

The background of the slide is a photograph of a building's facade. It features a central vertical panel in a deep blue color, which is flanked by reddish-brown panels. A circular emblem is visible in the center of the blue panel. The overall image has a slightly grainy, artistic quality.

ADVISORY COMMITTEE ANNUAL REPORT

Monday, Nov. 23, 2015
Parkview Community Room

ADVISORY COMMITTEE ANNUAL REPORT

Commission, Committees and Boards

- Planning Commission
- Economic Development Authority (EDA)
- Economic Development Advisory Committee (EDAC)
- Technology Village Board of Directors
- Lakes Advisory Committee (LAC)
- Parks Advisory Committee (PAC)
- Community Safety Advisory Committee
- Traffic Safety Advisory Committee
- Communication and Technology Advisory Committee



THE PLANNING COMMISSION

- Adam Blahnik (outgoing)
- Bryan Fleming
- Perri Hite (outgoing)
- William Kullberg (incoming)
- Wade Larson
- Mark Peterson
- Dave Tieman (incoming)



Council Liaison Rick Keeney

Staff Liaison Dan Rogness and Jeff Matzke

THE PLANNING COMMISSION

Accomplishments in 2015

- Evaluated and recommended various zoning ordinance amendments related to the C-2 and C-3 Districts, Architectural Design, Fences and Controlled Access Lots.
- Reviewed and approved/recommended zoning actions related to economic growth, including Kwik Trip, Shore Club/Marina, Versatile Vehicles, Bendzick Automotive, and Dominion housing.
- Reviewed and acted upon numerous variance applications (13), the majority related to lakefront properties.



THE PLANNING COMMISSION



THE PLANNING COMMISSION

Goals in 2016

- Continue to make decisions and recommendations on subdivision and zoning applications throughout the year.
- Evaluate the Subdivision Ordinance, including but not limited to, lot combinations.
- Begin the 2040 Comprehensive Plan update process, including the development of an inclusive public involvement program and an update to the Land Use Element.



THE ECONOMIC DEVELOPMENT AUTHORITY (EDA)

- Michelle Choudek
- David Chromy
- Ken Hedberg
- Rick Keeney
- Annie Sheehan-Kerber



Executive Director **Frank Boyles**
Staff Liaison **Dan Rogness**

THE ECONOMIC DEVELOPMENT AUTHORITY

Accomplishments in 2015

- Completed the Downtown Parking Study, including short and long-term implementation recommendations; implemented downtown public parking lot signage.
- Completed the first annual City of Prior Lake Business Incentives Report, showing four subsidy agreements in 2015 resulting in 16 new jobs (one commercial lease, two Technology Village leases, and one Technology Village agreement).
- Supported economic incentives, including Tax Increment Financing, for a proposed 170-unit affordable senior housing redevelopment project by Dominion.
- Awarded by the Scott County CDA an Economic Development Incentive matching grant to evaluate the Technology Village Phase III program and develop options for program expansion.



THE ECONOMIC DEVELOPMENT AUTHORITY



THE ECONOMIC DEVELOPMENT AUTHORITY

Goals for 2016

- Guide and support the Technology Village Board of Directors and the Economic Development Advisory Committee.
- Begin to plan and implement long-term recommendations provided in the 2015 Downtown Parking Analysis.
- Identify key city support mechanisms related to the development of commercial and industrial property in targeted areas of the City.
- Work with SCALE to plan and implement county-wide initiatives, including such things as workforce housing and development, a customer centric culture and transportation planning.



THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (EDAC)

- Luke Brazier (incoming)
- Celina Byers (incoming)
- Stephanie Carroll (incoming)
- Marisa Colby
- Lloyd Erbaugh
- William Henry
- Wade Larson
- Jim Mahoney
- Srinivasan Prasanna (incoming)
- Kim Prchal
- Trisha Rosenfeld (incoming)
- Greg Schweich (outgoing)
- Annie Sheehan-Kerber (outgoing)
- Mike Stout (outgoing)
- Thane Tande
- Marie Voreis (incoming)



EDA Liaison **Michelle Choudek**
Chamber of Commerce Liaison **Sandi Fleck**
Staff Liaisons **Dan Rogness and Casey McCabe**

THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (EDAC)

Accomplishments in 2015

- The committee continued its business outreach strategy by establishing the EDAC Commercial Area Liaison Program which assigns an EDAC member to serve as another point of contact for any comments or questions community businesses leaders may have.
- The EDAC continues to publish its quarterly *Prior Lake Business Pages* e-newsletter to over 400 recipients. The Prior Lake Business Pages shares commercial/industrial news, promotion of upcoming events, highlights new businesses, as well as provides residential, commercial and industrial development updates.
- The EDAC hosted the Prior Lake Business Mixer event which provided an opportunity for business leaders, property owner and developers to gather with local elected and appointed officials to share opportunities, express concerns or offer ideas to make Prior Lake a stronger business community.



THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (EDAC)

Goals for 2016

- Evaluate and respond to comments and ideas shared at the Business Mixer and use these suggestions to make recommendations to the EDA and City Council to make Prior Lake a stronger business community.
- Support the implementation of the Downtown Parking Study recommendations.
- Utilize the EDAC Commercial Liaison Program to contact every brick & mortar Prior Lake business at least once during the year.
- Expand the committee's social media outreach to promote local business news and the positive steps being taken by the City of Prior Lake to strengthen commercial and industrial activity in the community.



TECHNOLOGY VILLAGE BOARD OF DIRECTORS

- Lori Frank
- Gerry Hughes
- Adam Proehl
- David Rech (Advisory Board Member)
- Daniel Stratton

EDA Liaison Ken Hedberg
Staff Liaisons Dan Rogness and Casey McCabe



TECHNOLOGY VILLAGE BOARD OF DIRECTORS

Accomplishments in 2015

- **2015 GOAL: Continue to support and retain existing TV business through direct assistance, networking and resource development.**
 - Full-Time employment grew from 16 to 28; an increase of 75%
 - Established a strong partnership with Scott County First Stop Shop and Open to Business
 - Continued Quarterly Participant Breakfast Meetings and 1-on-1 advisory meetings with participants to offer updates, provide an opportunity for better communication and to build relationships among board members and participants
- **2015 GOAL: Establish Pipeline of technology business that will continue full use of TV program while retaining existing six participants and identify a minimum of two additional programs participants.**
 - Added two new program participants (iWMS Global, etaKnowledge) and increased the amount of office space leased in City Hall by 28%. Increased the amount of private office space leased in Prior Lake to a total of 3,747 SF
 - Updated the Technology Village website and added social media communication via LinkedIn
 - Hosted educational Lunch & Learn events for participants and Prior Lake businesses
 - Development of a 'virtual' accelerator program for launch in 2015
- **2015 GOAL: Develop a plan to transition into Phase III of TV business plan which includes additional funding sources to support standalone facility. Phase III would allow to expand primary wider focus of businesses.**
 - Received a Technical Assistance Grant from the Scott County CDA to assist with the cost to evaluate the Technology Village program and develop options for program expansion; drafted and sent a RFP to evaluate the Technology Village Business Accelerator program and to assess the feasibility of and provide a roadmap for program expansion; entered into a contract with Greenwood Consulting Group to complete an analysis of the Technology Village program and evaluate options for program expansion.



TECHNOLOGY VILLAGE BOARD OF DIRECTORS

Goals for 2016

- Evaluate the findings and recommendations of the Technology Village Phase III Program Analysis, being completed by Greenwood Consulting Group. Based on the analysis, develop a roadmap and provide direction and suggestions to the EDA around March 2016.
- Identify participants and roll-out the Technology Village Virtual Participation Program.
- Establish a pipeline of technology and professional service businesses that will allow the continued full use of the Technology Village program while retaining the seven existing program participants and identify a minimum of two additional programs participants.



