



Inver Grove Heights Parks and Recreation Advisory Committee

Wednesday, June 12, 2024 at 7:00 PM

8150 Barbara Avenue, Inver Grove Heights, MN 55077

AGENDA

1. **Call to Order**
2. **Swearing In - Commissioners**
3. **Elections**
4. **Roll Call**
5. **Presentations**
 - A. Jamie Muscha, Community Center Manager - VMCC Memberships
6. **Announcements**
 - A. July Meeting - Park Tour Wednesday, July 10, 2024, at 5:00 pm
 - B. Argenta Hills and Overlook Ridge Parks Grand Opening - Thursday, June 27 at Overlook Ridge Park, 6-7:30pm
 - C. South Valley Park Redevelopment Grand Opening - Tuesday, August 27 at South Valley Park, 6-7:30pm
 - D. August Meeting – Wednesday, August 14. 2024 at 7:00 pm
7. **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 Minutes from May 8th, 2024, Meeting
8. **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.
9. **Unfinished Business**

Items that are brought back to the Commission for action from a previous meeting
10. **Regular Agenda**
 - A. Park Tour Locations
 - B. Rock Island Swing Bridge Lighting Project Update

June 12, 2024 - Parks and Recreation Advisory Committee Agenda

C. South Valley Archery Range

11. **Administrative Presentations**

A. Department Happenings

1. Parks Superintendent Update
2. Recreation Superintendent Update

12. **Commission Comments**

13. **Adjourn**

NORTHWEST AREA PARKS

GRAND OPENING!



At Overlook Ridge Park

7499 AUBURN LANE

**THURSDAY
JUNE 27
6-7:30 P.M.**

Food
provided by
**HOMETOWN
MEATS**

**Ribbon
Cutting
EVENT
6:30 p.m.**



**ALSO
CHECK OUT:
Argenta
Hills Park
7250 AGATE
TRAIL**



**JOIN US TO CELEBRATE THE TWO NEWEST
PARKS IN INVER GROVE HEIGHTS!**



**Inver Grove Heights
Parks and Recreation Advisory Commission
City Hall Police Conference Room - 8150 Barbara Avenue
Wednesday, May 8, 2024 - 7:00 p.m.**

1. CALL TO ORDER:

Chair Cook called the May 8, 2024 Parks and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Chair Steve Cook; Vice Chair Niki Barker; Commissioners: Curt Ellingboe, Bill Skar, Sandy Christensen, Ben Stone, Tracy Mulcahy, Willie Krech, Abby Heidenreich

Absent: None.

Others Present: Parks and Recreation Director Adam Lares, Parks Superintendent Brian Swoboda

3. PRESENTATIONS:

A. Rachel Mikel and Chelsea Swenhaugen, Recreation Coordinators – Recreation Programming

Recreation Coordinator Mikel discussed upcoming programming:

- Park Grand Openings
 - Overlook Ridge and Argenta Hills -- June 27th
 - South Valley Park – August 27th
- Collaboration with Reach for Resources
 - Adaptive programming
 - Trainings for staff on inclusion and behavior management
- Adaptive bowling league (in partnership with West St. Paul and Triple Shift Entertainment)
- 34 summer camps (including outdoor education, sports, STEM, horse, skateboarding, musicals)
- 3 summer field trips (in partnership with West St. Paul, South St. Paul, and Mendota Heights)
- Summer recreation intern starts mid-May
- Concert series (formerly Terrific Tuesdays, now Inver Groove Music in the Parks) June through August
- Movie in the Park -- Friday, August 16th
- Touch a Truck – May 11th

Commissioner Skar asked where programming information is posted.

Recreation Coordinator Mikel answered that information is on the website. She is also going to send out a survey to gather feedback that will double as a list of those interested in programming.

Chair Cook asked about how long the summer camps last.

Recreation Coordinator Mikel answered that it depends on the camp; some are one day, some are Monday through Thursday.

Recreation Coordinator Swenhaugen added that Kids Rock is 11 weeks, June 10 to August 23. The program had 158 registrations this year, which is a new record. She said that kids can be dropped off at 7:00 a.m. and stay until 5:30 p.m.

