



Inver Grove Heights Parks and Recreation Advisory Committee

Wednesday, May 10, 2023 at 7:00 PM

8150 Barbara Avenue, Inver Grove Heights, MN 55077

AGENDA

1. Call to Order

2. Roll Call

3. Presentations

A. Tammy Abrahamson, Guest Services Supervisor, VMCC

4. Announcements

A. June PRAC Meeting Wednesday, June 14, 2023

B. July PRAC Meeting Tour – Wednesday, July 12, 5:30 pm

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. Approve April 12, 2023 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. Consider Ordinance Amending City Code Related to Alcoholic Beverages in City Parks

9. Administrative Presentations

A. Updates

1. Argenta Hills & Overlook Ridge Park

2. LSI Play Tour Date- August 3, 9-3 pm

3. PRAC Advisory Commission Update

4. Northwest Area Park Council Presentation – May 15 Work session, 6pm

May 10, 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, April 12, 2023 at 7:00 p.m.**

Televised on Town Square Television

1. CALL TO ORDER:

Chair Cook called the April 12, 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: Curt Ellingboe, Kari Miller, Sandra Christensen, Ben Stone

Parks and Recreation Director Adam Lares, Parks Superintendent Brian Swoboda, Club House Superintendent Matt Moynihan, Golf Course Superintendent Joel Metz

Absent: Commissioners: Willie Krech (excused), Elaine Prickel (excused), William Skar (excused)
Recreation Superintendent Julie Dorshak (vacation)

3. PRESENTATIONS:

A. Inver Wood Golf Course Presentation - Matt Moynihan, Club House Superintendent & Joel Metz, Golf Course Superintendent

Club House Superintendent Matt Moynihan stated that he runs the "front end" of the operations; customer service, sales. He said Superintendent Joel Metz runs the "back half" consisting of the maintenance of all grounds. The following update was given:

- Still snow on the golf course.
- A lot of tree damage from the last storm.
- Driving Range will open tomorrow at 10:00 a.m.
- Hopeful to have the golf course open by the end of next week.
- Youth on Course program. \$30 to be a member. \$5.00 for kids to play on the executive course.
- Foot Golf Course runs within the Executive Golf Course. 18 holes of foot golf within the Executive 9.
- Anniversary Membership. Anticipate doing another program in the fall.
- Implemented new point of sale last year. Positive feedback has been received.
- GPS System came with the last few golf cars. This is free, includes a QR Code, and downloadable App. This follows along on the golf course, tells how far it is to the greens.
- Painted the full interior, new carpeting. The exterior of the building was done in the fall.

Golf Course Superintendent Joel Metz stated he has been with the city and the golf course since 1992. He became the Superintendent in 2015. With a successful 2022, staff believes they will also have a successful 2023.

He responded to a question about the need for any large projects stating the golf course is holding up well. There are only smaller things that would need some work such as the outbuildings and some steps on the course. He has a great staff that works very hard to keep the course in shape.

4. ANNOUNCEMENTS:

A. May PRAC Meeting, Wednesday, May 10, 2023 at 7:00 p.m.

B. Parks & Recreation Advisory Commission seats are open for application through May 1, 2023

There are three (3) seats open. Questions/information can be obtained by contacting Parks and Recreation Director Adam Lares and/or Parks and Recreation Advisory Commission Chair Steve Cook.

5. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of the meeting minutes from March 8, 2023

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

Ayes: 6

Nays: 0 Motion carried.

6. PUBLIC COMMENT:

There were no public comments.

7. UNFINISHED BUSINESS:

8. REGULAR AGENDA:

A. Tree Preservation Policy and Plan

Parks Superintendent Brian Swoboda discussed an official policy for the Tree Preservation Mitigation Fund and Tree Replacement Plan. Highlights follow:

- Policy was passed by the City Council in 2003.
- Provides criteria on the expenditure of funds received when a development does not have room for required reforestation and the City Council approves a payment in lieu of planting.
- The last time the fund was used was in 2016.
- Fund may be used for: Tree planting, maintenance, fertilization, irrigating, pruning, and special needs in the event of a natural disaster.
- Since 2016, four major developers contributed to the fund leaving a balance of \$851,028 as of December 31, 2022.

