Scott County
Park Advisory Commission
January 2, 2019
6:00PM

Scott County Government Center
Scott County Board Room
200 Fourth Avenue West
Shakopee, MN
SCOTT COUNTY PARKS ADVISORY COMMISSION
PRELIMINARY AGENDA
6:00 P.M. – January 2, 2019
Scott County Board Room, 200 Fourth Avenue West, Shakopee

1) Roll Call – Mark Ewert, Chair

Kristin French, At Large
Kathy Gerlach, District 3
Barb Hedstrom, District 1
Jerry Hennen, At Large
Eric Spieler, District 2
Patrick Stieg, District 5
Mark Ewert, District 4
Commissioner Jon Ulrich, Scott County Board Liaison

2) Pledge of Allegiance
3) Approve Agenda
4) Approve Meeting Minutes for December 5, 2018
5) Recognition of Interested Citizens for Items Not on the Agenda (No action will be taken.)
6) Election of Chair and Vice Chair (6:05 – 6:15 PM)
7) Year in Review (6:15 to 6:45 PM)
   a. Facility Operations
8) Administration, Planning and Development (6:45 to 7:15 PM)
9) Informational Items (7:15 - 7:45 PM)
   a. Camp Kici Yapi Relocation
   b. Advisory Commissioner Reports (Verbal)
   c. Projects/Other Updates (Verbal)
      i) 2018 Joint Meeting Three Rivers Park District and Scott County Board
      ii) Upcoming Recreation and Education Programs (Fliers and information included in packet)
   d. Upcoming Events (Verbal)
      Highlighted Winter Events and Programs/Volunteer Opportunities:
      (1) Beginner Ice Fishing at Cedar Lake Farm – January 12, 12:30 to 4:30 PM
      (2) Beginner Ice Fishing for Women at Cedar Lake Farm – January 12, 3:00 to 5:00 PM
      (3) Fat Bike Fun Race at Cleary Lake - February 16 1:00 PM to 4:00 PM
10) Upcoming Meetings - Tentative (7:45PM to 8:00 PM)
    a. February - Acquisition update, Capital Projects
    b. March – Wayfinding Update

11) Adjourn (8:00 PM)
SCOTT COUNTY PARKS ADVISORY COMMISSION
MEETING MINUTES
December 5, 2018

The Scott County Parks Advisory Commission held their December meeting on December 5, 2018 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, Scott Fuhrman, Parks and Natural Resources Coordinator, and Beverly Cox-Alexander, Secretary.

Specific details and video of the entire December 5, 2018 Scott County Parks Advisory Meeting is available on the Scott County Website:
Click on the link below to view the video
Scott County Parks Advisory Commission 12/05/18 Meeting Video

1) Roll Call: Chair Mark Ewert called the meeting to order at 5:02 PM and proceeded with the roll call.
   Members present: Kristin French, Barb Hedstrom, Jerry Hennen, Eric Spieler, Patrick Stieg, Mark Ewert and Commissioner Jon Ulrich.
   Members Absent: Kathy Gerlach

2) The Pledge of Allegiance followed roll call.

3) Approval of Agenda
   Patty Freeman requested a change to the agenda:
   o Move 6c to become 6a
   o Eliminate 6e

   Motion by Commissioner Hedstrom second by Commissioner Spieler to approve the agenda as amended. The motion carried unanimously.

4) Approval of meeting minutes for 11/07/18
   Patty Freeman noted a correction under Item 4) Approval of meeting Minutes correct date from 09/05/18 to 10/03/18.

   Motion by Commissioner Hennen second by Commissioner French to approve the 11/07/18 minutes as written noting above correction. The motion carried unanimously.

5) Recognition of Interested Citizens for Items Not on Agenda:
   ● No citizen comment.

6) 2018 Year in Review
   a. Park Service Public Safety
   ● Nate Hurliman, Public Safety Program Supervisor provided an overview
• Park Service Training
  o PSO Durdley completed his First Responder course with Allied Medical Training.
  o Training collaboration between Savage Fire, Allina Health and Scott County TRPD.
  o Spring training at Murphy
  o Continuum of Enforcement
    ▪ Educate
    ▪ Verbal Warning
    ▪ Written Warning
    ▪ Citation

• Public Safety by the numbers
  o Over 400+ calls for service at TRPD Scott County Parks
  o (300)+ written warnings
  o (8) Administrative Citations
  o (1) County Citation issued by Scott County Sheriff

• Sample of incidents
  o Medicals
  o Dog Off Leash (DOLA) violations
  o Lock Outs
  o Motorist assists
  o Dogs Off Leash
  o Parking Assistance at park events
    ▪ Tractor Show
    ▪ Surph the Murph
    ▪ Spring Lake Trailgate

• Public Safety Program Improvements / Future Areas of Focus
  o Maintain a strong public service ethic
  o Continue to streamline systems
  o Continue to utilize different patrol methods such as ATV, foot, bike, and vehicle
  o Educate and enforce park ordinances with the public
  o Conduct more focused enforcement in problem areas

b. Natural Resources
• Scott Fuhrman, Parks and Natural Resources Coordinator provided an overview
• Partnership with Scott Soil and Water Conservation District
  o Outstanding Conservationist nominee for 2018
  o Blakeley Field Erosion Projects
• Partnership with Great River Greening at Doyle – Kennefick
  o Oak Savanna Restoration
  o Two Volunteer Events in 2018
• Conservation Partners Legacy Grant
  o Spring Lake Forest Enhancement
  o Closed in July 2018
  o Capstone Tree Planting Volunteer Event

c. Maintenance
• Justin Markeson, Maintenance Supervisor provided an overview
• Highlights of projects accomplished in 2018
  o Spring Lake Volunteer Tree Planting
- 550 oak and maple trees planted
- 300 planted by volunteers, remainder planted by staff

- Murphy Bike Fix-It Station at Murphy Hanrehan Main Trail Head
  - Donation from the Great Scott Cycling Club

- Doyle Field Access / Grass Path
  - Provides access to rental properties

- Murphy Hanrehan Wayfinding Project
  - Signage was outdated, broke this into (3) projects.
    1. Large Lot Location Maps
    2. EMP Kiosk redesign
    3. Carsonite Post redesign

- Cleary Lake Outlet Project
  - Partnered with Scott County, MN DNR, Three Rivers, and contractor GF Jedlicki
  - Project was completed in (5) days

d. Programming and Recreation
- Tyler Thompson and, Recreation Program Specialist and Ann Schinas provided an overview

- 2018 Recreation Highlights
  - Zip-line debut at Mid-Summer Festival
  - Outdoor Education Days at Cedar Lake Farm
  - Geocaching for Eggs and Ice Fishing Programs
  - Popular program offerings with Prior Lake Savage (PLS) Community Ed
  - New portable zipline and kayak fleet

- 2018 Partner Updates
- Continue Building Relationships

- Review partnerships and identify mutual goals
  - Focus on programs that run and reduce cancelations
  - Create skills for life-long outdoor experiences
  - Add value

- Summer Camp Summary
- 2018 Successes:
  - Hunting and Outdoor Skills Camp
  - Outdoor Adventure Camps
  - Only (2) camps cancelled due to low enrollment

- 2019 Changes:
  - Continued and new offerings at Cleary and Cedar Lake Farm
  - Exploring options for additional Firearms Safety Camps
  - Recreation Program Participation
    - 2017 participants: 4595
    - 2018 participants: 4708
• Fat Bike Fun Race with Michaels Cycle’s (goal of 100 racers)
• Maple Syrup programs at Cleary and Cedar
• Winter Group Education
• Recruiting recreation volunteers

• In The Works For 2019
  o Marketing and Outreach for more school groups
  o Attendance at community festivals / events
  o Senior programming with Shakopee and Prior Lake
  o Develop a 2-5 year program plan

7) Informational Items / Other
   a. Election Reminder

• January, Chair and Vice Chair Election

b. Advisory Commissioner Reports

• Commissioner Spieler commented Highland Cross Country Ski Trails and Cleary Cross Country Ski Trails are open
• Commissioner Spieler advised there will be major work occurring at Highland Park in 2019
• Ann Schinas reported Recreational School groups will be redirected from Highland Park to parks that are closer to them, including Cleary Park
• Patrick Stieg advised he will have an update at the January meeting regarding the preliminary report on the 10th anniversary activities the Parks and Trails Legacy Committee did throughout the year.

c. Projects / Other Updates
   i) 2040 Regional Parks Policy Plan

• Patty Freeman advised the 2040 Regional Parks Policy Plan was approved by the full Met Council on November 28th.
• The version approved included the County’s preferred language related to prioritization of projects

   ii) Cleary Maintenance Shop Replacement

• The Cooperative Agreement was approved by the County Board and will be considered by the Park District Board on December 18th.
• The expectation is design will be kicking off shortly and continue through the fall.
• The bidding process is targeted for early 2020.
• Construction to begin 2020 and carry through 2021.