Recreation Coordinator Swenhaugen discussed additional programming, including:

- 30 community garden plots – season is May 11 – August 14

- Food Fest (formerly Food Truck Days) – first event July 18, 4:00 p.m. to 8:00 p.m., with 11 food vendors and a live band. There will be another similar event on Inver Grove Heights Day
- 5th quarter event for middle schoolers – September 13, 9:30 to 11:30 p.m. (in partnership with SPARC/the school district)

Commissioner Ellingboe asked about turnover in community garden plots.

Recreation Coordinator Swenhaugen said this year, 18-19 gardeners returned out of 30.

Commissioner Ellingboe asked about priority registration and/or other benefits for returning gardeners.

Recreation Coordinator Swenhaugen confirmed that there is a two-week priority registration period and an ice cream social towards the end of the season in August.

4. ANNOUNCEMENTS:

A. June Meeting – Wednesday, June 12, 2024, 7:00 pm

5. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of the meeting minutes from January 10, February 14, March 13, and April 10, 2024 Meetings

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

Ayes: 9

Nays: 0 Motion carried.

6. PUBLIC COMMENT:

There were no public comments.

7. UNFINISHED BUSINESS:

There was no unfinished business.

8. REGULAR AGENDA:

A. 2024 Tree Replacement Plan

Parks Superintendent Swoboda reviewed the annual plan on use of the Tree Preservation Fund to cover tree purchase, planting, and maintenance, including the following projects totaling \$262,500:

- Plant 40 citywide trees
- Plant 30 trees each at Argenta Hills Park and Overlook Ridge Park (carried over from 2023 plan)
- Irrigation at Vista Pines (4 acres, carried over from 2023 plan) and Heritage Village Park (8 acres)
- Citywide tree and shrub maintenance, including mulching, stump grinding, and hazardous tree removal

Chair Cook asked about tree varieties planted.

Parks Superintendent Swoboda answered that plantings include a variety of native species, and mentioned locust, oak, and hackberry as examples.

Chair Cook asked what irrigation projects involve.

Parks Superintendent Swoboda answered adding sprinklers.

Commissioner Mulcahy asked about B&B versus container trees.

Parks Superintendent Swoboda answered that B&B stands for ball and burlap. These trees are typically 2"-4" in diameter and 8'-10' tall. Container trees are smaller in diameter and 5'-8' tall. Availability is often the deciding factor.

Commissioner Mulcahy asked about replacing nursery trees at Salem Hills Park.

Parks Superintendent Swoboda answered that vacancies were not replanted this year. More space is being sought for community gardens, so the nursery space may be used for that to take advantage of the water supply nearby.

Commissioner Christensen asked whether tree purchases involve bids.

Parks Superintendent Swoboda answered yes; there are usually 2-3 quotes.

Commissioner Krech asked about the four dead ash trees on Broderick Boulevard.

Parks Superintendent Swoboda answered that sometimes, the HOA near a development is responsible for tree maintenance in the median and/or right-of-way.

Commissioner Krech asked about replacement of boulevard trees.

Parks Superintendent Swoboda answered that right-of-way/boulevard trees can be removed, but not replaced, per the ordinance. If citizens/residents want to replant, they can, but it must be out of the right-of-way.

Commissioner Stone asked whether fruit trees are considered for planting.

Parks Superintendent Swoboda said that it's been tried in the past, but most consumers were deer, so this has not been prioritized.

Commissioner Krech asked if Parks notifies property owners about dead ash trees.

Parks Superintendent Swoboda said that ash removal has been ongoing for 12 years, and close to 1,500 trees have been removed, prioritizing parks, golf course, and road right-of-ways. The remaining trees are on private property or within forested areas within parks, and the priority currently is to address trees that present potential hazards.

Commissioner Krech asked for clarification.

Parks Superintendent Swoboda said that local ordinances support tree removal, and both Parks and Code Enforcement work with property owners on addressing problems.

Commissioner Ellingboe asked about whether both male and female trees are planted.

Parks Superintendent Swoboda said that there is no policy on that; it depends on what the nursery provides.

Parks Superintendent Swoboda said that the current balance of the Tree Preservation Fund is \$769,000.

Chair Cook asked about how funds are replenished.

Parks Superintendent Swoboda responded that when developers remove trees, they're required to pay into the Tree Preservation Fund.

Parks Superintendent Swoboda asked the Parks and Recreation Advisory Commission to consider recommending approval of the 2024 Tree Replacement Plan to the City Council.

Motion by Commissioner Krech, second by Commissioner Christensen, to approve the Tree Replacement Plan.

Ayes: 9

Nays: 0 Motion carried.

B. Heritage Village Park Splash Pad Survey Results

Parks and Recreation Director Lares presented the results of the Heritage Village Park Splash Pad survey, which ran on the City's website and social media platforms through March.

Chair Cook asked about the landscaping near the splash pad.

Parks and Recreation Director Lares said that there will be shrubs and plantings, in order to avoid grass clippings near the splash pad. The grass areas will be outside the play areas.

Chair Cook asked about fencing in the whole area.

Parks and Recreation Director Lares answered that the goal is to leave some areas open to create a welcoming atmosphere.

Chair Cook asked about the potential for injury with the Aquaflex material.

Parks and Recreation Director Lares answered that it's a bit more cushioned than concrete.

Commissioner Heidenreich asked about maintenance of Aquaflex.

Parks and Recreation Director Lares answered that power-washing should address most issues, without the need for sealing.

Parks and Recreation Director Lares summarized the 49 survey responses as mostly positive and added that there were also many excited comments left on social media. Some people suggested adding similar splash pads at Rich Valley and South Valley.

Parks and Recreation Director Lares presented the following list of next steps for the site:

- 1) Finalize irrigation plan for trees/shrubs
- 2) Bring bids to Council on earth work, concrete work, extending the parking lot
- 3) Construction to begin hopefully in fall of 2024
- 4) Project completion hopefully in 2025

Chair Cook thanked Parks and Recreation Director Lares, Parks Superintendent Swoboda, and the Council for their work.

Parks and Recreation Director Lares thanked the Parks and Recreation Advisory Committee for their support.

9. ADMINISTRATIVE PRESENTATIONS:

A. Department Happenings

1. Parks Superintendent Update

Parks Superintendent Swoboda updated the Commission on the following:

- South Valley
 - Concrete work is near complete, the fire pit has been installed, and Xcel plans to get power on site mid-May.

- Remaining work includes plumbing, epoxying the floors, adding fixtures in bathroom and kitchenette, testing lights and utilities, landscaping, adding blacktop on parking lot, and installing site amenities
- Heritage Village Park
 - Painting, siding, and concrete work have been completed
 - Some remaining work, similar to South Valley
- Skyview and Oakwood Park Tennis Courts
 - Blacktop has been torn out at both sites, and grading and first lift of blacktop done on both courts
 - Remaining work includes the second lift, then the 30-day waiting period to cure before coating
- Continued work on asset management per Capital Improvement Plan
- 2 of 15 seasonal workers have started
- Field preparation and maintenance work continues (overseeding, painting, etc.) -- citywide athletic fields are getting a lot of use
- Finishing spring irrigation startup
- Helping Recreation as needed for programming
- Preparing the community garden plots

Chair Cook asked whether the opening date for South Valley has changed.

Parks and Recreation Director Lares said finalizing some items might take until early June, but reservations are open now for reservations starting July 8th.

2. Recreation Superintendent Update

Parks and Recreation Director Lares shared the following on behalf of Recreation Superintendent Dorshak:

- The new Community Center Manager, Jamie Muscha, recently started. She will introduce herself at the June meeting.

B. Parks and Recreation Director Updates

Parks and Recreation Director Lares said that he and Parks Superintendent Swoboda would create a plan for the July tour meeting.

10. COMMISSION COMMENTS:

Commissioner Barker wished a happy Mothers' Day to moms.

Commissioner Ellingboe thanked the Commission and said that he has enjoyed getting a closer look at what Parks and Recreation does.

Commissioner Krech asked Parks Superintendent Swoboda about the slab being poured at South Valley.

Parks Superintendent Swoboda clarified it's part of a trail that will wrap around the building.

11. ADJOURN:

Motion by Commissioner Ellingboe, second by Commissioner Barker, to adjourn the meeting at 8:00 p.m.