2023 Plan:

- Plant 25 trees in Argenta Hills Park, add an irrigation system
- Plant 25 trees at Overlook Ridge Park, add an irrigation system
- Vista Pines Park, add irrigation system
- Tree planting in South Valley Park
 - Plan to use the fund for the landscaping portion of the project
- Tree planting at Heritage Village Park, Phase 4
- Citywide maintenance for other trees and shrubs
- Other stormwater related needs:
 - Blackstone Vista – 25 trees
 - Blackstone Ridge – 60 trees
 - Argenta Hills – shrubs
 - Fire Station #2 – around basins

Requesting to spend \$279,150 out of the fund

- In summary: Plan to plant 225 trees and 560 shrubs
- The request leaves a balance of approximately \$545,950 in the fund

Action Requested: Commission to consider recommending approval of the annual city reforestation program through the Tree Preservation Fund to the City Council.

Commissioner Stone asked if clearing buckthorn, vines from trees, forest areas in parks, or around the disc golf course area was not a part of this and was a separate item.

Parks Superintendent Swoboda replied it is separate. With the last snow storm there was major tree damage at the Disc Golf Course with 75-100 trees. Other locations have tree damage. Buckthorn

removal would have a Natural Resource Management Plan for some of the parks and a conservation crew.

Motion by Commissioner Christensen, second by Vice Chair Barker, to recommend approval of the annual city reforestation program through the Tree Preservation Fund to the City Council.

Ayes: 6

Nays: 0 Motion carried.

B. Park Dedication – Staples Land Co.

Parks and Recreation Director Adam Lares discussed the Staples Land Company, located at 10093 Rich Valley Boulevard, and the acceptance of park dedication in the form of cash for a parcel that would be subdivided into four single family residential lots. Staff recommends cash dedication.

- Each lot would be in the amount of \$3,850.
- Four (4) lots = \$15,400.
- There is a trail easement on the north end of the parcel. This easement was for a potential trail in conjunction with Dakota County.
- There is a trail proposed by Dakota County, the Veterans Memorial Greenway, south of this location.
- It would be challenging to put a trail in the northern parcel. If wanting to pursue, there would be a public engagement process.

Motion by Commissioner Miller, second by Commissioner Ellingboe, to approve Park Dedication – Staples Land Co., be in the form of cash.

Ayes: 6

Nays: 0 Motion carried.

9. ADMINISTRATIVE PRESENTATIONS:

A. Park Project Updates

Parks and Recreation Director Lares updated the Commission on the following:

1. South Valley Park Construction & Heritage Village Park Construction

- South Valley Park:
 - Construction will begin in April with completion in the fall
 - Currently working on the closure fencing
- Heritage Village Park:
 - Construction will begin May 1st with completion in the fall
 - Includes roundhouse shelter, bench covering, concrete work, restroom; in anticipation of Phase 5 (no information on bonding yet)

2. Vista Pines Trail Connection Construction

- Recently bid to do two segments of the trail connection from the east into the park
 - Two County trails will go on Argenta Trail, connecting to Vista Pines
- Approved and budgeted
- Construction in spring/summer; completion mid/end of the summer

3. Argenta Hills Park & Overlook Ridge Park Updates

- Council approved to authorize for bids
- Opened bids on March 25th for site work. Bids close April 19th
- Accept bids, award a contract, and approve a budget for both parks at the April 24th City Council meeting

B. Department Happenings

1. Parks Superintendent Update

Parks Superintendent Brian Swoboda provided the following update:

