Scott County
Park Advisory Commission
October 2, 2019
5:00 PM

The Landing
(West Entrance)
Intersection of County Rd 101
and Shenandoah Drive
Shakopee, MN
SCOTT COUNTY PARKS ADVISORY COMMISSION
PRELIMINARY AGENDA

5:00 P.M. – October 2, 2019
*****Note Meeting Time and Location Change*****
The Landing - West Entrance
Intersection of County Road 101 and Shenandoah Drive, Shakopee

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

4) Approve meeting minutes for September 4, 2019

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

6) Administration, Planning and Development
   a. The Landing Update and Tour (5:15 to 6:30 PM)

7) Outreach, Visitor Services, Recreation and Education
   a. Recreation Pass Plus (6:30 to 6:45 PM)
   b. Outdoor Recreation Review – Winter, Spring, Summer 2019 (6:45 to 7:30 PM)

8) Informational Items (7:30 PM - 7:45 PM)
   a. Projects/Other Update (Verbal)
      i) Operations Budget Update
   b. Upcoming Events, Programs, Camps (Verbal)
      i) Recreation and Education Opportunities
   c. Advisory Commissioner Reports (Verbal)

9) Upcoming Meetings - Tentative (7:45PM to 7:50 PM)
   a. November 6
      i) Scott County – 2018 TRPD Resident and Park Visitor Survey Presentation on Results
      ii) 2020 Budget Update
   b. December 4
      i) Year in Review
      ii) 2020-2022 Work Plan
      iii) Operational analysis for future developments

10) Adjourn
SCOTT COUNTY PARKS ADVISORY COMMISSION
MEETING MINUTES
September 4, 2019

The Scott County Parks Advisory Commission held their September meeting on September 4, 2019 at the Cleary Lake Maintenance Facility, 6246 190th Street East, Prior Lake, MN 55372. 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 6:07 PM and proceeded with roll call.
   Members present: Kristin French, Kathy Gerlach, Barb Hedstrom, Eric Spieler, Patrick Stieg, Mark Ewert and Commissioner Jon Ulrich

Member Absent: Jerry Hennen
Three Rivers Park District Staff Guests Present: Justin Markeson and Nate Hurliman

2) Pledge of Allegiance – (no flag available at off-site meeting, omitted the Pledge of Allegiance)

3) Approval of Agenda

   Motion by Commissioner Ewert; second by Commissioner French to approve the agenda. The motion carried unanimously.

4) Approve meeting minutes for July 24, 2019

   Motion by Commissioner Spieler; second by Commissioner Hedstrom to approve the 07/24/19 meeting minutes as written. The motion carried unanimously.

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

6) Tour of Cleary Lake Maintenance Shop

   Commissioners and staff enjoyed a tour of the Cleary Lake Maintenance Shop, directed by Justin Markeson, Three Rivers Park District Maintenance Supervisor.
   - Current maintenance shop office (house) is scheduled for demo on September 16th
   - (2) shop buildings provide storage and cover for maintenance vehicles
   - (1) maintenance milk shop building provides inside room for maintenance work
7) **Administration, Planning and Development**
   a. Proposed Dog Policy Change

   - The Park District has updated the Dog Policy; expanding areas where people with dogs may now enter:
     - Dogs on leashes are now allowed on all turf trails
     - Dogs on leashes are now allowed in picnic areas.

   - Areas dogs are allowed also include:
     - Paved trails
     - Regional trails
     - Campgrounds and group camps

   - Dogs are prohibited in these areas:
     - Buildings
     - Beaches
     - Play areas
     - Golf and disc golf courses
     - Archery ranges
     - Winter downhill areas
     - Cross-country ski trails
     - Single-track trails
     - Gale Woods Farm, Kingswood Park and Noerenberg Gardens
- **Benefits of policy change**
  - Ability for more canine-friendly opportunities
  - People have been confused where dogs are allowed and where they are not allowed
  - The policy change brings the Park District dog policy closer in alignment to the policy currently implemented in the Scott County owned facilities.
    - Cedar Lake Farm, dogs are allowed on turf trails and in picnic areas
    - Spring Lake Regional Park currently does not have turf trails or formal picnic areas

- **Park Ordinance Change**
  - The current County Park Ordinance allows for pets on leash in designated areas
  - Implementation of the policy within Scott County facilities is in line with the new policy direction taken by Three Rivers
  - A Park Ordinance update is not required
  - Staff believes County Board action is required to authorize the areas designated for pets on leash, as it is believed this step was not taken in the past. Staff will follow up on with the County Board in the coming weeks.

