



Inver Grove Heights Parks and Recreation Advisory Committee

Wednesday, September 13, 2023 at 7:00 PM

8150 Barbara Avenue, Inver Grove Heights, MN 55077

AGENDA

1. **Call to Order**
2. **Recognition**
3. **Roll Call**
4. **Announcements**
 - A. October Meeting – Wednesday, October 18, 2023 at 7:00 pm
5. **Presentations**
 - A. Al Vandehoef, Recreation Coordinator - Active Older Adult Programs
6. **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 September 13, 2023 Agenda
 - B. Approve August 9, 2023 Meeting Minutes
7. **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.
8. **Unfinished Business**

Items that are brought back to the Commission for action from a previous meeting
9. **Regular Agenda**
 - A. Skyview and Oakwood Court Design Selection
10. **Administrative Presentations**
 - A. Subcommittee Activation - Heritage Village Park & Northwest Area Park Development
 - B. Department Happenings
 1. Parks Superintendent Update
 2. Recreation Superintendent Update
11. **Commission Comments**
12. **Adjourn**

September 13, 2023 - Parks and Recreation Advisory Committee Agenda

**City of Inver Grove Heights Minutes of the Proceedings
Of the Parks and Recreation Advisory Commission
City Council Chambers - 8150 Barbara Avenue
Wednesday, August 9, 2023 at 7:00 p.m.**

Televised on Town Square Television

1. Call to Order:

Chair Steve Cook called the August 9, 2023 Parks and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. Roll Call:

Present: Chair Steve Cook, Vice Chair Niki Barker; Commissioner's: Curt Ellingboe, Willie Krech, Sandra Christensen, Tracy Mulcahy, Ben Stone, William Skar, Abby Heidenreich
Parks and Recreation Director Adam Lares, Parks Superintendent Brian Swoboda, Recreation Superintendent Julie Dorshak, Fitness Coordinator Amy Crary

3. Elections:

Parks and Recreation Director Adam Lares conducted the election for the position of Chair.

Commissioner Krech nominated Steve Cook for the position of Chair, Commissioner Skar seconded the nomination.

Ayes: 9

Nays: 0 Motion carried.

Chair Cook conducted the election for the position of Vice Chair.

Commissioner Ellingboe nominated Niki Barker for the position of Vice Chair, Commissioner Stone seconded the nomination.

Ayes: 9

Nays: 0 Motion carried.

4. Announcements:

A. September Meeting: Wednesday, September 13, 2023 at 7:00 p.m.

5. Presentations:

A. Amy Crary, Fitness Coordinator

Fitness Coordinator Amy Crary shared that she has been the coordinator for 19 years. The following update was provided:

- New brochures will be mailed out next week. The website goes live at noon tomorrow.
- There are 3 main categories under Fitness:
 1. Personal Training: There are 8 personal trainers.
 - 30- or 60-minute packages
 - Small group packages
 - New Program: Injury Recovery and Strength RestorationFall personal training special: 5% discount on all packages of 5 or more sessions. New client special is \$15 off the first two, 1-hour sessions.
 2. Fitness Lessons (Specialty Fitness Classes):
 - Individual attention and support in a small group. 16 classes for \$69. Consists of 1-2 classes per week for 8 weeks.

- Classes offered for: Older Adult, Low to Moderate fitness level, and Intense.
- 2 kid's programs: Zumba Kids for ages 5-10 and Youth Instafit for ages 7-11.
- New for fall: Yoga Alignment Seminar, Food for Thought, a collaboration with Arthur Murray Dance Studio offering Swing and Latin Dance with a Holiday Dance Party once completed.
- Jena Radant teaches the diabetes program. This free yearlong prevention program is supported by a grant through Juniper, for people who may have diabetes.

3. **Membership:**

40 drop-in fitness classes are included in the membership. Classes are offered virtually; simultaneously.

Commission discussion points:

- New class offerings come from staff, sometimes from members.
- Juniper now writes all grants, saving staff time.

6. Consent Agenda:

A. Approval of August 9, 2023 Agenda

B. Approve June 14, 2023 Meeting Minutes

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

Ayes: 9

Nays: 0 Motion carried.

7. Public Comment:

There were no public comments.

8. Unfinished Business:

9. Regular Agenda:

A. PRAC Park Tour & LSA Play Tour Experience Feedback

Parks and Recreation Director Adam Lares requested discussion, feedback, and comments for staff from the Parks Tour.

Commissioner Krech asked how soon the parks in the northwest area would be finished.

Director Lares replied staff anticipates completion by fall with a Grand Opening/Ribbon Cutting planned for Spring 2024.