d. Upcoming Events
   Highlighted Winter Events and Programs / Volunteer Opportunities:
   (1) Beginner Ice Fishing at Cedar Lake Farm – January 12, 12:30 to 4:30 PM
   (2) Beginner Ice Fishing for Women at Cedar lake Farm – January 12, 3:00 to 5:00 PM
   (3) Fat Bike Fun Race at Cleary Lake – February 16, 1:00 to 4:00 PM

8) Upcoming Meetings – Tentative
   a. January 2, 2019 – Facilities Year in Review, Capital projects review, Tour Ideas Kiosk / Wayfinding Project
b. February 6, 2019 – Recreation Programming Workshop, Kiosk / Wayfinding Project

9) Adjourn

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

The meeting was adjourned at 6:43 pm.

___________________________________________ _____________________
Mark Ewert, Vice Chair Date

___________________________________________
Beverly Cox-Alexander, Secretary
PARKS COMMISSION AGENDA ITEM: 7.a. Facilities 2018 Year in Review

MEETING DATE: January 2, 2018

PREPARED BY: Scott Fuhrman and Tom Balk

REQUESTED ACTION: No action is requested.

Tom Balk, Park Operations Supervisor, will give a presentation of 2018 work and highlights from the Facility Operations and Guest Services workgroup. The purpose of this agenda item is informational and will provide the PAC an opportunity to hear updates and ask questions about facility operations.

Facilities Year in Review
2018 was the first full calendar year for all Facility and Guest Services team members in their new/current positions: Tom Balk – Park Operations Supervisor, Dario De Paz – Facility Supervisor, Shaun Mertes – Facility Supervisor, Nate Hurliman – Public Safety Program Supervisor, and Reshard Durdley – Park Service Officer. Staff are proud that they were able to provide a high level of customer service to guests while simultaneously learning and navigating their new roles. Highlights from the workgroup include several familiar events as well as some new events and initiatives from 2018.

Continued in 2018:
- Mid-Summer Festival - 2,500+ attendees
- Cleary Lake Junior Club Championship
- Scott County Education Days - 1,200+ students
- Surf the Murph

New in 2018:
- Spring Lake Trailgate
- Friday Morning Senior Golf League at Cleary
- Cedar Lake Farm Turf Trails (Opened for use)
- Youth on Course participation through Minnesota Golf Association
  - Initiative provides youth with access to affordable golf
  - Participants apply through Minnesota Golf Association
  - Youth on Course members can play golf at hundreds of participating courses for $5 or less
  - 244 Youth on Course rounds at Cleary in 2018

Staff is especially proud of the launch of the Friday Morning Senior Golf League at Cleary, the Spring Lake Trailgate Event, as well as record revenues for the Cleary Lake Campground. Along with record camping revenues came a change in users and usage at the campground. This has been a challenge, but staff will continue to work to manage this change while ensuring customer experience doesn’t suffer.
### Cleary Campground Revenue
(Combined Group, Hike-In, RV)

<table>
<thead>
<tr>
<th>Year</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>$42,043</td>
</tr>
<tr>
<td>2017</td>
<td>$47,725</td>
</tr>
<tr>
<td>2018</td>
<td>$50,463</td>
</tr>
</tbody>
</table>

Throughout the year facility staff also fielded and coordinated requests for special use permit from external groups wanting to host events at Cleary, Murphy-Hanrehan, Spring Lake, Cedar, and Doyle-Kennefick. 30+ permits were issued at our parks. Approved events included:

- Running races
- 5k fun runs
- Bike demos
- Large company outings with inflatables/dunk tanks
- Ski meets
- Worship services
- Partner programs
  - Let’s Go Fishing at Cedar Lake Farm
  - Mentored Youth Turkey Hunts at Doyle-Kennefick with Dakota Strutters

In addition to the busy summer, the preceding winter of 2017-2018 was also busy. The winter season saw the cross country ski trails at Murphy-Hanrehan opened for the first time since 2013 and Cleary Lake hosted the 4th annual Fat Bike Fun Race, which continues to grow each year.

Another success in 2018 was the performance and quality of seasonal staff. The workgroup revamped their summer seasonal staffing plan for 2018, focusing on the hiring of quality candidates over quantity of staff. Reduced quantity of seasonal staff allowed for more consistent set schedules for seasonal staff and higher performing employees were rewarded with better pay and more hours. This led to more efficiencies and increased quality of customer service. It also resulted in better employee morale. Total seasonal staff costs were reduced through this staffing strategy.

