



**Scott County**  
**Park Advisory Commission**

**May 6, 2020**

**6:00 PM**

**Online Webex Meeting**

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- B. Enter the event password: YumDYxJ4F35
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# SCOTT COUNTY PARKS ADVISORY COMMISSION FINAL AGENDA

6:00 P.M. – May 6, 2020  
Video Conference

1) Roll Call – Pat Stieg, 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

Additions to agenda following approval of agenda

- Inform public on how to connect to the WebEx meeting
- Approval of March meeting Minutes

4) Recognition of Interested Citizens for Items Not on the Agenda (No action will be taken.)

5) Administration, Planning and Development

a. COVID -19 Update

6) Outreach, Visitor Services, Recreation and Education

a. Rec Pass Plus Program Update - Presentation

7) Informational Items

a. Legislative Update (Verbal)

b. Projects/Other Updates (Verbal)

i) Cleary Maintenance Building Update

ii) Wayfinding Kiosks Update

iii) System Additions Application to Metropolitan Council

iv) Metro Conservation Network

v) Spring Lake Association Presentation

vi) 2021 Budget

c. Advisory Commissioner Reports (Verbal)

8) Upcoming Meetings - Tentative Topics

a. June 3 PAC Meeting

i) Budget

ii) Natural Resources Management – Projects and Partnerships Update

b. June 24 PAC Meeting (in place of July meeting)

c. July 9 Annual joint meeting of the Scott County and Three Rivers Park District Boards

d. August 12 PAC Meeting

9) Adjourn

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## SCOTT COUNTY PARKS ADVISORY COMMISSION MEETING MINUTES March 4, 2020

The Scott County Parks Advisory Commission held their March meeting on March 4, 2020 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 and Natural Resources 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:** Kristin French, Kathy Gerlach, Barb Hedstrom, Jerry Hennen, Eric Spieler, Patrick Stieg, Mark Ewert and Commissioner Jon Ulrich

2) **Pledge of Allegiance**

3) **Approval of Agenda**

**Motion by Commissioner Ewert; second by Commissioner Hennen to approve the agenda as amended. The motion carried unanimously.**

4) **Approve meeting minutes for February 5, 2020**

Commissioner Barb Hedstrom noted a typo error on page (5) under "Outdoor Recreation and Education Team". Notes should read:

- Free Play Snow Day
  - Cleary Lake – Free "Ski" Lessons

**Motion by Commissioner Spieler; second by Commissioner Gerlach to approve the 02/05/20 meeting minutes as amended. The motion carried unanimously.**

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

No Citizen Comment

6) **Informational Items**

- a. Advisory Commissioner Reports

*Commissioner Spieler commented on the Free Play Snow Day, event held at Cleary Lake on February 29<sup>th</sup>. The event went well with free ski lessons held at Highland Park.*

*Commissioner Hedstrom attended the Free Play Snow Day event mid-afternoon, noting the trails were very busy and a lot of families were going out with ski equipment.*

*Patty Freeman attended with her son where they enjoyed the fire along with s'mores and noted many people were engaged in snow shoeing.*

Commissioner Spieler inquired if any Commissioners attended the Fat Bike race event held at Cleary Lake on February 16<sup>th</sup>. No commissioners were able to attend, but it was noted it was a nice day for the event with approximately (40-50) people participating.

Commissioner Spieler advised citizens were removing "No Walking" signs from Murphy Henrehan Ski Trails

Commissioner Stieg commented on the Parks and Trails Legacy Advisory Meeting presentation by the Met Council. The presentation featured a research focus group with Twin Cities Youth in relation to what they need and want related to more Park visitations. It is their goal to conduct (20) presentations in the year 2020. Commissioner Stieg mentioned the possibility of having the group present at an upcoming Parks Advisory Commission Meeting.

b. Upcoming Events

Highlighted Winter Events and Programs / Volunteer Opportunities

(1) Free Play Snow Day; February 29

**9) Upcoming Meetings**

a. April 1, 2020 – Rec Pass Plus Update; Final Kiosk Design

b. May 6, 2020 - Budget

**10) Adjourn**

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

- The meeting concluded at 6:15 pm followed by a Workshop Session

# Workshop Session

The purpose of the workshop is to seek inspiration for names regarding the renaming of Scott West Regional Trail.