THE LAKES ADVISORY COMMITTEE

- David Celski
- James Streefland
- David Rech (outgoing)
- Liz Weninger
- William Kallberg
- Dan Shower



Council Liaison Annette Thompson
Staff Liaison Peter Young

THE LAKES ADVISORY COMMITTEE

Accomplishments in 2015

- LAC members volunteered at 6 neighborhood park parties, 2 Clean Water Clean Up events, and Lakefront Days; distributed educational materials, talked with residents about water resources issues.
- Held an annual joint meeting with the Prior Lake-Spring Lake Watershed District's Citizen Advisory Committee (CAC).
- One member served on the Marina Task Force and provided input to the City Council relating to dock and marina issues on Prior Lake.
- Liaisons were assigned to the Spring Lake and Prior Lake Associations; updates provided to other LAC members at meetings and workshops.



THE LAKES ADVISORY COMMITTEE

- Neighborhood Park Parties: LAC Members volunteered at all 6 of these well-attended events



THE LAKES ADVISORY COMMITTEE

- Lakefront Days 2015



THE LAKES ADVISORY COMMITTEE

- Clean Water Clean Up: Spring and Fall 2015



THE LAKES ADVISORY COMMITTEE

Goals for 2016

- Increase public awareness of water resources issues and help the City meet certain state education and outreach requirements related to storm water.
- Work with the Prior Lake-Spring Lake Watershed District's Citizen Advisory Committee (CAC) on at least one collaborative initiative or project.
- Advise staff and Council on various issues related to water quality and surface water use.



THE PARKS ADVISORY COMMITTEE

- Ken Calautti (incoming)
- Catlin Soukup (incoming)
- Kelly Loose
- Tom Schutz (outgoing)
- Kendall Larson
- Jason Tschetter
- Steve Pany (incoming)
- Andrew Uzpen (incoming)



Council Liaison Rick Keeney

Staff Liaisons Katy Gehler and Angie Barstad

THE PARKS ADVISORY COMMITTEE

Accomplishments in 2015

- Pike Lake trail segment and shelter completion
- 150th St. Project-trail portion inline with Trail Gap Analysis
- Rice Lake Park development
- Two successful meetings between PAC, Prior Lake associations and surrounding communities
- Actively participated in Neighborhood Park Parties and community events
- Increased community awareness and participation in Adopt-a-Project/Park Program.



THE PARKS ADVISORY COMMITTEE

- Rice Lake Park - Developed



- PAC helping out at Lakefront Days



THE PARKS ADVISORY COMMITTEE

Goals for 2016

- Assist staff and Council on prioritization of park development plans:
 - Trail maintenance/replacement plans
 - Ice Rink Directory
 - Eagle Creek Estates/Brooksville Hills Park Development • 2017 construction projects
- Meet with athletic/rec associations and surrounding communities to share goals, discuss needs and find opportunities for collaboration
- Building stronger neighborhoods:
 - Continue to refine Neighborhood Park Parties
 - Define/develop what it means and how to build stronger neighborhoods
 - Participate in community events
- Education and promotion of park resources and programs
 - Encourage sponsorship for community events and research the possibility of a large winter event in Prior Lake
 - Improve communications with residents on PAC, Parks and Recreation programs like adopt-a-project/park; improve outreach efforts; bus tour of parks



THE COMMUNITY SAFETY ADVISORY COMMITTEE (CSAC)

- Janine Alcorn
- Patrick Dougherty
- Gina Gertner
- Betsy Jader
- Linda Ringstad
- Woody Spitzmueller
- Kara Steichen (student member)



Council Liaison Annette Thompson
Staff Liaison Lt. Randy Hofstad

THE COMMUNITY SAFETY ADVISORY COMMITTEE (CSAC)