Staff is looking forward to utilizing the new fiber internet line to the Cleary boat rental operation building in 2019. The line was installed this past fall. Rental staff will now have a connected point of sale system at the rental building (which is the standard setup at other facilities, including Cedar Lake Farm boat rental) resulting in better customer service, better tracking of rentals and usage, and increased efficiencies. Previously, rental transactions were managed with a standalone cash register and standalone mobile credit card readers. The card readers proved to be unreliable depending on cell service and frequently impacted customer service. Supervisory staff would also have to re-enter all rental sales information from the standalone cash register and card readers into the Park District’s revenue software after each day. Rental staff will now have the proper tools to effectively do their job and supervisory staff time will be freed up to address other tasks.
### 2018 Facility Operations Numbers

#### Cleary Lake Regional Park Summer Operations

<table>
<thead>
<tr>
<th>Activity</th>
<th>2016 Revenue</th>
<th>2017 Revenue</th>
<th>2018 Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boat Rental</td>
<td>$44,857</td>
<td>$42,664</td>
<td>$53,087</td>
</tr>
<tr>
<td>Campground (Group, Hike-In, RV)</td>
<td>$42,043</td>
<td>$47,725</td>
<td>$50,463</td>
</tr>
<tr>
<td>Cleary Pavilion Rental</td>
<td>$11,975</td>
<td>$15,409</td>
<td>$16,739</td>
</tr>
<tr>
<td>Lakeview Shelter Rental</td>
<td>$10,145</td>
<td>$9,135</td>
<td>$8,799</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$109,000</strong></td>
<td><strong>$114,933</strong></td>
<td><strong>$129,088</strong></td>
</tr>
</tbody>
</table>

#### Cleary Lake Golf Course Operations

<table>
<thead>
<tr>
<th>Item</th>
<th>2017 Revenue</th>
<th>2018 Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Golf Rounds</td>
<td>$199,322</td>
<td>$175,621</td>
</tr>
<tr>
<td>Driving Range</td>
<td>$73,671</td>
<td>$70,344</td>
</tr>
<tr>
<td>Programs/Lessons</td>
<td>$95,954</td>
<td>$94,118</td>
</tr>
<tr>
<td>Rental Equipment</td>
<td>$2,650</td>
<td>$1,888</td>
</tr>
<tr>
<td>Merchandise</td>
<td>$15,681</td>
<td>$14,646</td>
</tr>
<tr>
<td>Golf Carts</td>
<td>$37,263</td>
<td>$37,667</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$424,541</strong></td>
<td><strong>$394,276</strong></td>
</tr>
</tbody>
</table>

190 course open days in 2018 vs. 216 open days in 2017. Rain days on all 3 major holidays summer 2018: Memorial Day, July 4th, Labor Day

#### 2018 Cleary Lake Campground Breakdown (174 open rental days)

<table>
<thead>
<tr>
<th>Site</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basswood (Hike-In)</td>
<td>$19,972</td>
</tr>
<tr>
<td>Red Pine (Hike-In)</td>
<td>$4,366</td>
</tr>
<tr>
<td>Cleary Point (Group Camp)</td>
<td>$6,228</td>
</tr>
<tr>
<td>Oak Grove (Group Camp)</td>
<td>$3,573</td>
</tr>
<tr>
<td>Norway Ridge (Group Camp)</td>
<td>$3,041</td>
</tr>
<tr>
<td>Birchwood (Group Camp)</td>
<td>$2,376</td>
</tr>
<tr>
<td>RV Sites</td>
<td>$10,907</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$50,463</strong></td>
</tr>
</tbody>
</table>

2017 campground revenue was $47,725

#### 2018 Cross Country Ski Revenue

<table>
<thead>
<tr>
<th>Activity</th>
<th>Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ski Rental</td>
<td>$10,047</td>
</tr>
<tr>
<td>Ski Passes</td>
<td>$19,145</td>
</tr>
<tr>
<td>Snowshoe Rental</td>
<td>$920</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$30,112</strong></td>
</tr>
</tbody>
</table>

2017 total revenue from cross country skiing was $3,806
<table>
<thead>
<tr>
<th>Activity</th>
<th>2016 Revenue</th>
<th>2017 Revenue</th>
<th>2018 Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boat Rental</td>
<td>$5,746</td>
<td>$3,919</td>
<td>$5,573</td>
</tr>
<tr>
<td>Group Camp</td>
<td>$1,228</td>
<td>$1,481</td>
<td>$1,736</td>
</tr>
<tr>
<td>Lakeside Shelter</td>
<td>$2,800</td>
<td>$3,920</td>
<td>$5,751</td>
</tr>
</tbody>
</table>
Administration and Planning
PARKS COMMISSION AGENDA ITEM: 8.a Parks Improvement Program Update