Ayes: 9

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Wilfred Clashe



Parks & Recreation Advisory Commission Staff Report

SUBJECT: Park Tour Locations

MEETING DATE: June 12, 2024
ITEM TYPE: Regular Agenda
CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

PURPOSE/ACTION REQUESTED

Discussion on which park locations the commission would like to tour.

BACKGROUND

In preparation for the July 2024 Park Tour, staff is requesting the PRAC discuss which parks they would like to visit. Staff recommends the following park locations to visit.

Heritage Village Park
South Valley Park
Skyview Park (Pickleball Courts)
Oakwood Park (Tennis Courts)
Veterans Memorial Community Center Park
Southern Lakes Park
Groveland Park

These parks are recommended given current construction and potential redevelopment in 2025.

FISCAL IMPACT

n/a

RECOMMENDATION

n/a

ATTACHMENTS

None



Parks & Recreation Advisory Commission Staff Report

SUBJECT: **Rock Island Swing Bridge Lighting Project Update**

MEETING DATE: June 12, 2024

ITEM TYPE: Regular Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

PURPOSE/ACTION REQUESTED

Staff will provide an update on the Rock Island Swing Bridge Project

BACKGROUND

Staff will provide an update on the Rock Island Swing Bridge project, including a detailed timeline for its progress. The update will feature photos of proposed lighting designs and an overview of the next steps required for council approval. Additionally, staff will outline the projected timeline for key milestones and completion of the project. This comprehensive update aims to keep the commission informed about the status and future plans for the Rock Island Swing Bridge.

FISCAL IMPACT

n/a

RECOMMENDATION

n/a

ATTACHMENTS

None



Parks & Recreation Advisory Commission Staff Report

SUBJECT: South Valley Archery Range

MEETING DATE: June 12, 2024
ITEM TYPE: Regular Agenda
CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587
Brian Swoboda, Parks Superintendent, 651.450.2582

PURPOSE/ACTION REQUESTED

Staff will be introducing the potential advancement of part of Phase 2 - Archery Range at South Valley Park.

BACKGROUND

South Valley Park is a 93-acre Community Park that is centrally located within the City and provides both active and passive recreational opportunities for residents and visitors.

In 2017, with support from the Statewide Health Improvement Partnership (SHIP), the Minnesota Department of Health, and Dakota County Health Department, City staff worked with the Park and Recreation Advisory Commission (PRAC), HKGI (design consultant), and residents to develop an Active Living Master Plan for North and South Valley Parks. This work resulted in the City adopting a North/South Valley Park Master Plan and identifying the South Valley Park renovation as a priority project.

In 2019, the City contracted with HKGI to develop concept designs based on the approved master plan for South Valley Park. This work was completed in collaboration with staff, residents and a PRAC subcommittee specifically focused on South Valley Park improvements. Community engagement opportunities were provided through a series of public meetings held in parks.

As a result, the concept design was developed around four primary goals:

- Increase accessibility for people of all ages and abilities
- Enhance placemaking and design to create a natural-themed, signature park
- Expand areas for larger gatherings and events
- Open circulation and sightlines, allowing a variety of activities to occur simultaneously

Following the collaborative design work, in March of 2020 the City Council approved an updated South Valley Master Plan that included improvements to or creation of the following:

- Picnic shelter/restrooms/utilities
- Playground
- Parking lot resurfacing/add parking stalls
- Park furnishings/amenities/signage
- Natural trail loops/boardwalk
- Relocating disc golf holes

- Archery Range
- Pedestrian park access
- Community Garden
- Connecting trails
- Performance area
- Lookout tower

The PRAC grouped these improvements into the following phases:

Phase 1: Activity Area (2021/2022)

- Playground
- Picnic Shelter
- Performance Area
- Parking Lot extension
- All associated trail connections and amenities associated with the new Activity Area

Phase 2: Archery and Trail Loop (TBD)

- Natural surface trail loop
- Boardwalk connections
- Retaining wall
- Interpretive signage
- Archery range

Phase 3: Western Bluff Area (TBD)