- **Commissioner discussion items included:**
  - Park signage related to dogs
  - Retractable leashes
  - Dog bags at parks
  - Dog educational campaign in 2020
  - Operate under (2) ordinances
    - Three Rivers Ordinance
    - Scott County Ordinance
  - No dogs on ski trails
  - Dogs allowed on horse trails at Murphy
  - Process of policy change

  Park Advisory Commissioners support the policy addition change to allow dogs on leashes on all turf trails and in picnic areas.

8) **Informational Items**
   a. Projects / Other Update
      i) Cleary Maintenance Building Update

- Updates provided on tour

  ii) Equity Grant Applications

- On August 30th, staff submitted applications for (3) grants. Results of grant awards will be provided in January.
  - If awarded grants, funding will be used for
    - Cleary Lake Master Plan Community Engagement
    - Spring Lake Lakefront Development Community Engagement
    - Improvements and Comprehensive Installation of the Brown Sign Program
b. Upcoming Events, Programs, Camps
   i) Recreation and Education Opportunities
      (1) Trailgate – Spring Lake Regional Park; September 28th, 11AM to 3PM
          o Booth interest – (same as last year using dots and engaging with people)
          o Flyers will be printed in the next week or two
      (2) Fall Programs
          o Family Archery at Cedar, The Landing, Cleary Lake
          o Canoe in the Moon at Cleary
          o Trick or Treat

c. Advisory Commissioner Reports

Commissioner Spieler attended the Run Murphy End of Summer 5K Run on July 31st. It was a great turnout with 350 people in attendance.

On behalf of the Parks Commission, Commissioner Hedstrom attended a FISH meeting (a countywide organization) and shared the opportunity where the Metropolitan Council is looking for youth groups to participate in a research project on how they engage.

Commissioner Ullrich commented on FISH (Families and Individuals Sharing Hope); a nonprofit organization which partners’ with service groups, local governments, the faith community, and businesses all partnering together to meet human need.

Commissioner Stieg provided comments on the following topics:
   o Opportunity for Children in Nature – Park Rx
   o Carver County Trail Signage Pilot Program
   o On August 6th the Carver County Board of Commissioners voted to eliminate Park Entry Fees., effective December 1st
   o Lake Marion Regional Trail Route
   o State Fair DNR Legacy Display provided the opportunity for people to vote on how they thought the legacy money should be spent on Parks and Trails to get more people into the parks and trail system
   o Carver County to pilot a program for the Landscape Arboretum to expand their access to people that cannot afford the entrance fee

9) Upcoming Meetings
a. October 2nd
   i) Scott County – 2018 TRPD Resident and Park Visitor Survey Presentation on Results
   ii) 2020 Budget Update
   iii) Recreation Pass Plus

b. November 6
   i) 2020-2022 Work Plan
   ii) Operational analysis for future developments

10) Adjourn

    Motion by Commissioner Ewert; second by Commissioner Gerlach to adjourn the meeting.
The motion carried unanimously.
• The meeting concluded at 8:14 pm

Patrick Stieg, Chair

Date

Beverly Cox-Alexander, Secretary
Administration and Planning
PARKS COMMISSION AGENDA ITEM: 6.a. The Landing Update and Tour

MEETING DATE: October 2, 2019

PREPARED BY: Patricia Freeman

REQUESTED ACTION: Discussion and Feedback

Background:

Three Rivers Park District Associate Superintendent Luke Skinner will introduce the Parks Advisory Commission to changes being discussed for The Landing and we will have a short tour.

Staff from Three Rivers Park District, Scott County, the City of Shakopee and the Shakopee Mdewankanton Sioux Community have begun discussing a new approach to the historical story telling at The Landing and opening up The Landing for more general park usage. The City of Shakopee’s master planning discussions brought the partners together in the last several months and in those discussions mutual interest in several areas were identified. The City of Shakopee’s park master plan envisions long term, a cultural trail and naturalized river corridor from The Landing to the County’s Historic Holmes Street Bridge. Specific to The Landing, some of the goals and considerations being discussed include:

- Communicating a history that is more accurate and comprehensive
- Modernizing the approach to interpretation and historical story telling
- Increasing general use of the site for walking, biking, picnics, engaging with the Minnesota River
- Partnership with the Scott County Historical Society
- Embracing the State Trail and Memorial Park as an opportunity to bring awareness to The Landing

The Parks Advisory Commission is asked to discuss and provide feedback on the proposed new approach and goals being discussed.
PARKS COMMISSION AGENDA ITEM: 7.a. Recreation Pass Plus Program

MEETING DATE: October 2, 2019
PREPARED BY: Alysa Delgado
REQUESTED ACTION: Discussion and Feedback

Background:
In the spring of 2019, the Three Rivers Park District implemented a new program, Recreation (Rec) Pass Plus, for residents of Hennepin County that could be a great amenity to offer to Scott County residents. 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. In July, members of the Scott County Parks team met with members of the creation team for the Rec Pass Plus. During this meeting, the attendees discussed details of the program as well as information regarding the potential for the implementation for Scott County. The following is a summary of the information learned in the discussion:

The Recreation Pass Plus program is an updated version of previous assistance programs for residents of Hennepin County from Three Rivers Park District. The Rec Pass Plus program hopes to target underserved communities, particularly those with household incomes less than $50,000 per year. The previous fee assistance program, known as “Parks for All People” offered passes for swimming and cross country skiing, with discounts on activities such as camping, educational programs and rentals. The Rec Pass Plus has improved the Parks for All People program as it increases the variety of activity passes, offers free equipment rentals, and increases the number of programs that are offered at a discount.

The guiding goals of the new Rec Pass Plus program beyond reaching this audience include to:

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 Three Rivers Staff to use

1. Ease for the Public
This program allows qualified users to sign up either via phone call or online. For proof of qualifications, online users enter their zip code (to prove Hennepin County residence) and check a box for the specific assistance program they use. No other documentation is required to prove receipt of services, as
research indicates that people are honest about the assistance specific programs they are involved in. Each year, users will be sent a notification in April to reapply in May. This timeline and application process is identical to the current Rec Pass program.

2. Ease for Three Rivers Park District Staff
The Rec Pass Plus cards are identical in design to other pass holder cards. This reduces confusion especially amongst seasonal employees with helping users. The only differentiating asset is a sticker on the Rec Pass Plus user’s card that indicates “FREE EQUIPMENT RENTALS” which is clear for staff to understand.

3. Remove Stigma
As the Rec Pass Plus cards are identical to other pass holder cards, this reduces stigma associated with using the pass at Three Rivers Parks.

4. Choice for Users
In previous recreation assistance programs, users were given the choice between certain passes that they could register for. Under Rec Pass Plus, users are given the choice of all rec passes (with the exception of golf and downhill skiing). This allows users to pick recreational activities that they will be more likely to get them out into the parks and use.

5. Better/Real Benefit
The pass includes the following benefits: 2 free recreation passes, free equipment rentals, and a 60% discount on all Three Rivers Park District Programs and Events. With having two free passes and free equipment rentals, this dramatically increases the amount of activities that are now financially accessible to program users.

Budget implications of this program are yet to be known due to the newly implemented nature. However, Three Rivers Park District has indicated that they will be running preliminary budget reports soon after the completed summer season. Potential budget implications include displacement of full-paying customers for programs and equipment rentals and/or an increase in program participation (therefore a reduction of un-filled slots) by new users. Long term benefits include increasing visitors by reaching current non-users that contributes to creating a healthier community and promoting equitable access to outdoor recreation and education. This program has been presented to the Three Rivers Park District Board as an informational item (no action taken). Because of the unknowns, the intent for use in Scott County would be to implement this program as a one year trial, after which we can evaluate its effectiveness, use, and financial impact.

As of the July meeting, there were approximately 500 qualified individuals signed up for the Rec Pass Plus. As of September 13th, there are 1,092 individuals from 288 different families enrolled. Currently, the pass is only available to Hennepin County residents, though the pass is valid at Scott County Regional Parks. The advertising for the program includes one small news release, informational flyers (black and white copies attached) displayed at Three Rivers Parks Locations, and word of mouth. The public facing
information can be seen at www.threeriversparks.org/index.php/page/recreation-pass-plus. Should the pass be implemented in Scott County, there would be a plan created to promote the program effectively to our residents. www.threeriversparks.org/index.php/page/recreation-pass-plus.

meet the recreation pass+ card

Each recreation card includes:
• free equipment rentals
• two free recreation passes
• discounts on programs and events

How it works
• One card is required per person.
• Carry the card with you in the parks to receive free rental equipment and to use your activity passes.
• Use the card to register online for discounts on programs and events.

When does it expire?
• This card is valid from May 1 to April 30 of each year. A reminder email to reapply for the card will be sent one month before it is time to renew. For account questions, please call 763.559.6700.

Lose your card? No problem! Call 763.559.6700 for a replacement.

This is the Three Rivers Rec Pass Plus specific handout.
This is a Three Rivers Handout that includes Rec Pass Plus on Side A and free activities for everyone throughout the park system on side B.

ATTACHED:
- Recreation Pass Plus Fact Sheet for Staff
Recreation Pass Plus
5.28.19

What is Recreation Pass Plus?

The Recreation Pass Plus is a recreation card that offers:
- Two free recreation passes per individual family member
- Free equipment rentals at park locations
- 60% discount on programs and events

Individuals will receive the same card as other Recreation Pass holders, with the exception of a sticker on the front of the card that designates their free equipment rental benefit and identifies them as Recreation Pass Plus holders.

Who Qualifies?

In order to apply, applicants must be a Hennepin County resident and be enrolled in any of the following services:

- Supplemental Security Income (SSI)
- Emergency Medical Assistance (EMA)
- Minnesota Care
- General Assistance (GA)
- Minnesota Family Investment Act (MFIP)
- Medical Assistance (MA)
- Minnesota Supplemental Aid (MSA)
- Hennepin County Emergency Assistance Program (HCEAP)
- Refugee Cash Assistance (RCA)
- Work Benefit (WB)
- Diversionary Work Program (DWP)
- Supplemental Nutrition Program for Women, Infants and Children (WIC)
- Supplemental Nutrition Program Employment and Training Program (SNAP E&T)
- Free and Reduced School Lunch Program

Application Process:

- Qualified individuals can apply online [here](#) or by calling Guest Services at [763.559.6700](tel:763.559.6700). For TTY/Text Phone, individuals should call 763.559.6719. For translation assistance, individuals should call 763.559.6700.

- Families only need to submit one application for the Recreation Pass Plus card. Each family member can make their individual choices for their two recreation passes. Individual cards for each member of the family will be sent in the mail.

- Once the application is submitted, individuals will receive a receipt via email that registration was received. A second receipt will be emailed after the application is approved and Recreation Pass Plus card(s) will be mailed within 5 to 7 business days.
• The second receipt can be used as a temporary pass for 7 days from the receipt date so individuals don't have to wait for their card to use their recreation pass.

• Field staff will not need to do anything with applications and should direct any application questions to Guest Services staff at 763.559.6700.

**Using the Card:**

• Pass holders must have the card with them in the parks to:
  o Receive free rental equipment.
  o Use fee-based recreation areas and/or tubing hill.
  o Receive discounts on drop-in programs.

• Discounts on programs will be automatic for online registrations, provided that passholders are logged into their online account.

**Rules and Restrictions:**

• Rental equipment
  o The card cannot be used for downhill ski, snowboard, or golf equipment rental.
  o Use of the card is subject to equipment availability.
  o Use of the card applies to individual only and is limited to use of one piece of equipment at a time per card.
  o The card can be used for snowtubing.

• Program discount
  o Applies to individual registrations -- cannot be used to register additional people outside of household.
  o Replaces Wonderfund for Hennepin County residents.
  o Residents outside of Hennepin County can still use Wonderfund for one discounted program per year.

• Recreation Passes
  o Includes: Archery, Boat Trailer, Disc Golf, Dog Off Leash, Horse Trails, Cross Country Ski, Snowmobile and Swim Pond Pass
  o Does not include: Downhill skiing, Snowboarding and Golf

**Expiration Date:**

The Recreation Pass Plus card is valid for a 12-month period, starting May 1 and ending April 30. A reminder email to reapply for the card will be sent one month prior to expiration date.

**For More Information:**

Contact judy.mcdowell@threeeriversparks.org, 763.694.7633, for general questions about the Recreation Pass Plus.

Contact elizabeth.braaten@threeeriversparks.org, 763-694-1144, if you have any questions about functionality or procedures.
PARKS COMMISSION AGENDA ITEM: 7.b. Outdoor Recreation Review – Winter, Spring, Summer 2019

MEETING DATE: October 2, 2019

PREPARED BY: Patricia Freeman

REQUESTED ACTION: Discussion and Feedback

Background:

Three Rivers Park District Recreation Program Specialist Tyler Thompson and Outdoor Recreation Supervisor Anne Jaeger will provide a summary of outdoor recreation and education this past winter, spring and summer. Tyler and Anne will also give an overview of the new Outdoor Education and Recreation (OER) Department and its vision as guided by the Park District’s recent System Planning effort.

The Parks Advisory Commission is asked to review the attached slides, provided ahead of time to support your opportunity to provide feedback and ask questions, and to provide ideas and guidance on priorities for next year and beyond.

ATTACHED
- Presentation Slides
Outdoor Recreation Review 2019: Winter, Spring & Summer

Tyler Thompson, Recreation Program Specialist
Anne Jaeger, Outdoor Recreation Supervisor
Agenda

- ORS Overview and Participation
- Public and Private Group Education defined
- OER Department Vision
- Winter programs
- Spring public programs
- Summer camp deep dive
- Summer public programs
- Group education
- Conclusion and Discussion
Program Definitions

**Public Programs** – seasonal offerings people can register for online, over the phone, offered onsite throughout our parks
  - Published in seasonal events calendars
  - Includes summer camps, maple syrup festival, & fat bike race

**Group Education/Private Programs** – custom programs and field trips for schools, community education groups, before/after school care groups, city park and recreation groups, etc.
  - Built in audiences; schools, before/after school groups, scout groups
  - Registration based; community education and city park and recreation groups
Outdoor Education & Recreation (OER) Department Vision

Visitor Experience: Road Map

System Plan Guiding Principles:
1. Lead by example
2. Parks matter
3. You belong here
ORS by the Numbers – 2018

25,941 Participants

- 368 private group education programs
- 350 public programs and summer camps
- 4 signature races
- 3 Pocket Park Expos
- 2 Scott County Seasonal Events
ORS by the Numbers – 2018

ORS – Three Rivers
- Group Education: 14,489
- Public Programs: 3,087

ORS – Scott County
- Group Education: 4,051
- Public Programs: 656

Scott County participation accounts for 21% of total ORS participation
Winter Programs 2018-19

- Proven to be very weather dependent
- Limited program participation

Season highlights and successes:

- Fat Bike Fun Race with Michael's Cycles
- Non-school day programs with Prior Lake-Savage Kids Co.
- International Walking Club
- Cross-Country Ski Field Trip
Spring Programs – 2019 Public

- Largest season for participation
- 222 registered participants – 9% increase from 2018
- Family programs for fishing, archery, geocaching, and Maple Syrup

MAPLE SYRUP SEASON:
- One-week operation
- 130 people reached
- Collected over 100 gallons of sap
## Summer Camp Participation 2019

### Summer Camp Summary

<table>
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<tr>
<th>Year</th>
<th>Offered</th>
<th>Canceled</th>
<th>% Canceled</th>
<th>Enrollment</th>
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<td>2017</td>
<td>37</td>
<td>9</td>
<td>24%</td>
<td>232</td>
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<td>18</td>
<td>2</td>
<td>11%</td>
<td>227</td>
</tr>
<tr>
<td>2019</td>
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<td>258</td>
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Scott County Parks Advisory Commission
October, 2019
Summer Camp Enrollment 2019

Number of Participants by Age

![Bar chart showing the number of participants by age. The chart indicates that the highest number of participants is in the age group of 9, with 48 participants, followed by age 10 with 41 participants, and so on.]}
Summer Public Programs: Adults and Families

<table>
<thead>
<tr>
<th>Year</th>
<th>Offered</th>
<th>Canceled</th>
<th>% Canceled</th>
<th>Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>19</td>
<td>9</td>
<td>47%</td>
<td>162</td>
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<tr>
<td>2019</td>
<td>19</td>
<td>11</td>
<td>58%</td>
<td>146</td>
</tr>
</tbody>
</table>

Successful Programs:

- Full Moon Canoe, Log rolling demo, Women's Kayaking, 50+ Adventures Kayaking, Paddling Club
Group Education Summary - 2019

Largest form of participation
Largest opportunity for growth

Summary:
Winter – PLS Kids Company; 130 students
Spring – New Prague Middle School; 300 students
Summer – Weekly groups throughout; 1,000 students
Fall – Outdoor Education Days; 1000 students
Group Education – Summer 2019

June – August:
- 1,139 Participants
- 38 Programs
- Onsite and offsite

2019 Successes
- 3 field trips to Cedar Lake for Belle Plaine Kids Company
- 2-day Adventure Camp at McColl Pond with Savage Parks
- Anchor Center and International Walking Club visits to Cleary
Where are we going?

- Opportunities for further partnership and collaboration with county public and mental health departments
- Program offerings at the Landing
- Senior programming
- Free “try-it” programs
- Large school group education
- Equity and outreach funding
- Sustainable growth
Discussion...

How can we connect with and serve underserved audiences and rural townships and communities in Scott County?

How can we increase enrollment in public programs throughout each season?

What do we value more, growth in participation numbers or growth in re-occurring program visits?
- One large school group of 100 students
- 15 students from Prior Lake Middle Schools who visit four times
Informal Items / Other