MEETING DATE: January 2, 2019

PREPARED BY: Patricia Freeman

REQUESTED ACTION: Discuss and Provide Feedback

The purpose of this agenda item is to 1) Outline the preliminary proposed projects for the 2020 – 2024 for PAC feedback and discussion and 2) Review the approved 2019 – 2023 Parks Improvement Program; and 2)

BACKGROUND/DISCUSSION:
The Scott County Board of Commissioners adopts a long-range investment program for each of the following service areas: Transportation, Fleet, Facilities, Info Technology, and Parks and Trails. These programs make up the County’s Capital Investment Program (CIP). The Parks Improvement Program identifies acquisition, development, redevelopment, and infrastructure maintenance projects for the county’s parks and trails system, as well as funding sources for these projects.

Preliminary Proposed Projects for 2020 – 2024 Parks Improvement Program
Staff requests Park Commission feedback and questions on these preliminary PIP project proposals.

1. Outdoor Recreation Programs Van with Towing Capacity - $30,000
   - Ford Transit 12 Passenger Van with Towing Capacity for dedicated use in Scott County
   - See attached draft write up for Justification and Further Information
2. Fencing – Maintenance Compound – Cedar Lake Farm - $26,000
   - Install a new fence around the Cedar Lake Farm Maintenance Facility that would be approximately 1,050 feet long, 6 feet high, galvanized or black chain link with two sliding gates.
   - See attached draft write up for Justification and Further Information
3. Windmill – Cedar Lake Farm - $10,000 to $15,000
   - Refurbish and reinstall the windmill at a new location (TBD) and add lighting
   - Add $5,000 if the we add a well house (and add well house with in house labor)
   - See attached draft write up for Justification and Further Information
4. Shade Shelter – Cedar Lake Farm – Beach $xxxx (Estimated cost being confirmed)
   - Install two commercial umbrellas at Cedar Lake Farm Beach
   - See attached draft write up for Justification and Further Information
5. Shade Shelter – Cleary Lake – Dog Off Leash Area $xxxx (Estimated cost being confirmed)
- Install two commercial umbrellas at Cleary Lake Off Leash Area
- See attached draft write up for Justification and Further Information

6. Shade Shelter – Spring Lake – Dog Off Leash Area $xxxx (Estimated cost being confirmed)
- Install two commercial umbrellas at Cedar Lake Farm Beach
- See attached draft write up for Justification and Further Information

Staff is still pulling together costs and preparing the submittal sheets for these projects. Further information will be provided at the PAC meeting:

7. Sanitary Dump Station – Cleary Lake – Camp Ground - $xxx (Estimated cost being prepared)
8. Concrete Vault Latrine – Cleary Lake – Camp Ground - $xxx (Estimated cost being prepared)
9. Potable Well – Cleary Lake – Dog Off Leash Area - $xxx (Estimated cost being prepared)
10. Automatic Gate – Cleary Lake – South Entrance - $xxx(Est cost being prepared)
11. Automatic Gate – MRPR – Horse Group Camp/Horse Trail Lot - $xxx(Est cost being prepared)
12. Automatic Gate – MHPR – Main Trailhead Parking Lot - $xxx(Est cost being prepared)
13. Park Service – Electric Patrol UTV
14. Equipment – Spring Lake – Lakefront Development
   - Staff is reviewing potential maintenance and equipment needs that may come with the planned expansion of service at Spring Lake.
   - Further information will be prepared over the coming months and will be shared with the PAC

2019 – 2023 Approved Parks Improvement Program Projects
The following projects have been approved in the 2019-2023 Parks Improvement Program. Staff will provide a brief overview at the meeting.

2019
- Cleary Lake trails pavement maintenance (microsurfacing)
- Pre-fabricated concrete vault latrine at Cleary Lake installed to service campers and trail visitors
- Design for the Cleary Lake Maintenance Shop kicked off in December, 2018
- Blakeley Bluffs Ravine Stabilization Phase 1 project kicked off early (September 2018). This collaborative project with the Scott SWCD and Scott WMO will result in a report that makes recommendations on any response needed to address erosion. This may prompt a grant application for Clear Water Funding to implement stabilization projects.
- Blakeley Acquisition - The PIP has acquisition planned in 2019. An acquisition project had been planned to be completed in 2018. The negotiations were close to complete when the project was put on hold at the request of the land owners. This same acquisition is still on hold. With two other land owners interested in working with the County to sell their properties, staff is preparing information to bring back for PAC feedback on acquisition priorities in the coming weeks.