- Community Garden
- Lookout Tower
- Trail Link

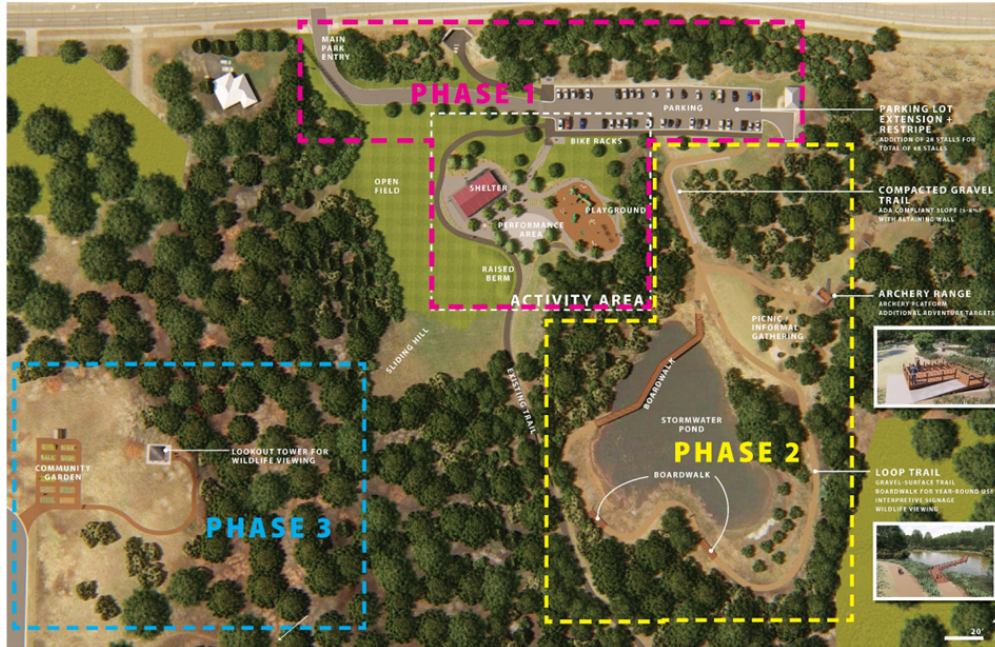
With Phase 1 near final completion and given the mild winter we just had, parks maintenance staff were able to complete significant clearing of the future area of Phase 2's Archery Area ahead of schedule and without incurring additional capital costs for the city. Inver Grove Heights has seen significant interest in recreational archery in recent years. For the past five years, spring, summer, and fall youth archery activities have been offered at Groveland Park, utilizing the outdoor hockey boards with added safety netting. While this setup has served its purpose, staff identified a need for enhancements, especially regarding safety measures and the overall participant experience.

As indicated earlier, the South Valley Park Master Plan, which was approved by the Council in March 2020, includes the establishment of an archery range in the northeast area of the park as part of Phase 2 of the park redevelopment. Staff plan to introduce plans for advancing Phase 2 with the PRAC and discuss potential next steps before bringing recommendations back to the Council to advance work on the Phase 2 archery range.

SD AND
GRANTWRITING
CONTRACT:
HKGi W/ OERTEL

- FALL 2019** ● HKGi (and Oertel) work with City staff to create phasing plan and Schematic Design for Phase 1
- JAN 2020** ● Community Open House
- MARCH 2020** ● MnDNR Outdoor Recreation Grant application submittal for Phase 1 renovation, using Schematic Design

CONCEPT SITE PLAN



DESIGN CONSIDERATIONS

Ideas that you see presented were identified during the master planning effort in 2017 and have been further developed in the schematic design process.

- Accessibility**
finding ways to make access to new park features accessible all ages and abilities with wide, low-slope paths and inclusive play equipment
- Natural theme**
choosing playground equipment and shelter materials that reference natural materials like wood and stone
- Space for more people and events**
expanding the size of the picnic shelter, integrating a multi performance space for outdoor concerts or educational events increasing the size of the playground
- Design for many uses**
organization of the activity area with open circulation allow families and events to use the common spaces in a variety of ways, simultaneously.

FISCAL IMPACT

n/a

RECOMMENDATION

n/a

ATTACHMENTS

None