



Inver Grove Heights Parks and Recreation Advisory Committee

Wednesday, March 8, 2023 at 7:00 PM

8150 Barbara Avenue, Inver Grove Heights, MN 55077

AGENDA

1. Call to Order

2. Roll Call

3. Presentations

4. Announcements

A. April PRAC Meeting Wednesday, April 12, 2023 at 7pm.

5. Consent Agenda

All items on the Consent Agenda are considered routine and have been made available to the Commission at least two days prior to the meeting; the items will be enacted in one motion. There will be no separate discussion of these items unless a Commission member or citizen so requests, in which event the item will be removed from this Agenda and considered in normal sequence.

A. Approval of Agenda

B. Approval of the meeting minutes for February 8, 2023

C. Approve February 8, 2023 Work Study Minutes

6. Public Comment

Public comment provides an opportunity for the public to address the Commission on items that are not on the agenda. Comments will be limited to three (3) minutes per person.

7. Unfinished Business

Items that are brought back to the Commission for action from a previous meeting

8. Regular Agenda

A. Recommend Northwest Area Park Names to City Council for Approval

B. Approve 2023 PRAC Work Plan

C. Cole Property Direction

9. Administrative Presentations

A. Park Project Updates

1. South Valley Park

2. Heritage Village Park

3. NWA Parks (Park #1 & #2)

4. Vista Pines Trail Connection Bids

March 8, 2023 - Parks and Recreation Advisory Committee Agenda

- B. Department Happenings
 - 1. Parks Superintendent Update
 - 2. Recreation Superintendent Update

10. **Commission Comments**

11. **Adjourn**

**City of Inver Grove Heights Minutes of the Proceedings
Of the Parks and Recreation Advisory Commission
City Council Chambers - 8150 Barbara Avenue
Wednesday, February 8, 2023: 7:00 p.m.**

Televised on Town Square Television

1. CALL TO ORDER:

Chair Cook called the February 8, 2023 Parks and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Chair Steve Cook; Vice Chair Nikki Barker; Commissioner's: Kari Miller, Bill Skar, Curt Ellingboe, Sandra Christensen, Elaine Prickel, Ben Stone

Parks and Recreation Director Adam Lares, Recreation Superintendent Julie Dorshak, Parks Superintendent Brian Swoboda

Absent: Commissioner Krech (excused)

3. PRESENTATIONS:

4. ANNOUNCEMENTS:

A. March PRAC Meeting, Wednesday, March 8, 2023 at 7:00 p.m.

5. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of the meeting minutes from January 11, 2023

Motion by Commissioner Ellingboe, second by Vice Chair Barker, to approve the Consent Agenda as presented.

Ayes: 8

Nays: 0 Motion carried.

6. PUBLIC COMMENT:

There were no public comments.

7. UNFINISHED BUSINESS:

8. REGULAR AGENDA:

A. Recommendations for Northwest Area Park Names for Community Voting

Parks and Recreation Director Adam Lares discussed choosing park name recommendations for two parks in the northwest area for the community to vote on. Park #1 is in the Peltier neighborhood, Park #2 is in the Highlands at Settler's Ridge development.

Suggestions for Park #1 Peltier:

- Argenta Hills Park
- Twin Oaks Park
- Cardinal Crest Park

Suggestions for Park #2 Highlands at Settler's Ridge:

- Highlander Park
- Northwood Park
- Overlook Ridge Park

The six names will go out to the community for additional feedback and a vote via social media and the city website. Results would be brought forward at the March 8, 2023 PRAC Meeting to be evaluated. One name from each park would be recommended to the City Council.

9. ADMINISTRATIVE PRESENTATIONS:

A. Park Project Updates

Parks and Recreation Director Lares stated there are different types of funding for these two projects. If approved by the City Council relating to Capital Replacement Funding, it may leave open the possibility for community engagement regarding the Skyview Park tennis court project.

1. South Valley Park Bid Update

- Bidding has closed on this redevelopment project. 5 bids were received.
- Bids were opened on January 27th.
- The current base bid cost estimate was \$1.5 million for construction.
- The base bid for construction came in at \$1.38 million dollars.
 - Initially there was a 20% contingency.
- By reducing the contingency to 6%, the overall project cost was \$2.94 million.
- By reducing the contingency, the purchase of the playground and site furnishings; the overall project cost would be \$2.4 million dollars.
- February 13th, 2023, this project would be brought before the City Council.
 - Includes acceptance of the bid, awarding a contract, and approving a budget for the project.

It is proposed that 1/3 of the project, the kitchen, which is a new amenity, can use the Park Acquisition and Development Fund. This allows use of additional Park Capital Replacement dollars to fund other capital improvement projects throughout the city park system.