In an effort to rename the Scott West Regional Trail several guest speakers provided presentations highlighting natural, cultural, historical, and geological features of Scott County, focusing on three distinct areas of the county; the northern 1/3, the central 1/3 and the southern 1/3.

## Guest Speakers

Jesse Krzenski, Scott County Environmental Services

### Geology of Scott County

- Paleozoic Era (-500 MYA)
- 2 MYA
- 20KYA Superior Lobe
- 14KYA Des Moines Lobe
- 10KYA Lake Agassiz
- Glacial Sediment Coverage
- Surficial Geology
- Continental Glacier
- Trail Layout
- Southern Scott County Geology

Patty Freeman, Scott County Parks

- Native Plant Communities and Wildlife
- First US Government Public Land Survey of MN
  - 1847 to 1907
  - Grid survey to support the sale of land
  - Deputy surveyor, chainmen, axemen and a compassman
  - Corner marking (wooden posts, bearing trees)
  - Physical geography
  - Field notes
  - Bearing tree information
  - Locally – paint a picture of landscape on fringes of European settlement
  - Francis J. Marschner
  - Between 1929 – 1931
  - Reviewed every note and interpreted it into a map describing the vegetation at time of European settlement
- Ecological Land Classification Today
- Remnant Native Plant Communities
- Wildlife (Northern Scott County)
  - Shortnose Gar
  - Smooth Softshell Turtle
  - Brown Trout
  - Raptors (Bald Eagle, Red-Shouldered Hawk, Barred Owl)
  - Blanding's Turtles
- Wildlife (Southern Scott County)
  - Trumpeter Swans
  - Ducks

- Cerulean Warblers
- Sandhill Crane
- River Otters
- Wild Turkey

Nicole Henderson and Leonard Wabasha; Shakopee Mdewakanton Sioux Community

- Minnesota (Mni Sota)
- Cante Waste Nape Ceyuzapi
  - Handshake and a good heart
  - Common Dakota (Sioux) greeting
  - What is your name
  - Where are you from
- Mitakuye Owasin
- Connection to Place
- The Original Public Land Survey in Scott County, MN (1854-1855)
- Tinta Otunwe (Teen-ta Otunway)
- Tribal Nations and Settler Relations
- Connecting our Future Generations to Tinta Otunwe on the Minnesota River

Rose James and Heather Hoaglund, Scott Historical Society

- Scott County 2040 Comprehensive Plan Update
  - Scott County Regional Park & Trail System
- Highlights of the Northern Third
- Lake Agassiz
- Minnesota River
- Transportation
- River Industries
  - Ice and Milling
- Resorts at Prior Lake
- Dan Patch
- The Great Depression – Transient Relief
- The Great Depression – NYA Camp
- World War II
- Camp Savage
- Highlights of the Middle Third
- Brick and Lime
- Mudbaden
- Albrecht Circus
- Highlights of the Lower Third
- Farming and Dairy
- Bohemian Triangle





## **Administration and Planning**

**PARKS COMMISSION AGENDA ITEM:** 5.a. COVID 19 – Update

**MEETING DATE:** May 6, 2020

**PREPARED BY:** Patty Freeman

**REQUESTED ACTION:** Informational for feedback and questions.

The purpose of this agenda item is to provide an update regarding the status of the Scott – Three Rivers partnership parks (Partnership parks) and the core partnership team in relation to the Covid-19 pandemic, and to highlight sources of information PAC members and the public may utilize for updated information regarding facility and program openings and closures in the partnership parks as well as the rest of the Three Rivers system. The Park Commission is asked to consider this information and to provide feedback and questions.

#### **Where to Find the Most Up to Date Information**

Updates on facilities and program availability and closures related to Covid-19 are posted on the Three Rivers Park District website (<https://www.threeriversparks.org/covid19>). Announcements on status changes and reminders of social distancing are posted on Three River and Scott County social media platforms and via emails to Park District customers.

#### **Status of Parks, Facilities and Programs (as of April 30, 2020)**

Facility and program status decisions are being made according Governor Walz’s executive orders covering the pandemic, with Emergency Executive Order 20-38 Allowing for Safe Outdoor Recreation, providing the most detailed guidance. The Park District staff leadership team, which Patty Freeman is a part of, meets daily regarding Covid-19. During these meetings information from a variety of sources is reviewed and forms the basis for operational decisions being made. Directors and lead staff from all ten regional park agencies are meeting weekly to share information.