Accomplishments in 2015

- Participated in the 2040 Vision Strategic Planning Session and reviewed safety areas at the following meeting.
- Maintained relationship with ISD 719 School Officials and co-sponsored the Minnesota BCA Internet Safety Community Presentation.
- Reviewed the tobacco ordinance and penalties. Made a recommendation to the City Council making modifications.
- Reviewed Council's request for CSAC to make changes to the city event policy and recommended modifications. Participated in joint meeting with the Parks Advisory Committee for public comment and to review ordinance language.
- Supported Council requests as needed for short term rental policy ordinance and process for Water Surface Use Management (WMUM) changes.



THE COMMUNITY SAFETY ADVISORY COMMITTEE (CSAC)

Goals for 2016

- Maintain contact with school officials to identify and work collaboratively on student safety, driving and substance abuse issues. Invite Supt. to share parent/staff survey results.
- Support PLPD in safe driving campaigns and promote awareness of residents via city website, local media, and electronic bill boards.
- Continue relationship with Southern Valley Alliance to raise awareness of domestic violence and support victims.
- Continue to be a resource for Council on safety and quality of life issues.
- Support PLPD in statewide anti-distracted driving campaign with table tents, news article and emails. Partner with school officials.



TRAFFIC SAFETY ADVISORY COMMITTEE

- Bruce Loney
- Dan Shower (outgoing)
- Patrick Heaney (incoming)
- Greg Wilson (outgoing)
- Steve Pany (incoming)



Ex officio member Jim Dellwo
Council Liaison Rick Keeney
Staff Liaison Larry Poppler, Doug Hartman, Mark Elliot

TRAFFIC SAFETY ADVISORY COMMITTEE (TSAC)

TSAC Accomplishments in 2015

- 2015 general traffic safety requests (31)
 - Speeding - 11
 - Parking - 9
 - Pedestrian Crossings - 2
 - Stop Sign Requests - 4
 - Other - 5

(2014 - 20 Requests; 2013 - 5; 2012 - 14; 2011 - 9; 2010 - 30)
- Trail on TH 13
- Signals with Flashing Yellow Arrows Priority List
 1. Fish Point and TH 13
 2. Fish Point and CSAH 21
 3. CSAH 23 and TH 13



TRAFFIC SAFETY ADVISORY COMMITTEE (TSAC)

City Traffic Safety Accomplishments in 2015

- Speed Reduction Measures
- Ineffective Signs



TRAFFIC SAFETY ADVISORY COMMITTEE (TSAC)

Goals for 2016

- General Traffic Safety Requests
- Encourage and Acknowledge Sponsorship and Donations of Traffic Control Devices
- Review New Crosswalk Policy/Manual
- Review TSAC Guidelines
- Review Options for Purchase of a Driver Feedback Sign and Use of the Sign
- Increase TSAC Education (Website, Wavelength)



COMMUNICATIONS AND TECHNOLOGY ADVISORY COMMITTEE (CTAC)

- Brett Anderson
- Jim Anderson
- Don Breidenbach
- Erik Juhl
- Scot Moncur (outgoing)
- Srinivasan Prasanna (incoming)
- Jessica Weber



Council Liaison Monique Morton
Staff Liaisons Kevin Roach and Dave Elbon

COMMUNICATIONS AND TECHNOLOGY ADVISORY COMMITTEE (CTAC)

Accomplishments in 2015

- Completed audit of City website redesign and implement marketing rollout.
- Oversaw design of City's mobile website.
- Considered options for more effective use of social media.



COMMUNICATIONS AND TECHNOLOGY ADVISORY COMMITTEE (CTAC)

Goals for 2016

- Complete city-wide communications survey
- Reboot city cable television show “News from Inside City Hall”
- Expand use of social media
- Improve/facilitate better communications among advisory committees





QUESTIONS AND ANSWERS