2. Heritage Village Park Bid Update for Phase 4

- Construction base bid estimate came in at \$1.78 million dollars.
- Opened bids on February 1st, 2023.
- Base bid came in at \$1.3 million dollars.
- Overall project cost including construction, working with WSB on construction administration, and site furnishings: \$1.6 million dollars.
- The project will be presented to the City Council on February 13, 2023.
 - Includes acceptance of the bid, awarding a contract, and approving a budget for the project.

Heritage Village Park Phase 5, which includes the inclusive playground, splash pad, and extension of the parking lot, is within a bill being authored by representatives for a \$2 million dollar bonding request. The city contribution for this would be approximately \$700,000. Bonding outcomes would come around June.

B. Department Happenings

1. Parks Superintendent Update

Parks Superintendent Brian Swoboda gave the following update:

- Crews have been busy with the outdoor ice rinks. Rinks will close on February 20th.
- Hauling and plowing snow where needed.
- Trimming trees and removing Ash trees.
- American Flags were placed along Cahill. Spring banners will be placed soon after.
- Working on picnic table repairs, equipment maintenance, cleaning warming houses, and changing park sign rules.
- Based on the Council's decision on February 13th, crews would be helping with demolition at South Valley Park. This includes removal of fencing, the playground, any trees, fixtures, or other amenities.
 - The park will be kept open for hill sledding
 - Once the contractors move in the park will be closed
- Working with vendors on fertilizer and seed quotes. Stocking up on ball field chalk. Paint quotes for soccer field lines.
- Interviewing for the full time Park Maintenance position.

- There were 44 candidates. Interviewed 8.
- Narrowing those down to 2 for a second interview.
- Will reach out to seasonal workers from last year to see if they would come back.
- Post in March for hiring seasonal staff.

2. Recreation Superintendent Update

Recreation Superintendent Julie Dorshak updated the Commission on the following:

- Community Center:
 - Hosting the final High School Girls Hockey games and Sections
 - Will have over 1,000 people attending
 - The Open House for the community rooms was held two weeks ago. It was well attended. Great responses were received.
- Programming:
 - Princess Dance was held with over 120 people attending.
 - Received over 1,000 registrations for winter programs as of last January.
 - Today, there are almost 1,800 people registered.
 - On January 24th the Elementary School flyer went out. Over 200 people registered within the 2 week period.
 - On March 4th there is an Open House from 8:00 to 11:00 and a Craft Fair from 9:00 to 1:00 p.m. at the Community Center.
 - Busy getting ready for spring/summer.
 - Silver Sneakers is doing well with over 50-60 attendees to classes.

Every year staff works on an annual report. Staff will be creating a summary of statistics. That information would be brought to the PRAC to assist with a format to show the public.

Commissioner Skar said he hosts the accessibility bowling league along with some from the West St. Paul community. There are 20 participants. He was hopeful to continue offering programming like this.

Commissioner Ellingboe did not believe the names selected for Park #2 were as strong as they were for Park #1. He suggested adding Settler Grove as a possibility.

10. COMMISSION COMMENTS:

Vice Chair Barker thanked Director Lares and Superintendents Swoboda and Dorshak for their hard work. Commissioners Miller and Prickel agreed.

Commissioners Ellingboe, Skar, Christensen, Stone, and Chair Cook had no comments.

11. ADJOURN:

Motion by Ellingboe, second by Commissioner Stone, to adjourn the meeting at 7:33 p.m.

Ayes: 8

Nays: 0

Minutes prepared by Recording Secretary Sheri Yourczek

**City of Inver Grove Heights Minutes of the Proceedings
Of the Parks and Recreation Advisory Commission
City Hall Police Conference Room - 8150 Barbara Avenue
Wednesday, February 8, 2023: 5:30 p.m.**

1. CALL TO ORDER:

Chair Cook called the February 8, 2023 Parks and Recreation Advisory Commission Work Study Meeting to order at 5:32 p.m.

2. ROLL CALL:

Present: Chair Steve Cook; Vice Chair Nikki Barker; Commissioner's: Bill Skar, Curt Ellingboe, Sandra Christensen, Elaine Prickel, Ben Stone and Kari Miller.

Parks and Recreation Director Adam Lares, Recreation Superintendent Julie Dorshak, Parks Superintendent Brian Swoboda, Aquatics Coordinator Suzie Seabright-Hofmeister, Community Development Director Heather Rand

Absent: Commissioner: Willie Krech (excused)

Others Present: NA

3. Review of 2022 Work Plan and Discussion of 2023 Work Plan

The Parks and Recreation Advisory Commission (PRAC) and Parks and Recreation staff reviewed the 2022 Plan and created an updated 2023 Plan. See attached documents.

4. Naming Recommendations for Northwest Area Parks.

The PRAC reviewed the list of collected names from the online survey for the two new Northwest area parks. The PRAC narrowed the names for the NW Area Park #1 down to; Argenta Hills Park, Twin Oaks Park and Cardinal Crest Park. The Commission did not have time to complete their discussion for the second park and tabled it until the Commission meeting following the work session.

4. ADJOURN:

The meeting was adjourned at 6:49 pm.

Work Plan
2022 Parks and Recreation Advisory Commission
City of Inver Grove Heights

- 1) Continue work on the Parks and Recreation Systems Plan
- 2) Focused Presentations from Parks and Recreation staff on a monthly basis including a parks tour annually. **Completed**
- 3) Meet with City Council
- 4) Advise prioritization for park projects in 2022/2023 **In Progress**
 - a. Heritage Village Park Phase IV (2022-2023)
 - (1) MN DNR Outdoor Recreation Grant- (Expires Dec 31, 2023)
 - (2) Restroom
 - (3) Picnic Shelters
 - b) South Valley Park
 - (1) Help to facilitate the continuation of renovation of South Valley Construction Playground, Picnic Shelter, additional parking **In progress**
 - (2) MN DNR Outdoor Recreation Grant Awarded (Expires Dec 31, 2023) **In Progress**
 - c) NW Area Park Development
 - (1) Completion of Vista Pines (8 acres) Grand Opening August 2022 **Completed**
 - (2) Peltier Property **In Progress**
 - (3) Highlands at Settlers Ridge **In Progress**
 - (4) Riley Property (At Home 4-5 acres)
 - (5) Cole Property (15-20 acres) – cooperation/Dakota County Regional Trail
 - (6) Identify potential property North of 70th
- 5) Advise prioritization for VMCC/Grove Improvements
 - a) Pool Filters 2022 - **Completed**
 - b) Audio-Visual Improvements **Completed**
 - c) Brightside Room Renovation
 - d) Community Room Renovations/Refreshing **Completed**
 - e) Fitness Equipment **Completed**
- 6) Review and recommend acceptance of park dedication for new housing development that align with Comprehensive Plan. **Completed**

Work Plan
2023 Parks and Recreation Advisory Commission
City of Inver Grove Heights

- 1) Continue work on the Parks and Recreation Systems Plan (Fall 2023)
- 2) Meet with City Council
- 3) Support Continuation of Active Park Projects
 - a) Heritage Village Park Phase IV (2023-2024)
 - a. Construction (Spring 2023 – Fall 2023)
 - b. Grand Opening (Fall 2023 or Spring 2024)
 - b) South Valley Park
 - a. Construction (Spring 2023 – Fall 2023)
 - b. Grand Opening (Fall 2023 or Spring 2024)
 - c) Peltier Property (Park #1) & Highlands at Settlers Ridge (Park #2)
 - a. Park Design
 - b. Park Naming
 - c. Construction (Summer 2023)
 - d. Grand Opening's (Fall 2023)
- 4) Advise prioritization for park projects in 2023/2024
 - a) Heritage Village Park Phase V
 - (1) Inclusive Playground
 - (2) Splash Pad
 - b) NW Area Park Development
 - (1) NWA Park #4 (4-5 acres)
 - (2) Cole Property (8.8 acres)
 - (3) Identify potential property North of 70th
 - c) Skyview Tennis Court Rehab/Conversion Pickleball Courts
 - d) Oakwood Tennis Court Rehab/Conversion Pickleball Courts
- 5) Advise prioritization for VMCC/Grove Improvements
 - a) Brightside Room Renovation
- 6) Review and recommend acceptance of park dedication for new housing development that aligns with Comprehensive Plan.
- 7) PRAC Community Engagement Opportunities/Project

Parks & Recreation Advisory Commission Staff Report

SUBJECT: Recommend Northwest Area Park Names to City Council for Approval

MEETING DATE: March 8, 2023

ITEM TYPE: Regular Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

PURPOSE/ACTION REQUESTED

The Park and Recreation Advisory Commission is asked to recommend park names for the new northwest area, park #1 and park #2.

BACKGROUND

Over the past several months, the community has been engaged in naming the two new northwest area parks. Park #1 is in the Peltier development and Park #2 is in the Highlands at Settlers Ridge development. Both the community and the Park and Recreation Advisory Commission (PRAC) have put names forward for consideration.

At the PRAC's work session on February 8, 2023, they reviewed potential park names submitted via the recent community survey and voted to put forward 2-4 names for each park. (See name options below). The public has been engaged through a social media campaign and the City's website to vote on the final names for each park from February 14 – 28, 2023.

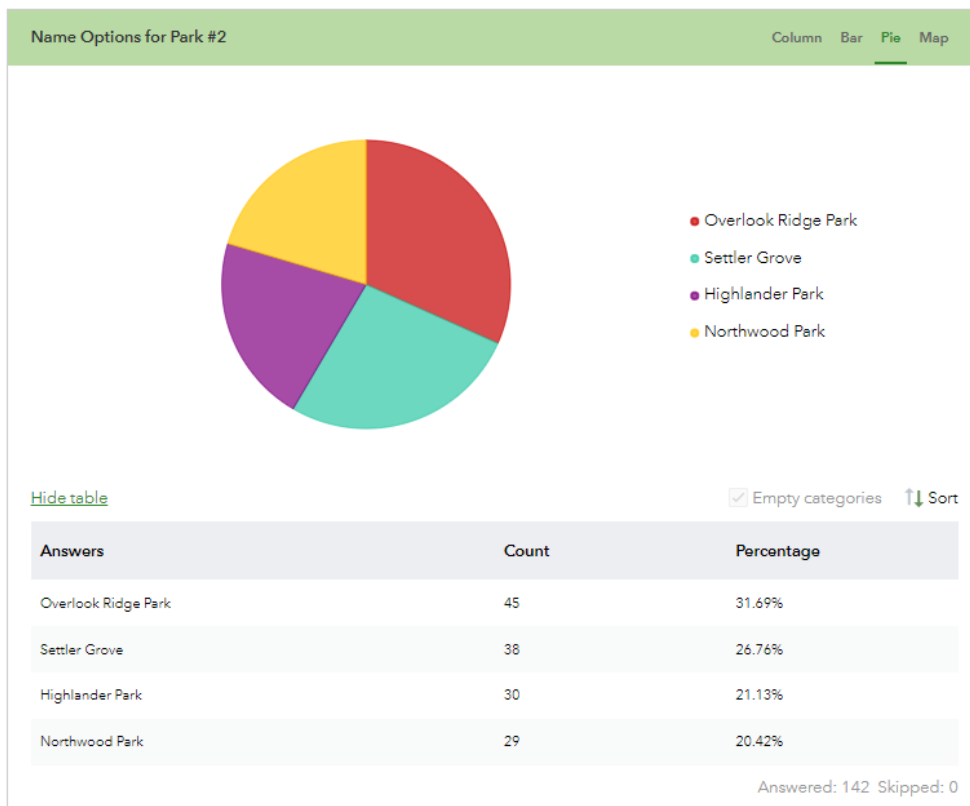
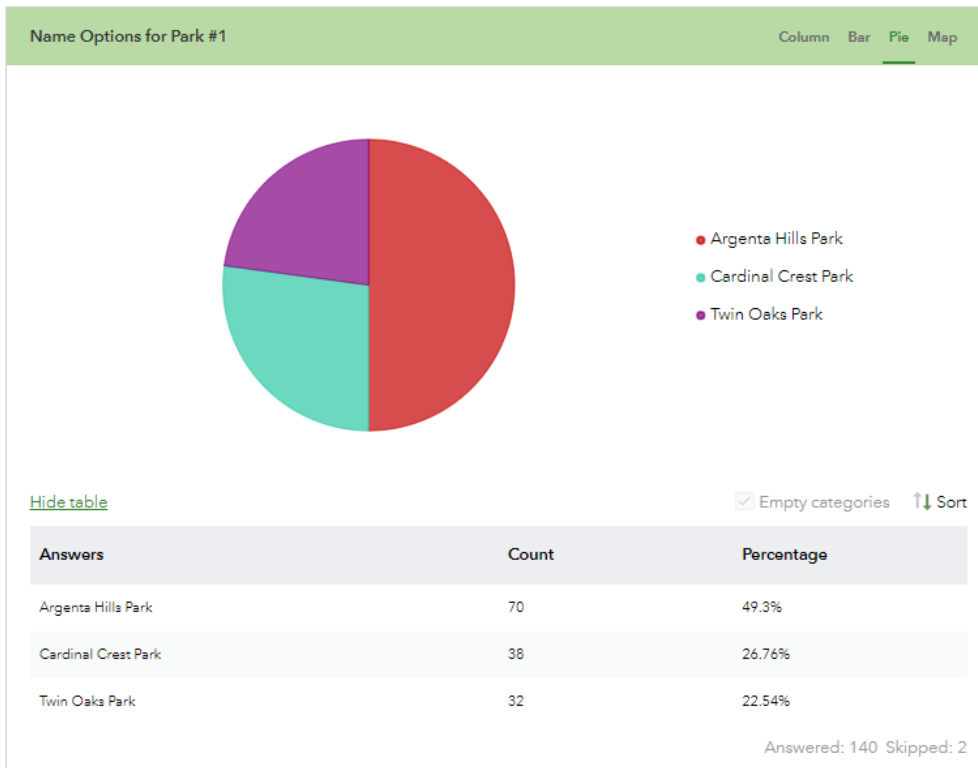
NW Area Park #1- Peltier Development

Argenta Hills Park
Twin Oaks Park
Cardinal Crest Park

NW Area Park #2 – Highlands at Settlers Ridge Development

Northwood Park
Overlook Ridge Park
Highlander Park
Settler Grove

Votes have been tallied and results are below:



Ultimately, per policy, the PRAC is charged with putting forth park name recommendations for each park to the City Council.