2020
- The bidding process for the Cleary Maintenance Shop will occur in 2020 along with the construction kick off
• Implementation of projects to address ravine erosion in Blakeley Bluff Park Reserve
• Pavement maintenance in Murphy-Hanrehan main trailhead
• Public process and site design for Spring Lake Regional Park – Lakefront Development

2021
• Construction of Cleary Lake Maintenance Shop
• Cleary Lake entrance road and parking lot pavement maintenance
• Spring Lake Regional Park trails pavement maintenance
• Spring Lake Lakefront development – project bidding and construction

2022
• Cedar Lake Farm trails pavement maintenance; small section of Cleary trails pavement maintenance
• Murphy-Hanrehan board walk replacement
• Spring Lake Lakefront development – construction

2023
• Cleary Lake Regional Park – Design work for a section of trail reconstruction scheduled in 2024

Projects of Significance/Interest not in the Parks Improvement Program
• 2019 – Bridge installation in Memorial Park. City of Shakopee reports making progress in identifying needed funding, anticipates 2019 construction.
• 2019 – Connection from Stemmer Ridge Road into Spring Lake Regional Park. As a part of the Shakopee Mdewankanton’s Annual Road and Trail grant program, they are constructing an access from Stemmer Ridge Road into Spring Lake.

Attached:
-Preliminary Project Submittal Forms for Projects 1 - 6
Submitted By: Justin Markeson – on December 20 2018

**Project Title:** Fencing - Maintenance Compound – Cedar Lake Farm

**Project Description:**

Please describe fencing type, height, length, etc...

Install a new fence around the Cedar Lake Farm Maintenance Facility that would be approximately 1,050 feet long, 6 feet high, galvanized or black chain link with two sliding gates.

**Project Justification:**

Please justify...

- For more security and protection around the Maintenance shop compound at Cedar Lake. The open area makes us an easy target to theft and vandalism.
- For more safety – Kids and some adults are attracted to our equipment and wonder in the work area to climb on and explore which leads to dangerous situations.
- For more notification to the public that we do not allow them to dump their trash, yard waste and other debris on the park property. Our piles can be an attractive place for people to get rid of their mess.

**Project Cost:**

Providing a cost estimate is not required, but if you have a decent ballpark figure, write it in here, and tell us where you got that estimate.

I am waiting in a final Budget Quote.

A verbal estimate of $17-20 dollars per liner foot was given. $17 for galvanized materials and $20 for black coated materials.

At 1,050 feet x $20 = $21,000 for the fence. Add $3,000 – 5,000 for the gates.

Possible looking at $26k.
Submitted By:  Doug Berens

Project Title:  Install Windmill – Cedar Lake Farm

Project Description:

Refurbish and reinstall the windmill at a new location (tbd) and add lighting.

Project Justification:

The windmill (original to Cedar Lake Farm) was taken down during phase I construction as it was in the area where the maintenance compound is now located. Windmills were a significant part of near every farmstead back in the day and as such, should be retained on site as part of the farm theme, and to preserve a piece of history of the property, where it could be an educational component and, depending on location could become an icon for the park as well as the surrounding area.

At the time of Phase I development, the new location of the windmill was adjacent to the parking lot and the main trail leading into the picnic area. This location would not be typical to an old farmstead due to all the mature trees nearby that would block the wind. Additionally, the visual of the windmill would be a little lost in the backdrop of the trees at this location. It is suggested to consider relocating the windmill closer to the barn where it would be on a hill, out in the open, and closer to its original location. This location would not only make it highly visible from a large portion of the picnic area, but to passersby as well.

Project Cost:
Providing a cost estimate is not required, but if you have a decent ballpark figure, write it in here, and tell us where you got that estimate.

$10-15k. This cost is based on the alternate bids received as part of phase I development ($17,600 - $27,365), which included constructing a new well house under the windmill. The current proposed project does not include constructing a well house (add $5k if done in-house). The estimated cost assumes available nearby electricity for the lighting. Cost could increase if electricity is not readily available at new location.
Submitted By: Justin Markeson

Project Title: Shade Shelters – Cedar Lake – Beach

Project Description:
Install Two Commercial Umbrellas from the Minnesota Company Canvas Craft at the Cedar Lake Beach
They can be almost any size we want but we are proposing them to be 20’ in diameter and approximately 8’ high on the low end. Made of steel framing and industrial Fabric canopy. Pics at: http://www.canvascraftinc.com/

Project Justification:
The most common feedback received from users of the Cedar Lake Beach is a request for shade.
This project would provide an enhancement for a popular activity and help improve customer service. Some shade areas would provide a new feature to promote and possibly attract new users.