Commissioner Mulcahy appreciated the neighborhood feedback being requested for Skyview and Oakwood Parks tennis courts.

Commissioner Krech referenced South Valley Park's driveway and how some of the dirt hauled away could have been used to widen the driveway and have angled parking. He asked if the parking area would be re-blacktopped.

Parks Superintendent Brian Swoboda replied additional parking will be added to the east end. There will be new blacktop.

Chair Cook asked how many spaces were being added.

Superintendent Swoboda replied 20.

Director Lares asked the Commission if it would be beneficial to look at Capital Improvement Projects such as trail and playground equipment conditions. He asked if there was anything additional the Commission would like to see within the parks system or within the Community Center, Golf Course, or Disc Golf Course.

Commissioner Stone found it beneficial to see the tennis courts that need resurfacing.

Chair Cook asked if tours could be done in the spring and fall.

Director Lares recommended seeing items included in the bidding process for 2024/2025.

Commission feedback was requested on the LSA Play Tour Experience.

Commission discussion revolved around the facility being local, watching where parks begin, the positive attitude of those working there, and all the different playground components.

B. Park Dedication Fees – Bulk Fluid Systems

Director Lares discussed park dedication fees in the form of cash, in the amount of \$5,000, for the platting of a two-lot subdivision located at 8245 Argenta Trail, for Bulk Fluid Systems.

Motion by Commissioner Krech, second by Commissioner Christensen, to accept park dedication fees in the amount of \$5,000 for Bulk Fluid Systems, 8245 Argenta Trail.

Ayes: 9

Nays: 0 Motion carried.

C. Subcommittee Assignments

Director Lares discussed assignments for the following 5 subcommittees:

1. Heritage Village Park Future Phases
 - a. Current Commissioners: Cook, Barker, Krech, Skar
2. South Valley Future Phases
 - a. Current Commissioners: Ellingboe, Krech, Christensen, vacancy
 - b. Commissioner Addition: Mulcahy
3. Northwest Area Park Development
 - a. Current Commissioners: Christensen, Stone, 2 vacancies
 - b. Commissioner Additions: Heidenreich, Ellingboe
4. Comprehensive Park and Recreation System Plan
 - a. Current Commissioners: Cook, Barker, Stone, Skar
 - b. Commissioner Skar will drop from this committee
5. New: Tennis/Pickleball Court Rehabilitation Projects (Skyview & Oakwood Parks)
 - a. Commissioner Additions: Heidenreich, Mulcahy, Skar, Cook

Director Lares shared two scheduled meetings for the Skyview and Oakwood Parks Tennis/Pickleball Courts: August 17th at 6:00 p.m. and September 6th at 6:00 p.m.

10. Administrative Presentations:

A. Heritage Village Park Phase 5 Bonding

Director Lares provided the following update:

- Received bonding for Phase 5 in the amount of \$2 million dollars for the inclusive playground, splash pad, and expansion of the parking lot.

Commissioner Krech mentioned that BFI moved out of the facility near Heritage Village Park. He asked if that area would be purchased by the city.

Director Lares replied the property is being leased out to another company. There have been acquisition conversations.

B. Skyview & Oakwood Tennis Court Project – Update

Director Lares stated the Parks and Recreation Department tries to engage in community engagement as much as possible:

- Postcards were mailed out to 1,300 residents within a 500-foot radius of both parks. The postcards encourage comments and feedback via survey.
- 3 Open Houses the community can attend:

1. Overview: August 22nd at the Community Center
2. Onsite at both locations

The survey runs from August 1-31st. They are currently on Day 9 of the survey and have received 124 comments.

- Signs will be placed at each location indicating the survey and the open houses.
- Feedback and comments will be collected. Staff will work with the newly formed subcommittee.
- A desired design for each site would be brought back to the community from September 15th to October 5th.
- October 18th, staff will present to the Parks and Recreation Commission for a recommendation for a final design.
- Recommendations will go before the City Council.
- Bids in November, with construction in spring 2024.

C. Department Happenings

1. Parks Superintendent Update

Parks Superintendent Brian Swoboda provided the following update:

- Heritage Village Park Phase 4: Footings and frost walls are installed, hooked up to water/sewer. Stormwater lines have been run, plumbing is in the floors, steel structures are on order. Bathroom structure should begin soon.
- South Valley: Water/sewer lines connected to city sewer/water, playground has been installed, curb installed. Started footings and frost walls this week. Grading for trails and preparing for concrete walks.
- Argenta Hills Park and Overlook Ridge Park: Both playgrounds are on site.
 - Overlook Ridge is 75% installed with wrap up by August 24th. Poured in place will be installed on August 25th with completion by August 31st.
 - Argenta Hills paths have been paved, partially restored. Fencing will arrive soon. Installation of this playground will begin on August 24 with completion by September 1st. Poured in place will be installed September 4-8th.
 - Stone park signs have been ordered. Footings will be poured.
- Basketball court at Overlook Ridge has been paved. Color coating will take place soon. Restoration and seeding will begin soon.
- Seidl's Lake Park: In partnership with South St. Paul, Dakota County, and the State of Minnesota. Trail extension, addition, shoreline restoration, habitat improvement. Crews have been working to remove buckthorn and undesirable trees.
 - Getting closer to the partnership with South St. Paul with grading the trail and shoreline restoration.
 - Met with Dakota County and The Friends of the Mississippi River (FMR) to get the Natural Resource Management Plan ready to be presented to the City Council for final approval and get 90% reimbursement for any work done in the future.
- Crews had a busy summer with tournaments, mowing, turf care, irrigation checks, cleaning buildings, and doing the trash.
- At Vista Pines: Irrigation system installation, a small parking lot was added, top dressed with compost, and reseeded.
- Football and soccer fields have been painted.
- River Heights Park: Staff does some mowing and maintenance. FMR contracts out some of the items to be done at this park.

2. Recreation Superintendent Update

Recreation Superintendent Julie Dorshak provided the following update:

- Fall brochure goes to the Post Office tomorrow.
 - A brochure takes approximately 3 months to pull together.
- January through June at the Community Center:
 - In 2022 membership was 1,544. 2023 membership so far: 3,066
- Dana Lindsey is the Customer Service Lead. As a part of the 2024 Budget, staff is recommending to the City Council to increase her hours and take her away from the front desk to focus more on memberships.
- Member check-ins:
 - In 2022: 73,435 members checked in. So far in 2023: 88,392
- Summer programs:
 - Kids ROCK had 162 participants. There were 151 in 2022.
 - Maxed out every day with 90 kids in the building
- Summer Registration: In 2023 there are 27,084 participants in programs
 - There are 399 registered programs
- MN Twins Clinic was held with 120 participants
- Food Truck Event takes place August 17th from 4:30 – 7:00 p.m. at Rich Valley
- Postcards regarding pickleball/tennis were handed out by staff during Night to Unite. Most spoken with wanted more pickleball lessons. Results were mixed on this topic.
- Fall field schedules are in progress. Working with the Football Association, soccer groups, and fall ball at Rich Valley.
- Inver Grove Heights is one of the cities hosting the Gay World Series Softball Tournament beginning August 28th through September 1st. They will be using the fields at Rich Valley from 8:00 a.m. to 6:00 p.m.
- Planning various activities with Inver Grove Heights Days.
 - NEW idea: Community Day at the Community Center on Wednesday, September 6th from 5-8:00. Most activities will be free to the public.

11. COMMISSION COMMENTS:

Vice Chair Barker recommends visiting the Farmer's Market.

Commissioner Krech suggested staff contact Commissioner Joe Atkins regarding the BFI site.

Commissioner Stone mentioned Salem Hills looked good, it was packed. He questioned if a Permit was needed to play at the Disc Golf Course.

Recreation Superintendent Dorshak responded it is encouraged to purchase a membership for \$40.00 for the year, or a daily pass for \$5.00.

Commissioner's Ellingboe, Heidenreich, Mulcahy, Christensen, Skar, and Cook had no comment.

12. ADJOURN:

Motion by Vice Chair Barker, second by Commissioner Krech, to adjourn the meeting at 8:30 p.m.

Ayes: 9

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Sheri Yourczek

Parks & Recreation Advisory Commission Staff Report

SUBJECT: Skyview and Oakwood Court Design Selection

MEETING DATE: September 13, 2023

ITEM TYPE: Regular Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

PURPOSE/ACTION REQUESTED

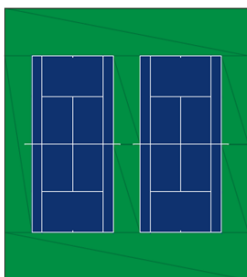
The Park and Recreation Advisory Commission is asked to select a court design for Skyview and Oakwood Parks.

BACKGROUND

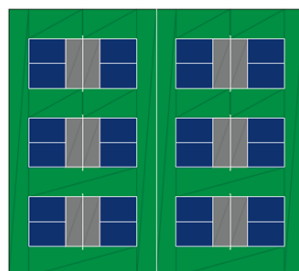
Staff began preparations for two 2024 Park Capital Replacement projects. Both Skyview and Oakwood tennis courts are over 20 years old and are scheduled to be reconstructed given their poor and deteriorating playing surface conditions. Currently, both sites have two single courts, concrete curbing, fencing, and lights. However, given the increasing popularity of pickleball, staff began community engagement efforts in August to explore the possibility of using one or more of the existing court footprints and converting them to pickleball courts.