FISCAL IMPACT

n/a

RECOMMENDATION

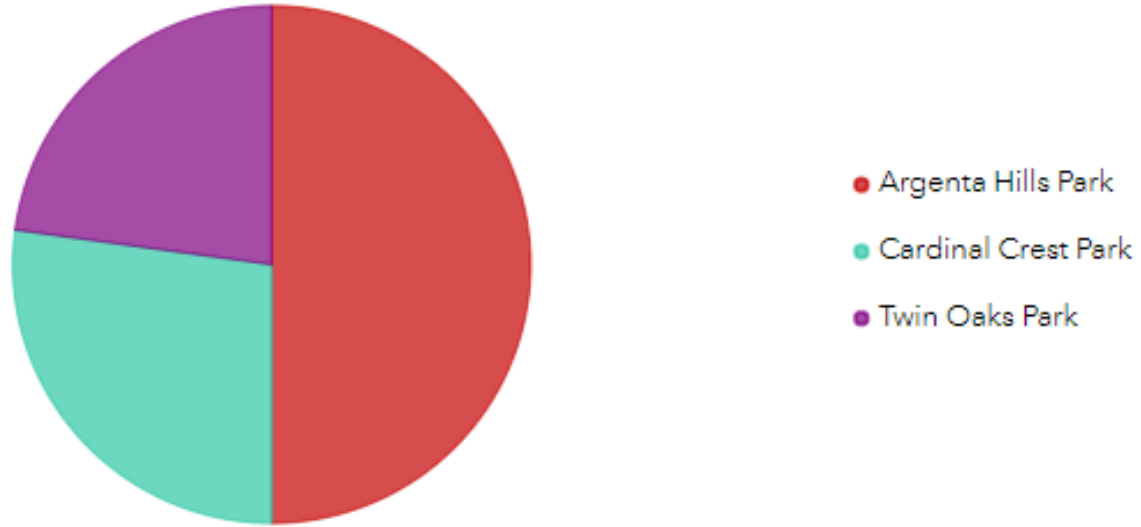
Staff recommends the PRAC select a name for each of the two northwest area parks and put it forth to the City Council for approval.

ATTACHMENTS

1. Park #1 Names - Survey Results 2.28.2023 - Peltier Development
2. Park #2 Names - Survey Results 2.28.2023 - Highlands at Settlers Ridge Development

Name Options for Park #1

Column Bar Pie Map



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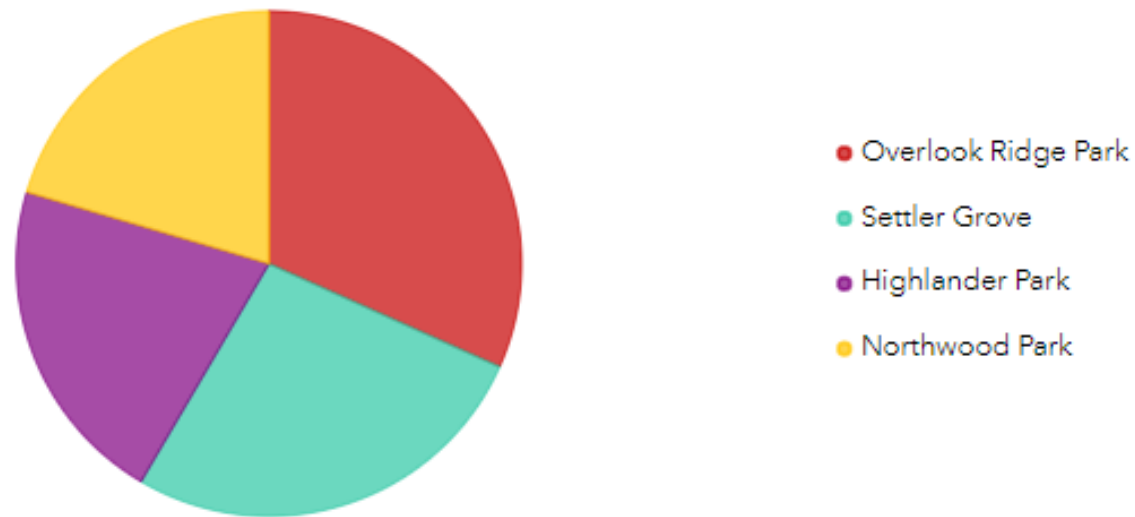
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Answers	Count	Percentage
Argenta Hills Park	70	49.3%
Cardinal Crest Park	38	26.76%
Twin Oaks Park	32	22.54%