Project Cost:
Providing a cost estimate is not required, but if you have a decent ballpark figure, write it in here, and tell us where you got that estimate.
Recent shelters of this size (or Funbrellas) cost $xxxxxx
Waiting on a budget quote from the contractor for the Umbrella.
Project Title: Shade Shelter – Cleary Lake – Off Leash Dog Area

Project Description:
Install Two Commercial Umbrellas from the Minnesota Company Canvas Craft at the Cleary Lake Regional Dog Park.

They can be almost any size we want but we are proposing them to be 20’ in diameter and approximately 8’ high on the low end. Made of steel framing and industrial Fabric canopy. Pics at: http://www.canvascraftinc.com/

The project could include two concrete pads. 30’ x 30’ (with umbrella in the center)

(Interested in discussing the merits of adding Picnic Tables and a Grill in off leash areas as a part of this request.)

Project Justification:
The most common feedback received from users of the Cleary Lake Regional Park dog off leash area is a request for shade and seating.

This project would provide an enhancement for a popular activity and help improve customer service. Some shade areas would provide a new feature to promote and possibly attract new users.

Two shade shelters that would be placed out into the park would get groups to move away from the entry gate and help with dog conflicts as users enter and leave the park.

Project Cost:
Providing a cost estimate is not required, but if you have a decent ballpark figure, write it in here, and tell us where you got that estimate.

Waiting on a budget quote from the contractor for the Umbrella.

Concrete Estimate: $6.00 per sq. ft. 30’ x 30’ - 900sqft = $5,400
Submitted By: Ann Schinas

Project Title: Passenger van with towing capacity – Outdoor Recreation School

Project Description:
12 passenger van with hitch for towing
- For towing kayak trailer, archery trailer, and canoe trailer
- Transporting campers for Extreme Fish Camp to different lakes for fishing
- Minimum need – useful as “truck” to moving equipment

Project Justification:
- Currently the only towing vehicle at Cleary is an auctioned maintenance truck. ORS does not have exclusive use of this vehicle so towing trailers can be challenging. Having an ORS dedicated towing vehicle would make our work group much more efficient and effective.
- ORS has a new kayak trailer that will be stationed at Cleary starting in Spring 2019. This kayak trailer is intended to allow ORS to do more kayak programs at different lakes in Scott County in addition to supplementing the kayaks that currently exist at Cleary and Cedar Lake Farm parks. This will allow us to serve more participants.
- Having a vehicle to tow directly from Cleary would save significant time, staffing costs, fuel use and carbon emissions. Staff currently have often had to drive their personal vehicle to and from French Park in Plymouth (60 miles round trip) where the towing vehicles for ORS are kept. We pay staff mileage when using their personal vehicle for such an errand in addition to paying additional staffing costs for travel time.
- ORS would be able to expand our Extreme fishing programs in Scott County (in 2018 we offered only one Extreme Fish Camp. Demand is high)
- ORS could more easily accommodate requests for offsite programs within the county
- Current trailer storage and program operations require a towing vehicle to move the archery trailer within the park for programs. This routine task often conflicts with offsite programs that requires a vehicle for program use.
- Other work groups would be able to use the 12-passenger vehicle when it is not being used by ORS – PAC tours, TRU classes, meetings etc.

Project Cost:
Project Title: Shade Shelter – Spring Lake – Off Leash Dog Area

Project Description:

Install Two Commercial Umbrellas from the Minnesota Company Canvas Craft at the Spring Lake Regional Park Dog Park.

They can be almost any size we want but we are proposing them to be 20’ in diameter and approximately 8’ high on the low end. Made of steel framing and industrial Fabric canopy. Pics at: http://www.canvascraftinc.com/

The project could include two concrete pads. 30’ x 30’ (with umbrella in the center)

Project Justification:

The most common feedback received from users of the Spring Lake Regional Park dog off leash area is a request for shade and seating.

This project would provide an enhancement for a popular activity and help improve customer service. Some shade areas would provide a new feature to promote and possibly attract new users.

Two shade shelters that would be placed out into the park would get groups to move away from the entry gate and help with dog conflicts as users enter and leave the park.

Project Cost:

Providing a cost estimate is not required, but if you have a decent ballpark figure, write it in here, and tell us where you got that estimate.

Recent shelters of this size (or Funbrellas) cost $xxxxxx (Contact Design office?).

Waiting on a budget quote from the contractor for the Umbrella.