On July 10, 2023, the City Council approved a contract with Fred Kolkmann Tennis & Sport Surfaces, LLC for design, construction administration, and inspection services for the 2024 reconstruction of Skyview and Oakwood Park tennis courts. As a result, Fred has given three viable options for reconstruction at both locations that will fit the current footprint. The three options include, 1) two single courts, 2) six pickleball courts, 3) a combination (one single tennis and two pickleball). The plan for reconstruction at both sites would include keeping the existing curb, lighting, and fencing with one of the three options. (See design options below) However, given ADA requirements, both locations would get new entrances to comply with those standards. In addition, there would be options for new shade structures and trail improvements.

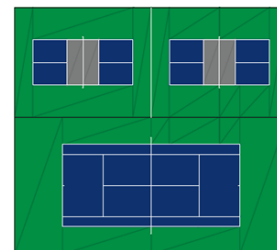
2 Tennis Courts



6 Pickleball Courts



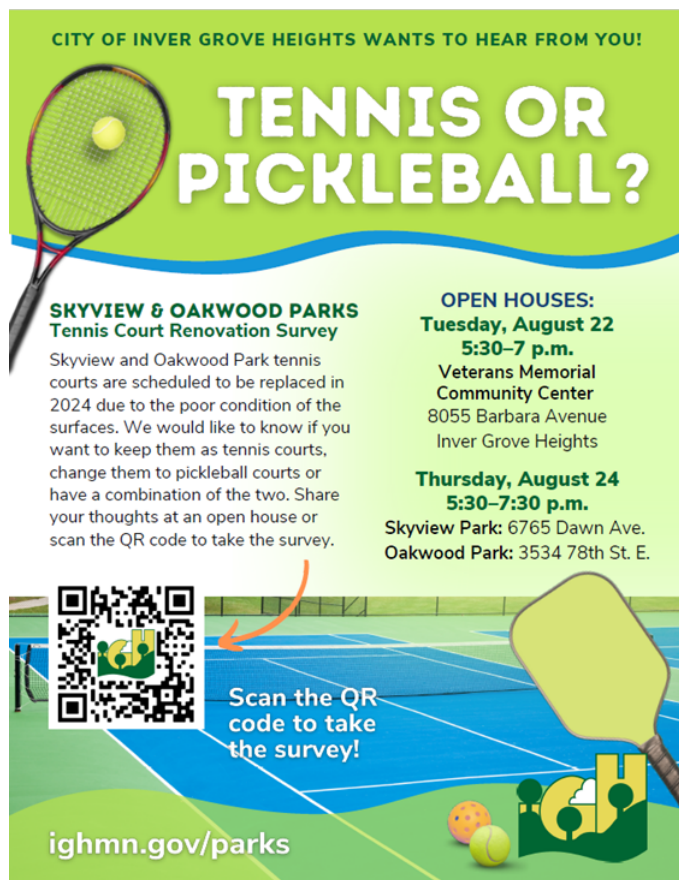
Combination:
1 Tennis
& 2 Pickleball Courts



Beginning on August 1, 2023, staff began community engagement efforts to engage residents on

what they would like to see these courts be resurfaced as. The following engagement efforts have been made to date:

- Survey to community from Aug 1 – Sept 1 (see flyer below)
- Postcard mailer sent to 1300 + residents surrounding both parks (500' radius)
- Posted Yard Sign at all City Courts and high traffic parks
- 3 Open Houses - VMCC and both courts (see flyer below)
- Community Events (Nite to Unit and Food Truck)
- Online/Social Media campaign



As a result of the community engagement efforts, park amenity inventory, and recreation programming needs, the PRAC Tennis Court Reconstruction Subcommittee and staff met on August 30 and September 7, 2023 to review engagement results. The group was charged with providing a recommendation to the full PRAC at its Sept. 13 meeting. The subcommittee unanimously agreed to recommend that Oakwood Court remain and be reconstructed as two single tennis courts and that Skyview be reconstructed as 6 pickleball courts. Parks and Recreation staff agree with the recommendation of the subcommittee.

FISCAL IMPACT

Currently, the preliminary Park Capital Improvement Plan has identified \$500,000 total for both these reconstruction projects at Skyview and Oakwood parks. The funding would come from the Park Capital Replacement Fund.

RECOMMENDATION

Staff recommends Oakwood remain two single tennis courts and Skyview be reconstructed to six pickleball courts.

ATTACHMENTS

None