- Crews are working at South Valley Park dismantling the backstop, playground, park amenities, building amenities, and on tree removal.
 - The contractor will knock down the buildings, haul material away, hook up to sewer and water.
 - Grading and excavation to get ready for buildings, playgrounds, trails.
- Crews are doing snow removal and tree damage clean up.
- Put out ballfield bases in 1-2 weeks, tennis and pickleball nets, basketball hoops.
- Spring clean-up: parking lots, trails, boulevards to sweep.
- Turning the water back on in buildings, irrigation systems, drinking fountains.
- Working with Finance on the 5-year CIP (Capital Improvement Plan). There is new software to enter data. Also projecting 10 years.
- Ordering supplies and park amenities.
- Natural Resource Management Plans for parks.
 - Involves buckthorn removal.
 - Entered into a contract with the County called the City Conservation Collaboration.
 - County will pay for 90% of any natural resource management plan maintenance.
 - City is responsible for 10%. This can be in-kind or cash.
 - Three parks were chosen: Seidl's Lake, Heritage Village Park, Harmon/Salem Hills Park. Starting with Seidl's Lake.
- Will be contracting with the Minnesota Conservation Crew for 10 weeks to help out with different projects. Hopeful to be able to get another 6 weeks with them this fall.
- Fence contractor was out at Rich Valley Park doing gate adjustments.
- Door FOB systems are being updated.

Commissioner Stone asked about networking and technology updates.

Parks Superintendent Swoboda replied that he belongs to different associations, sports, turf, parks and recreation, and arborists groups. He attends conferences and classes. He also contacts surrounding cities regarding borrowing, staffing, and advice.

Parks and Recreation Director Lares shared that they are a part of the Recreation and Park Association and the National Recreation and Park Association.

Parks and Recreation Director Lares provided the following recreation update created by Recreation Superintendent Julie Dorshak (absent, vacation):

VMCC:

- 1st Quarter: 619 new memberships
- 3,500 check ins'
- Admissions: 47,000

Events:

- Egg Hunt events were moved indoors due to the weather. 500 participants signed up, about 250 attended.
- Healthy Living Fair: April 19th from 9-12:00 p.m. in the National Guard Armory Gym
 - Event includes speakers, free fitness classes, vendor booths
- Spring Ice Show: April 22nd at the VMCC Ice Arena. 2:00 and 5:00 p.m. shows. \$8.00 per person.

Director Lares stated last year, before his arrival, there was an inquiry from a person who was interested in hosting a large scale, multi-city, softball tournament to take place at the end of August. The permit holder has

requested alcohol distribution at the adults only tournament. This item poses the question about what the ordinance does/does not allow at Rich Valley Park and at all city parks in general.

At the May meeting, staff will introduce a potential ordinance change regarding alcohol at the parks, specifically event destination parks. Rich Valley and South Valley will be considered. Currently those parks allow 3.2 alcohol only. At times alcohol above 3.2 has been on site without authorization. Staff would look at eliminating any usage of alcohol in the park without authorization from the permit/Parks and Recreation Department. This would include additional authorization from the police department. Once recommendations are received from the Commission it would move forward to a Council meeting for a First Reading.

Commissioner Miller asked if it was for the consumption or sale of alcohol.

Parks and Recreation Director Lares responded it was for consumption. The only distribution would be for Rich Valley. This would go through the City Clerk and requires a Liquor License.

Commissioner Christensen asked if it was known what surrounding communities do.

Director Lares replied all of the municipalities that have been requested to host this event either have it, or are introducing similar ordinance changes.

10. COMMISSION COMMENTS:

Vice Chair Barker mentioned if anyone is concerned about the trash outside, to grab a bag and help pick up. This would help staff.

Commissioner's Ellingboe, Miller, Christensen, and Stone had no comment.

Chair Cook mentioned if there was anything anyone wants placed on the agenda, to contact him or Vice Chair Barker.

11. ADJOURN:

Motion by Commissioner Ellingboe, second by Vice Chair Barker, to adjourn the meeting at 8:16 p.m.

Ayes: 6

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sheri Yourczek



Parks & Recreation Advisory Commission Staff Report

SUBJECT: Consider Ordinance Amending City Code Related to Alcoholic Beverages in City Parks

MEETING DATE: May 10, 2023
ITEM TYPE: Regular Agenda
CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

PURPOSE/ACTION REQUESTED

The Parks and Recreation Commission is asked to review the attached ordinance amending the City Code related to alcoholic beverages in city parks and to make a recommendation to the City Council regarding the proposed code changes.