Answered: 140 Skipped: 2

Name Options for Park #2

Column Bar **Pie** Map



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Answers	Count	Percentage
Overlook Ridge Park	45	31.69%
Settler Grove	38	26.76%
Highlander Park	30	21.13%
Northwood Park	29	20.42%

Answered: 142 Skipped: 0



Parks & Recreation Advisory Commission Staff Report

SUBJECT: **Approve 2023 PRAC Work Plan**

MEETING DATE: March 8, 2023

ITEM TYPE: Regular Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

PURPOSE/ACTION REQUESTED

The Park and Recreation Advisory Commission is asked to approve its 2023 Work Plan.

BACKGROUND

Each year, the Parks and Recreation Advisory Commission (PRAC) sets and creates a work plan for the year to drive the work of the commission. At the PRAC's February 8, 2023 work study session, they worked through initiatives that were completed in 2022 and prioritized if any remaining items needed to be carried into the 2023 work plan. After carrying over items, and combining them with new initiatives or projects, they reviewed and reinitiated their 2023 Work Plan. (See attached 2023 Work Plan)

FISCAL IMPACT

n/a

RECOMMENDATION

Staff recommends the Parks and Recreation Advisory Commission approves their 2023 Work Plan.

ATTACHMENTS

1. 2023 Work Plan

Work Plan
2023 Parks and Recreation Advisory Commission
City of Inver Grove Heights

- 1) Continue work on the Parks and Recreation Systems Plan (Fall 2023)
- 2) Meet with City Council
- 3) Support Continuation of Active Park Projects
 - a) Heritage Village Park Phase IV (2023-2024)
 - a. Construction (Spring 2023 – Fall 2023)
 - b. Grand Opening (Fall 2023 or Spring 2024)
 - b) South Valley Park
 - a. Construction (Spring 2023 – Fall 2023)
 - b. Grand Opening (Fall 2023 or Spring 2024)
 - c) Peltier Property (Park #1) & Highlands at Settlers Ridge (Park #2)
 - a. Park Design
 - b. Park Naming
 - c. Construction (Summer 2023)
 - d. Grand Opening's (Fall 2023)
- 4) Advise prioritization for park projects in 2023/2024
 - a) Heritage Village Park Phase V
 - (1) Inclusive Playground
 - (2) Splash Pad
 - b) NW Area Park Development
 - (1) NWA Park #4 (4-5 acres)
 - (2) Cole Property (8.8 acres)
 - (3) Identify potential property North of 70th
 - c) Skyview Tennis Court Rehab/Conversion Pickleball Courts
 - d) Oakwood Tennis Court Rehab/Conversion Pickleball Courts
- 5) Advise prioritization for VMCC/Grove Improvements
 - a) Brightside Room Renovation
- 6) Review and recommend acceptance of park dedication for new housing development that aligns with Comprehensive Plan.
- 7) PRAC Community Engagement Opportunities/Project

**Parks & Recreation Advisory Commission
Staff Report**

SUBJECT: Cole Property Direction

MEETING DATE: March 8, 2023
ITEM TYPE: Regular Agenda
CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

PURPOSE/ACTION REQUESTED

The Park and Recreation Advisory Commission is asked to provide directions on whether to pursue the possible acquisition of a portion of the Cole Enterprise Inc. property.

BACKGROUND

City staff have been in conversation this past year with Dakota County Natural Resources staff regarding potential acquisition of the Cole property. This consists of approximately 64 acres within Inver Grove Heights, along our northwestern border with Eagan, along with another 30 acres on the Eagan side. The property owners have expressed a desire to see some of the land be preserved as natural area. The County is interested in extending an existing regional greenway through the parcel and City planning documents have called for development of a park on the land.

The most recent concepts for the Inver Grove Heights portion show the southern two-thirds to three-quarters of the land being acquired by Dakota County for a County Park Conservation Area – which is basically a natural park with trails. On the northern end of the property, there appears to be an opportunity for IGH to acquire approximately 8 acres of land that is relatively flat and developable for more active park uses. An adjacent parcel of about equal size on the Eagan side is also being looked at for potentially complimentary park development to possibly create a shared area of active use between the two cities.