#### **Currently Open in Scott County:**

- All regional parks and regional trails for self-guided activities
- Cleary Lake golf course and driving range
- Portable restrooms are available (as bathroom facilities are closed)

#### **Currently Closed in Scott County:**

- All buildings
- Play area
- Campgrounds and group camps
- Beaches
- All programs, events and facility reservations are cancelled through May 21.

Other areas, including single track (mountain biking) trails and horse trails, may be closed due to spring conditions.

## **Staffing**

The team housed at the County Government Center, Nathan Moe, Alysa Delgado and Patty Freeman, are working primarily remotely.

Similar to Scott County, the Park District has a hiring freeze in place, which means the seasonal staff typically brought on board this time of year to assist with opening and maintaining facilities have not been hired. Full time staff are being redirected to help fill in gaps. This week, Nathan and Alysa have started assisting the maintenance team with golf course prep and maintenance and other duties, to help fill in gaps made due to not having seasonal staffing. Several visitor services staff from Hyland Park Reserve are assisting the visitor services team at Cleary Golf Course. Further full-time staff from across the Park District will be helping to plug gaps in the maintenance area. All leadership team members are all helping by stopping by park locations, walking/biking trails, checking parking lots, walking building perimeters, etc.

## **Budget**

The Park District and Scott County are in communication regarding budgetary impacts. Both organizations have put in place measures to limit spending, such as the seasonal hiring freeze, redirecting budgeted full time and part time staff, freezing non-mandatory training budgets, etc. We will continue to communicate with and share information to support needed decision making.

## **Operational Updates**

### **Visitor Services**

#### Golf Operation

Steps taken on the golf course during pandemic:

- Increased minutes between tee-times to prevent backup and keep people spread out.
- Require a tee-time, no walk-ons. Helps control spacing
- Worked with IT for contactless transactions via credit card only at window. No signature, receipts, etc. Completely touch free.
- Removed rakes in bunkers
- Edited cups on greens so golfer can retrieve ball without reaching into cup or removing flag
- Walking only, cart rental for medical purposes only. If cart is needed, sanitized between every use.
- Building closed, all transactions through golf window with sneeze guard protecting staff.
- Lots of extra signage directing flow, cones and ropes to help keep people spaced out in line.

Steps on driving range:

- Contactless credit card transactions only
- Tokens get sanitized after every use
- Sanitize station set-up in garage, every bucket is sanitized between every use
- Separate bucket return station to ensure used buckets don't get mixed in with clean buckets

- Range balls go through ball washer between every use
- Range spaces widened to ensure at least 6ft. of space between stalls
- Range ball hopper hold over 10,000 balls and we got through a full bin every day

#### Park Service Team/Public Safety:

- Park visitation is way up, but people are generally abiding by park ordinances.
- Recently received \$4,200 in restitution for some turf/mudding damage done at Murphy this fall that were caught by Public Safety staff
- Other park staff have assisted in helping patrol/park presence during the uptick of attendance at parks

#### **Maintenance**

- An update on the maintenance team and operations will be provided during the meeting.

#### **Recreation and Outdoor Education**

- Maple syrup season was cut short due to COVID-19 but we still managed to teach 30 scouts, visit the anchor center for a presentation and collect 80 gallons of sap and deliver to the SMSC for processing
- ORS staff are producing digital outdoor recreation lessons, activities, tips, etc. that is shared on Park District [Facebook](#) and Instagram accounts daily. These are shared with County social media.
- PAC commissioners are welcome to “like” or engage with our posts on Facebook or Instagram, their engagement with these daily videos will further help connect county residents to the parks and outdoor recreation.
- Preparing mid-range planning for recreation in Scott County. Interviewing Parks Advisory Commissioners Stieg and Hedstrom and various staff.