Concrete Estimate: $6.00 per sq. ft. 30’ x 30’ - 900sqft = $5,400
$30,000 for a Ford Transit, 12 passenger van capable of towing. Cost estimate per Doug Berens, Director of Maintenance.
Informal Items / Other
PARKS COMMISSION AGENDA ITEM: 9.a. YMCA Camp Kici Yapi

MEETING DATE: January 2, 2019

PREPARED BY: Patty Freeman and Nathan Moe

REQUESTED ACTION: Information

The purpose of this item is to provide information and offer an opportunity for PAC discussion and feedback.

Background:
There are 10 YMCA day camps that serve the Twin Cities Metropolitan area, with two serving the Southwest Metro - Camp Kici Yapi in Prior Lake, and Camp Streefland in Lakeville. For some time, the YMCA has been searching for a new location for Camp Kici Yapi, which has not been able to meet demand and struggles to provide all the programming and amenities that they would like to offer – particularly swimming. The YMCA has been searching for a number of years for a new site that offers the land and water resources needed and have settled on a location in New Market Township. They are working through the County’s development review process to obtain a conditional use permit.

YMCA representatives have reviewed preliminary concepts for the new camp with the County’s Development Review Team and have held public meetings in New Market Township. The County anticipates the YMCA will submit a Development Application for the facility by December 31, 2018. The YMCA is targeting initial development in the summer of 2019 with the intent of opening its doors to summer camps in 2020.

Three Rivers Park District as well as the Three Rivers-Scott County parks team partners with the YMCA and its day camps in a number of ways. At Gale Woods Farm, the YMCA partners with Three Rivers to offer farm related programming, busing kids from around the Metropolitan area to Gale Woods Farm. The Three Rivers-Scott County outdoor recreation team partners with Camp Streefland in Lakeville, bringing summer campers from Cleary Lake to the YMCA facility for the high ropes course, and in the reverse, day campers at Streefland are brought to Cleary Lake for a variety of activities.

Staff anticipates opportunity to expand partnership with the YMCA in Scott County with the relocation and expanded programming at Camp Yici Yapi.

Proposed Site:
The proposed 221.8 acre site is located north of Elko-New Market at 8535 230st St. E, New Market Township in District 2. The location has good access to 35W. The site will be accessed primarily along CR 62/240th. It is zoned for rural residential. A conditional use permit would need to be approved for this use. The property includes pasture, woods, wetlands, and water bodies including some MnDNR protected water.
Proposed Amenities:

Phase I
- Welcome area and Entry – Accommodates parking and bus access for drop-off and pick-up
- Amphitheater and Singing Hill, Pool and Splash Pad, Preschool Play Area
- Horse riding rings, pasture, and complimentary facilities
- Vertical Adventures (Climbing wall and ropes course)
- Survival Skills (archery etc.), S.T.E.A.M.
- Swimming and paddling, Big Hill – slide and sledding
- Open play fields
- Staffing facilities

Phase II Preliminary
- Farm to Table, Camping, Expanded Pool program

YMCA Phase 1 Development Timeline (per preliminary concepts)
- Planning and Design – Fall 2018-Spring 2019
- Construction – Spring/Summer 2019
- Opening Party – Labor Day Weekend 2019
- Day Camps open for 2020 season

Approvals Timeline
- Conditional Use Permit Application – Expected to be Submitted by December 31st, 2018
- Township review – January 2019
- Planning Commission – February 2019
- Board approval – March 2019

YMCA Community Outreach and Feedback
The YMCA has held open houses and sent letters to residents in an effort to promote awareness of their plans and hear feedback and answer questions. Resident concerns include increased traffic, noise, loss of property tax revenue as a result of non-profit status of the YMCA, and a drain on County resources (such as Sheriff’s Office).

Preliminary Response from YMCA
The YMCA is looking into the possibility of annually reimbursing the Township for lost tax revenue. They also are considering providing 4 passes to each township household per year to utilize the facilities in an effort to be a direct asset to more members of the community. Noise generation from the day camp is expected to be minimal, primarily including kids singing camp songs. Traffic will increase as a result of the camp with kids arriving primarily in buses (20 per day, will increase over time) and staff arriving in cars. YMCA reached out to Scott County Sheriff Office and local emergency service.

Preliminary County Review
Noise is not anticipated to remain a concern; the amphitheater is for groups of kids singing without amplification. It’s recognized that traffic would increase as result from this project. Traffic and roadway needs (i.e. upgrades) including entrance upgrades will continue to be reviewed as a part of the CUP process.

ATTACHMENTS
- Location Map