As a result, this past year, Dakota County, the City of Eagan, and the City of Inver Grove Heights secured an appraisal for all Cole Trust/Cole Enterprises-owned parcels. With the completion of the appraisal, we now know the basis value of the area the city is interested in, the northwestern 8.5-acre portion of the Cole Enterprise property (Area A), is \$225,000 an acre. Given that, the overall appraisal value for this area is \$1,912,500. (See attached map for Area-A)

As a result, the City of Eagan has indicated it does not appear that there are financial resources and associated support for acquisition of the northern portion of the property in Eagan. This would now eliminate the potential for a shared area of active use between the two cities. So, if the City were still interested in pursuing this area, Eagan would not be a participant. Also to consider, after the \$1.9 million potential acquisition of Area A, there would be additional funding needed for the design and development of an active play park. That cost has not been estimated at this point, and would depend on what type of active play would be designed for the park.

If the Parks and Recreation Advisory Commission decides to further explore acquiring (Area A) on the Cole property, they would need to take into consideration that funds would come from the Park

Acquisition & Development Fund. Currently, this fund has a balance of \$5.4 million dollars. However, given the current active projects and previously prioritized projects, the remaining balance is \$1,184,784. If you were to combine this balance and the allocated funding for a NWA #4 park of \$1 million, there would be a total of \$2,184,784 remaining to explore acquisition of this property. If an acquisition did transpire, it would nearly deplete the Park Acquisition & Development Fund and could impact other future projects on the horizon.

One of those projects would include Hertiage Village Park Phase 5 (Inclusive Playground & Splashpad) which is currently being considered for \$2 million in State bonding. As a part of the bond request, the City has indicated it would contribute \$646,000 to the project if the project was bonded. If the Cole property is acquired by way of the Park Acquisition & Development Fund, the City would not have enough funding in that fund to contribute the \$646,000 match.

The chart below shows the current balance of the Park Acquisition and Development Fund, as well as very high-level estimates of allocations for other park needs and projects on the horizon. In summary, it shows that funds are available to proceed with Phase 4 of Heritage Village Park, and develop the identified parks in the City's northwest area (NWA), finance a third of the South Valley Park Shelter, and maintain a healthy balance in the fund for future needs and opportunities.

Park Acquisition and Development Fund Balance	\$5,399,227
Vista Pines Trail Connection - Kimley Horn	-\$54,400
Vista Pines Trail Connection Construction (estimated)	-\$202,000
NWA - Park Design (Higlands & Peltier)	-\$61,300
NWA - Peltier Park (estimated)	-\$500,000
NWA - Highlands Pocket Park (estimated)	-\$500,000
NWA - Park #4 (estimated)	-\$1,000,000
South Valley Improvment - Park Shelter (1/3 Construction Contribution)	-\$350,000
Heritage Village Park Construction Cost – Phase 4 (after DNR Grant)	-\$1,178,971
HVP-Phase 4 5% Construction Contingency	-\$71,449
HVP-Phase 4 Site Amenities	-\$52,500
HVP-Phase 4 Construction Administration	-\$68,823
Seidls Lake Park Trail Connection	-\$175,000
Remaining Balance	\$1,184,784

