recommended denial of the Conditional Use Permit by a 4 to 1 vote siting neighborhood concerns as the main issue
 - In recommendation for denial they provided suggested conditions should the county elect to approve the CUP
- The County Planning commission held the public hearing on March 11th
 - Approval was recommended of the CUP by a vote of 4 to 1
- Staff is working with the Township attorney on a development agreement and providing review comments to the YMCA consultants on the submitted project plans
- County staff is anticipating the YMCA will need to submit additional revised plans to the board likely at a County Board Meeting for action on May 7th

ii) Cleary maintenance Shop

- 7600 square foot maintenance shop
- Project cost is close to \$2.3 Million

- Oertel Architects is working on the schematic design
- Preliminary plans to be complete April 18th
- Next steps to determine mechanical and electrical needs
- Executive team meeting is scheduled for April 24th
- Design development to be complete beginning of June
- On schedule for a tentative wrap up of design by the end of summer
- Bid phase starting in August 2019
- Construction between September 2019 and Spring 2020

iii) CSAH 27/21 Construction Project and Mitigation

- The Policy Committee Park District in Scott County met about (3) weeks ago and had a high level overview of the construction project needs, benefits, impact to the park, land impacts and facility impacts
- Staff received feedback from the Policy Committee to prioritize facility improvements for mitigation
- Parks staff will further review facility needs and opportunities opportunity or need there is for funding being contributed to the maintenance building

iv) 2018 Joint meeting Three Rivers Park District and Scott County Board

- Joint meeting is on the calendar for July 11th at Cedar Lake Farm

b. Upcoming Events, Programs, Camps

i) Recreation and Education Opportunities

- (1) Spring Programs – at Cleary and Cedar Lake Farm Regional Parks and Murphy-Hanrehan Park Reserve
- (2) Summer Camps – at Cleary and Cedar Lake Farm Regional Parks and Murphy – Hanrehan Park Reserve
- (3) Outdoor Recreation School – School Flier

c. Advisory Commissioner Reports

- Chair Patrick Stieg commented the signage system at Murphy is a tremendous improvement

8) Upcoming meetings

a. May – Cleary Maintenance Facility, 10th Anniversary Report Parks and Trails Legacy, Blakeley Ravine Project, Acquisition Update, Tour

b. June – 2020 Operating Budget and 2020 – 2040 CIP; 15-year Vision, PAC/Board Workshop, Tour

9) Adjourn

Motion by Commissioner Ewert; Second Commissioner Hedstrom to adjourn the meeting. The motion carried unanimously

The meeting was adjourned at 8:16 pm.

Patrick Stieg

Patrick Stieg, Chair

May 1, 2019

Date

Beverly Cox-Alexander

Beverly Cox-Alexander, Secretary