#### **Administration, Natural Resources and Planning Team**

- Completed RFP for fabrication of kiosks and currently negotiating contract.
- Preparing a technical memo on Holmes Street bicycle blvd. for City of Shakopee
- Preparing regional park system addition applications to Met Council, trail from CLF to New Prague and trail in Savage.
- Finished the 2020 farmland RFP's and entering into contracts with farmers
- Working with County attorney and leadership on county joining the SMSC's mutual aid agreement for prescribe fires.
- Outreach to partners regarding future Lakefront development – Spring Lake Association and Prior Lake Spring Lake Watershed District
- Participating in regional park implementing agency virtual meetings, discussions with Met Council staff and others to stay apprised of anticipated budgetary impacts from the state.
- Data collection and analysis to support future Cleary Master Plan process.
- Reviewing and talking with partners regarding virtual engagement ideas and what folks have done successfully.
- Helping to monitor park and trail facilities.
- Supporting positive/different messaging - Poetry in the Parks

**PARKS COMMISSION AGENDA ITEM:** 6.a. TRPD Rec Pass Plus Update

**MEETING DATE:** May 6, 2020

**PREPARED BY:** Alysa Delgado

**REQUESTED ACTION:** Discussion and Feedback

The goal of this memo is to update the Parks Advisory Commission members on changes to the Recreation (Rec) Pass Plus Program that was introduced at the October 2019 PAC meeting. Staff is asking for a recommendation on how to proceed with building relationships with relevant community organizations to promote this program effectively.

### **Background**

In October of 2019, staff informed the Parks Advisory Commission about a fee assistance program implemented by Three Rivers Park District called Recreation (Rec) Pass Plus. This program aims at ensuring that everyone has the opportunity to play, explore, and discover all that nature has to offer, regardless of economic status.

The Rec Pass Plus program is consistent with county policy and strategic initiatives around greater access to parks and outdoor activities. The Parks Advisory Commission has identified cost and fee barriers as an issue to address for several years. The need to address economic barriers by improving general awareness and ease of use of cost-offsetting programs is a strategy listed in the parks chapter of Scott County's 2040 Comprehensive plan. The Rec Pass Plus program also supports the County Board's approved 2020-2022 objectives and strategies to support community safety and wellbeing by promoting and expanding services that help residents lead healthy, active lives.

On January 7, 2020, the Rec Pass Plus was brought to the Scott County Board in a workshop setting. There, the board asked staff to provide an update at the end of the year of Scott County's participation for evaluation. The new cycle for Rec Pass Plus begins May 1, 2020, after which Scott County residents will be able to participate by signing up through Three Rivers Park District.

As a reminder, the guiding goals of the Rec Pass Plus program (beyond addressing economic barriers) are:

1. Be easy for both the public to acquire and use
2. Remove any and all associated stigma
3. Add choice for users
4. Be a better/real benefit for users
5. Be easy for staff to use

After one year of operation with Hennepin County residents, TRPD was pleased with the participation rates in the program as nearly 450 households (~1600 individuals) signed up.

Of the passes offered, the most popular passes were:

- Swim Pond (48%)
- Cross Country Ski (24%)

For the 2020-2021 year, TRPD adjusted the Rec Pass Plus structure to reflect lessons learned in the previous year. These changes are intended to: make the program easier to use for residents and staff, further promote a no stigma approach for Rec Pass Plus holders and allow for a smoother sign-up transition between program years.

### **Activity Pass Selection**

Previously, residents were allowed to select 2 passes of interest. Now, the following four passes will be automatically included for anyone who qualifies for a Rec Pass Plus:

- Cross-country skiing
- Swim Ponds
- Disc-Golf
- Dog Off-leash Parks

These options correspond with the most used and requested activity passes amongst the Rec Pass Plus program participants in the previous year.

### **Equipment Rental Sticker**

Previously, the Rec Pass Plus passes looked identical to other Recreation Passes besides a silver and black “Free Equipment Rental” sticker on the front to reduce stigma. This sticker will now be changing to a silver and black “+” in order to further reduce stigma and to promote the idea that this card offers “added” benefits than a regular Recreation Pass (equipment rental AND programming discounts).

### **Sign-up Transition**

Every year, residents need to reapply to the Rec Pass Plus program in order to indicate their active participation in a qualifying program. However, since the program resets each year in May, there was an awkward marketing gap between January 1 and April 31. It was hard to market the program and recruit new sign-ups since people would soon have to reapply. Now, any resident that applies after January first will automatically be enrolled for the next year of the Rec Pass Plus.

Examples:

- If someone were to apply for the program on January 15, 2021, they would be enrolled from January 15, 2021 – April 31, 2022.
- If someone were to enroll on August 15, 2020, they would be enrolled until April 31, 2021 and would need to reapply for the 2022-2023 year.

### **Next Steps**

The next step for Scott County’s involvement in the Rec Pass Plus program is to encourage residents who qualify for the specified assistance programs to apply. To do this, contact information of important community resources has been forwarded to the TRPD marketing team for distribution of updated informational flyers. As well, flyers will be given to SC-TRPD staff for personalized drop-off. The combination of methods will help reach both a wide array of community hubs, but also help promote relationships between SC Parks & Trails and Community Resources. SC Public Health is also currently aware of this program and is willing to help participate in information distribution. This marketing strategy is consistent with TRPD’s methodology last year. Staff hopes to also attend local events when time and resources allow.

Staff is looking for a recommendation on how best to approach certain organizations at this time, particularly in light of the Covid-19 pandemic. Staff understands that this is a trying time and certain organizations may not have capacity at the moment to promote a new initiative, while others might be craving an opportunity to get something new to their participants.

Examples of organizations we hope to connect with regarding Rec Pass Plus:

Anchor Center – Adult Mental Health

Mental Health Center @ Government Center – Adult and Children’s Mental Health

Community Action Partnership (CAP) Agency- Scott, Carver, and Dakota Counties

Families & Individuals Sharing Hope (FISH)

Scott County Libraries

Shakopee Diversity Alliance



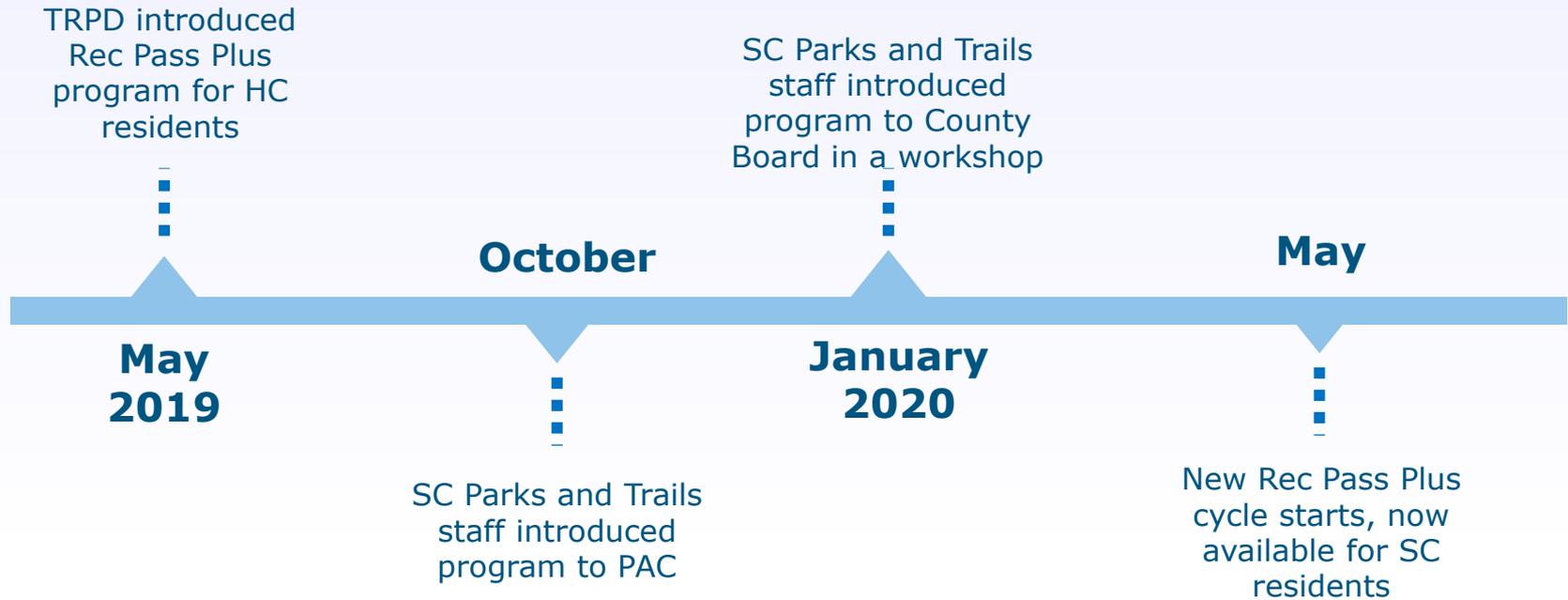
in partnership with



# 6.a. Recreation (Rec) Pass Plus update

Parks Advisory Commission Meeting  
May 6, 2020

# 6.a. Rec Pass Plus Update



# 6.a. Rec Pass Plus Update

As a reminder, the guiding goals of the Rec Pass Plus program beyond addressing economic barriers include:

1. Be easy for both the public to acquire and use
2. Remove any and all associated stigma
3. Add choice for users
4. Be a better/real benefit for users
5. Be easy for staff to use

# 6.a. Rec Pass Plus Update

## Activity Pass Selection

The following four passes will be included for anyone who qualifies for a Rec Pass Plus:

Cross-Country Ski



Disc Golf



Dog Off-Leash Area



Swim Ponds



# 6.a. Rec Pass Plus Update

## Equipment Rental Sticker

Previously, the Rec Pass Plus passes looked identical to other Recreation Passes besides a silver and black “Free Equipment Rental” sticker on the front to reduce stigma. This sticker will now be changing to a silver and black “+” in order to further reduce stigma and indicate that this plus has additional benefits in comparison to the other Recreation Passes.



(artistic depiction)

# 6.a. Rec Pass Plus Update

## Sign-up Transition

Any resident that applies after January first will automatically be enrolled for the next year of the Rec Pass Plus.

Examples:

- If someone were to apply for the program on January 15, 2021, they would be enrolled from January 15, 2021 – April 31, 2022.
- If someone were to enroll on August 15, 2020, they would be enrolled until April 31, 2021 and would need to reapply for the 2022-2023 year.

# 6.a. Rec Pass Plus Update

(old flyers to be updated)

## Next Steps

- TRPD marketing team for distribution of updated informational flyers
- Flyers will be given to SC-TRPD staff for personalized drop-off
- Events will be attended as time and resources allow



**Recreation Pass Plus**



We believe everyone belongs in the parks — to play, explore, discover and enjoy all that nature has to offer! To make these opportunities available for everyone, Three Rivers offers a variety of options for fee assistance to help when financial limitations occur, including the new Recreation Pass Plus card.

The Recreation Pass Plus card is a one-year pass available for families and individuals who live in Hennepin County. The Recreation Pass Plus card includes:

- free equipment rentals
- two free recreation passes
- discounts on programs and events

Choices for the two free recreation passes include archery, swim ponds, dog off-leash areas, disc golf, boat trailer parking and cross-country skiing. Eligible participants must live in Hennepin County and be enrolled in a designated state or county service program.

**How to Apply**  
Apply online or call 763.559.6700.  
For more information about fee assistance, visit [threeriversparks.org/feeassistance](http://threeriversparks.org/feeassistance) or call 763.559.6700.

**Three Rivers**  
PARK DISTRICT

ThreeRiversParks.org



**Free to Enter**  
**Full of Adventure**



At Three Rivers, adventure doesn't have to cost a thing. All parks are free to enter and offer a variety of activities and programs at no cost.

- Hiking and biking trails
- Picnic areas
- Play areas
- Swimming beaches
- Free Family Fun Days
- Free nature programs
- And much more!

**Free Parking**  
Parking at Three Rivers parks and trails is free for personal vehicles. If you are coming with a group by bus or passenger van, reservations are required and may include fees.

For more information, visit [threeriversparks.org/freadventure](http://threeriversparks.org/freadventure) or call 763.559.6700.

**Three Rivers**  
PARK DISTRICT

ThreeRiversParks.org

## 6.a. Rec Pass Plus Update

### **Recommendation for proceeding with the following groups:**

- Anchor Center – Adult Mental Health
- Mental Health Center @ Government Center – Adult and Children’s Mental Health
- Community Action Partnership (CAP) Agency- Scott, Carver, and Dakota Counties
- Families & Individuals Sharing Hope (FISH)
- Scott County Libraries
- Shakopee Diversity Alliance



## **Informal Items / Other**