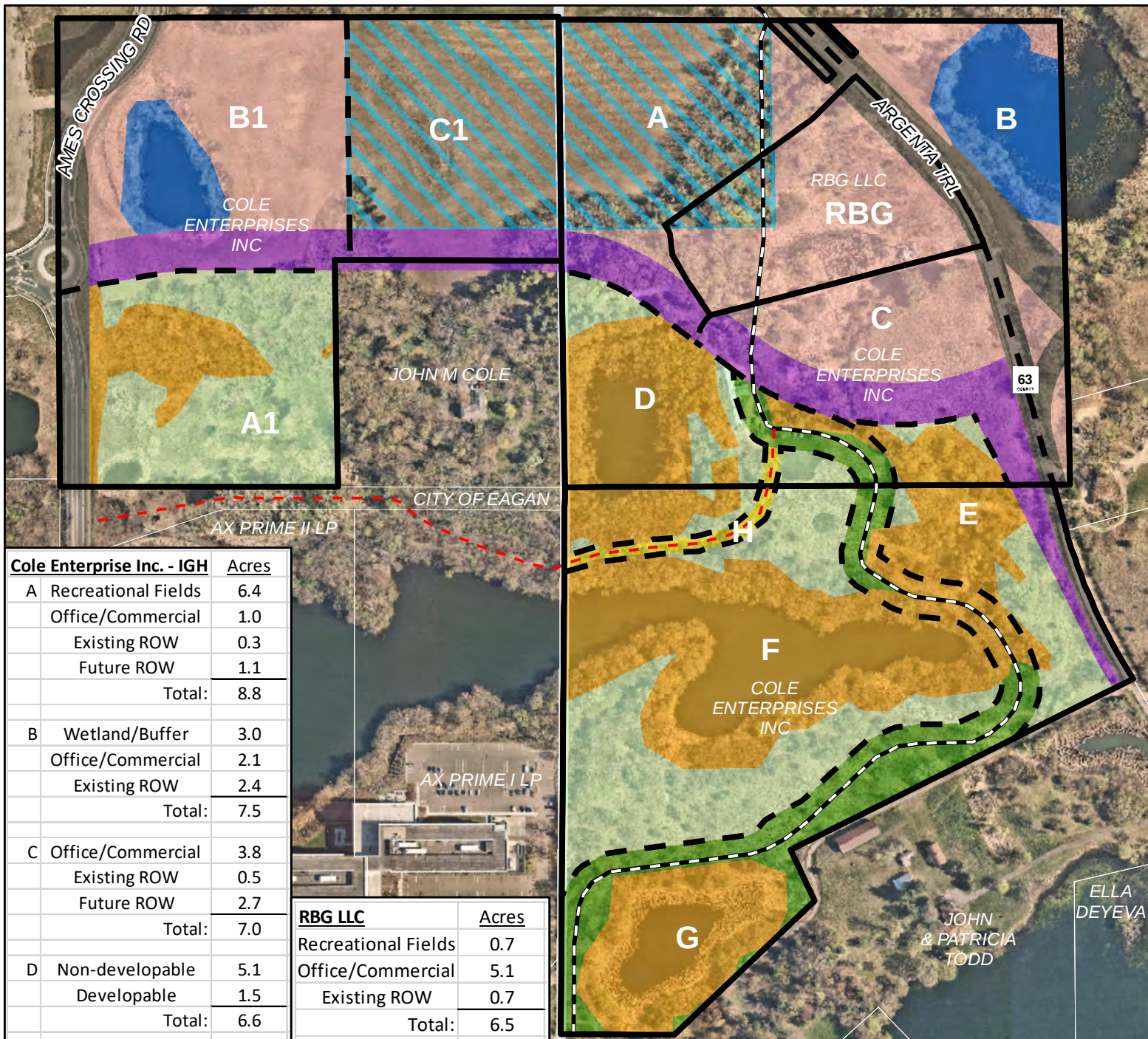
FISCAL IMPACT

If the Parks and Recreation Advisory Commission wanted to recommend pursuing and acquiring the Cole property Area A (8.5-acre portion) at an appraisal of \$225K/acre, estimated cost of \$1,912,500, they would have the funds available in the Park Acquisition & Development Fund. However, that would nearly deplete the fund of its \$2.1 balance and would not allow for the \$646,000 match needed for Phase 5 of Heritage Village Park if bonding is awarded.

RECOMMENDATION**ATTACHMENTS**

1. Map_Cole Enterprises and RBG LLC_4-20-2022

Cole Enterprise Inc. and RBG LLC Properties



Cole Enterprise Inc. - IGH		Acres
A	Recreational Fields	6.4
	Office/Commercial	1.0
	Existing ROW	0.3
	Future ROW	1.1
	Total:	8.8

B	Wetland/Buffer	3.0
	Office/Commercial	2.1
	Existing ROW	2.4
	Total:	7.5

C	Office/Commercial	3.8
	Existing ROW	0.5
	Future ROW	2.7
	Total:	7.0

D	Non-developable	5.1
	Developable	1.5
	Total:	6.6

E	Non-developable	2.9
	Developable	1.9
	Existing ROW	0.4
	Future ROW	0.5
	Total:	5.7

F	Non-developable	9.3
	Developable	7.4
	Total:	16.7

G	Non-developable	5.5
	Developable	5.7
	Total:	11.2

H	Non-developable	0.1
	Developable	0.6
	Total:	0.7

RBG LLC		Acres
	Recreational Fields	0.7
	Office/Commercial	5.1
	Existing ROW	0.7
	Total:	6.5

Cole Enterprise Inc. - Eagan		Acres
A1	Non-developable	2.1
	Developable	6.3
	Existing ROW	1.0
	Total:	9.4
B1	Wetland/Buffer	1.7
	Office/Commercial	6.6
	Existing ROW	2.0
	Future ROW	1.7
	Total:	12.0
C1	Recreational Fields	7.2
	Future ROW	1.1
	Total:	8.3

- Approx. Trail Alignment
- Proposed Trail
- Connection to the MN River
- Current Road Right of Way
- Future Road Right of Way
- Office/Commercial
- Greenway
- Proposed Greenway
- Non-Developable
- Developable
- Wetland/Buffer
- Future Recreational Fields