BACKGROUND

The City Code generally prohibits the consumption of alcoholic beverages in city parks, with the exception of 3.2 percent malt liquor, which may be consumed in Rich Valley Park (Rich Valley Athletic Complex) and within 150 feet of the group picnic shelter at South Valley Park, in connection with an event held in the park shelter.

The City has been approached by several permit applicants to host small and large events/gatherings at South Valley Park Shelter, Rock Island Swing Bridge Park Shelter, and Rich Valley Athletic Complex, and would like its participants and spectators to be able to consume alcoholic beverages containing more than 3.2 percent alcohol during the events or tournaments. City staff have met and reviewed the existing city code language and prepared an ordinance that would change the existing language to allow alcoholic beverages containing less than 10% alcohol by volume (ABV) at the following parks:

- South Valley Park and Swing Bridge Park, but only by attendees at a permitted event and only within the group picnic shelter area.
- Rich Valley Athletic Complex, but only by attendees of a permitted event.

Sales of alcoholic beverages would also be allowed at Rich Valley Athletic Complex, but only with a temporary liquor license. Sales and consumption of alcoholic beverages at Rich Valley Athletic Complex would not be allowed at youth-focused events and tournaments.

Alcohol would only be allowed at these three locations through permits. All other parks throughout the city would remain alcohol free per current ordinance.

The PRAC is asked to review the proposed ordinance and make a recommendation regarding its adoption to the City Council.

FISCAL IMPACT

n/a

RECOMMENDATION

Consider the ordinance and make a recommendation to the City Council regarding its adoption.

ATTACHMENTS

1. Ordinance Amending City Code Related to Alcoholic Beverages in City Parks

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE, TITLE 4,
CHAPTER 1, SECTION 16(B) RELATED TO THE POSSESSION AND
CONSUMPTION OF ALCOHOLIC BEVERAGES IN CITY PARKS**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS
FOLLOWS:

Section One. Amendment. Section 4-1-16(B) of the Inver Grove Heights City Code is hereby amended as follows. The ~~struck-out text~~ shows the deleted wording and the underlined text shows the language added to the code:

4-1-16: RESTRICTIONS ON SALES, PURCHASES AND CONSUMPTION:

4. Persons of lawful age may possess and consume ~~3.2 percent malt liquor~~ alcoholic beverages containing not more than ten percent (10%) alcohol by volume (ABV) in original, single-serve, non-glass containers of no more than 16 ounces in size in South Valley Park and Rock Island Swing Bridge Park but only in or within one hundred fifty feet (150') of the group picnic shelter at the park located in the park, and only in conjunction with an event for which the sponsor has obtained a permit from the city to use the group picnic shelter, and only if the person possessing or consuming the 3.2 percent malt liquor alcoholic beverage is an invited guest of the event sponsor. Event sponsors will be required to verify the age of guests eligible to consume alcoholic beverages.

5. Persons of lawful age may possess and consume alcoholic beverages containing not more than ten percent (10%) alcohol by volume (ABV) in original, single-serve, non-glass containers of no more than 16 ounces in size 3.2 percent malt liquor in the Rich Valley Park Athletic Complex, but only in conjunction with an event for which the sponsor has obtained a permit from the City to use the athletic complex for a permitted event, and only if the person possessing or consuming the alcoholic beverage is an invitee of the event sponsor. Sponsors will be required to verify the age of guests eligible to consume alcoholic beverages. subject to such rules and regulations as the city council, by resolution, may from time to time impose. Alcoholic beverages shall not be allowed at any youth-focused events or tournaments.

6. Alcoholic beverages may be sold and consumed at the Rich Valley Athletic Complex pursuant to a temporary on-sale intoxicating liquor license, temporary on-sale 3.2 percent malt liquor license, or one-day consumption and display permit issued under this Chapter. Alcoholic beverages sold pursuant to a temporary license or one-day consumption and display permit may be sold in non-glass containers or plastic or other non-glass cups, and are not required to be sold in original containers. Alcoholic beverages may not be sold at any youth-focused events or tournaments

Section Two. Effective Date. This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Passed in regular session of the City Council of the City of Inver Grove Heights on the ____ day of _____, 2023.

CITY OF INVER GROVE HEIGHTS

By: _____

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk