



Inver Grove Heights Parks and Recreation Advisory Committee

Wednesday, April 8, 2026 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. May Meeting – Wednesday, May 13, 2026, at 7:00 pm
 - B. Commission Application Deadline May 4, 2026
 - C. Heritage Village Park Inclusive Playground and Splash Pad — Grand Opening Celebration Wednesday, June 17, 2026, 6:00pm – 7:30pm
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 Meeting Minutes from March 11, 2026
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. Lighting Policy Discussion — Rock Island Swing Bridge
 - B. Park Tour Locations
9. **Administrative Presentations**
 - A. Recreation Superintendent Update
 - B. Parks Superintendent Update
 - C. Parks and Recreation Director Update
10. **Commission Comments**
11. **Adjourn**

April 8, 2026 - Parks and Recreation Advisory Committee Agenda

**Inver Grove Heights
Parks and Recreation Advisory Commission
City Hall Council Chambers - 8150 Barbara Avenue
Wednesday, March 11, 2026 - 7:00 p.m.**

1. CALL TO ORDER:

Chair Cook called the March 11, 2026, Parks and Recreation Advisory Commission Meeting to order at 6:00 p.m.

2. ROLL CALL:

Present: Chair Steve Cook; Commissioners: Bill Skar, Luisa Torres, Niki Barker, Lukas Johnson, Kurt Stangler, Tracy Mulcahy, and Abby Heidenreich

Absent: Sandy Christensen

Others Present: Inver Wood Golf Course Club House Superintendent Moynihan Parks Superintendent Brian Swoboda, Recreation Superintendent Julie Dorshak,

3. PRESENTATIONS:

A. Matt Moynihan, Inver Wood Golf Course Club House Superintendent

Club House Superintendent Moynihan provided a comprehensive overview of Inver Wood Golf Course operations, emphasizing strong financial performance, high utilization, and continued reinvestment in the course. The facility has grown significantly, recording over 79,000 rounds with an average utilization rate of approximately 86%, nearly doubling from prior years, largely driven by a successful anniversary membership program that increased participation and revenue across all areas of the operation.

Programming remains a key priority, with a wide range of offerings designed to engage all age groups and skill levels. These include free junior clinics, group and private lessons, family golf initiatives, and established leagues for women, men, and seniors. These programs are structured to introduce new players to the game, build long term engagement, and support retention, while maintaining accessibility through affordable pricing and flexible scheduling.

Operationally, current efforts are focused on staffing, training, and technology upgrades. Seasonal staffing remains a challenge, though retention rates of approximately 68% to 72% provide consistency. Significant time has been invested in implementing a new point of sale system, requiring staff training and operational adjustments. Additionally, new GPS equipped golf carts with geofencing capabilities will improve course management, enhance safety, and create future opportunities for marketing and customer service improvements.

Chair Cook asked how the anniversary program works and whether enrollment is still available.

Club House Superintendent Moynihan explained that the anniversary membership program is designed to increase course utilization by targeting casual and beginner golfers who typically play 8 to 12 rounds per year. The program was highly successful, selling out in four days and significantly boosting participation and revenue through increased play and additional spending on amenities.

Members receive access to available tee times within a 3-day booking window, using remaining inventory after standard reservations are made. While there are blackout periods on weekend mornings and holidays, the program offers flexible access throughout the week. The pricing structure

provides strong value, allowing members to break even after only a few rounds per year, while also encouraging repeat play and word of mouth promotion that benefits the course overall.

Chair Cook asked whether participants are required to use a cart or if walking the course is allowed.

Club House Superintendent Moynihan confirmed that players are allowed to walk the course.

Chair Cook asked whether programming is largely consistent with last year or if there are any new initiatives or ventures being introduced this year.

Club House Superintendent Moynihan stated that there are no significant new initiatives this year, with a continued focus on programs that have proven successful. He emphasized a deliberate approach to evaluating new ideas, often allowing trends to play out before adopting them.

He noted that while expanding leagues and programming is often suggested, the priority remains maintaining open tee time availability for the public. Limiting leagues, particularly during peak times, supports greater access, customer satisfaction, and overall revenue, reinforcing Inver Wood's strategy of maximizing play opportunities rather than over scheduling structured programming.

4. ANNOUNCEMENTS:

A. April Meeting – Wednesday, April 8, 2026, at 7:00 p.m.

5. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of Meeting Minutes from February 11, 2026, Meeting

Motion by Commissioner Barker, Second by Commissioner Johnson to approve the February Minutes and the Consent Agenda.

Ayes: 8

Nays: 0 Motion carried.

6. PUBLIC COMMENT:

There was none.

7. UNFINISHED BUSINESS:

There was no unfinished business.

8. REGULAR AGENDA:

A. 2026 Tree Replacement Plan

Parks Superintendent Swoboda stated that the Tree Replacement Policy was approved by the City Council on February 10, 2003, and requires an annual tree replacement plan prepared by the Parks Division, submitted to the Park & Recreation Advisory Commission for review, and forwarded to the City Council for approval.

The Tree Preservation Fund allows expenditures for the City's Reforestation Program, including tree purchase, planting, and maintenance activities such as irrigation, tree staking, fertilization, and pruning until trees are established, as well as for special needs in response to natural disasters or other identifiable circumstances. Annual expenditures cannot exceed 50% of the fund balance or reduce the balance below \$10,000 without specific Council approval.

The proposed 2026 Plan includes Citywide Parks hazardous tree removal of 100 trees for \$15,000, tree plantings of 50 trees for \$25,000, stump grinding of 50 stumps for \$4,000, landscape maintenance including 300 cubic yards of mulch for \$6,000, invasive control through goat grazing at multiple sites for \$35,000, and City Stormwater Northwest Basin plantings with 125 container stock trees for \$13,000, totaling \$98,000.

The Tree Preservation Fund (Fund 443) balance as of February 2026 is \$502,842. The policy permits expenditures of up to 50% of the fund annually. After the proposed 2026 plan of \$98,000, the remaining balance is approximately \$404,842.

The Park and Recreation Advisory Commission is requested to consider recommending approval of the 2026 Tree Replacement Plan as presented, utilizing the Tree Preservation Fund, to the City Council. Staff recommends that the Commission forward a recommendation of approval.

Chair Cook asked how funds are allocated into the fund.

Parks Superintendent Swoboda explained that funds are generated from developers who remove trees and are required to either replant trees or contribute cash to the fund.

Commissioner Mulcahy asked whether this fund is separate from the Park Dedication Fund.

Parks Superintendent Swoboda confirmed that it is separate.

Commissioner Torres asked how a hazard tree is defined in the plan.

Parks Superintendent Swoboda explained that hazard trees are those that pose a risk due to factors such as proximity to people or vehicles, storm damage, lightning strikes, or overall deterioration.

Commissioner Torres noted that the plan identifies 100 trees for removal but only 50 for replacement.

Parks Superintendent Swoboda explained that these figures are general estimates based on prior years and may vary annually.

Chair Cook asked why 100 removed trees would not be replaced one for one.

Parks Superintendent Swoboda explained that many hazard trees are in wooded or natural areas, such as near trails or parking lots, where replacement planting is not always appropriate compared to maintained park areas.

Motion by Commissioner Stangler, Second by Commissioner Skar to recommend approval of the 2026 Tree Replacement Plan to the City Council.

Ayes: 8

Nays: 0 Motion carried.

B. Park Dedication – Glenlin Development

Parks Superintendent Swoboda explained that, per City Ordinance, the Parks and Recreation Advisory Commission provides a recommendation to the City Council regarding the acceptance of

park dedication in the form of land, cash, or a combination of both. The recommendation is based on the availability of park or open green space in the vicinity of the proposed development, and park dedication requirements are determined by residential type, including \$3,825 per single family unit, \$4,000 per townhome, and \$4,900 per apartment unit.

The Glenlin Development is proposed at 70th Street West and Argenta Boulevard and includes 33 single family homes and 196 apartment units.

Staff recommends that the park dedication requirement for this plat be satisfied through cash in-lieu of land. Based on the proposed development, the calculation includes 33 single family units at \$3,850 totaling \$127,050 and 196 apartment units at \$4,900 totaling \$960,400, resulting in a total park dedication fee of \$1,087,450 owed.

The Park and Recreation Advisory Commission is requested to recommend that the City Council accept Park Dedication Fees in the form of cash in the amount of \$1,087,450 for the Builder Lot Group, LLC Development.

Chair Cook stated that, given the proximity of an existing park, there is likely no interest in developing the land for an additional park.

Parks Superintendent Swoboda confirmed this understanding and noted that the Parks and Recreation Director discussed the potential to acquire land north of 70th Street, which could serve as a future park location near the development.

Commissioner Torres asked whether there could be concerns from future residents if park dedication funds are collected in lieu of land, particularly if no park is developed within the area.

Parks Superintendent Swoboda explained that Argenta Hills Park, located nearby, satisfies park access needs, and the development will also include amenities such as a clubhouse, fitness room, pool, and playground, which supports the decision to accept cash rather than land.

Commissioner Torres asked whether the approximately \$1,000,000 collected would go into a general fund or be designated for specific use.

Parks Superintendent Swoboda clarified that the funds are designated for the acquisition and development of future parkland.

Commissioner Mulcahy asked how park dedication fees are calculated for different housing types and why the amounts vary.

Parks Superintendent Swoboda explained that the fee structure was updated in recent years based on comparisons with surrounding cities, with different rates established for single family homes, apartments, and condominiums, reflecting regional averages and development trends.

Commissioner Johnson noted that the calculation is based on the desirability and density of units, with apartments typically reflecting a higher impact.

Motion by Commissioner Johnson, Second by Commissioner Stangler to recommend that the City Council accept Park Dedication Fees in the form of cash in the amount of \$1,087,450 for the Builder Lot Group, LLC Development.

Ayes: 8

Nays: 0 Motion carried.

C. Park Dedication – Dawson Woods Development

The Dawson Woods Development is proposed at the corner of Yankee Doodle Road and Argenta Trail and includes 46 townhomes located on the Eagan and Inver Grove Heights border.

This development falls within an area governed by a 1997 Joint Powers Agreement between the City of Eagan and the City of Inver Grove Heights related to water and sewer connections, which impacts park dedication fees. Although the development is within Inver Grove Heights City boundaries, it will connect to Eagan's water and sewer system at no cost and is therefore required to pay park dedication fees to Eagan.

Staff recommends that the park dedication requirement for this plat be satisfied through cash In-lieu of land, with a calculation of 46 single family units at the Eagan rate of \$4,830 totaling \$222,180.

The Park and Recreation Advisory Commission is requested to recommend that the City Council accept Park Dedication Fees in the form of cash in the amount of \$222,180 for the Pulte Homes Development.

Chair Cook asked for clarification on what the arrangement means.

Parks Superintendent Swoboda explained that the City is required to use Eagan's rate, as it is the higher of the two, and Eagan receives the funds.

Chair Cook asked to confirm that none of the funds come to the City and referenced a similar prior arrangement.

Parks Superintendent Swoboda noted that a recent apartment development near the Casey's location operated under a similar agreement.

Commissioner Torres asked why Eagan receives the funds and whether the development is located on the Eagan side.

Parks Superintendent Swoboda explained that Eagan owns the water and sewer utilities serving the development, and under the Joint Powers Agreement established in 1992, Eagan collects the associated fees.

Chair Cook noted that without this arrangement, the City would have incurred costs to install the necessary infrastructure.

Parks Superintendent Swoboda added that at the time, Eagan's infrastructure was closer and more cost effective, leading to the Joint Powers Agreement for utility service.

Commissioner Skar asked whether the agreement has a defined end date.

Parks Superintendent Swoboda stated that there is no specific end date and suggested it may continue until the remaining developable land within the agreement area is built out.

Chair Cook asked whether the agreement would naturally conclude once adjacent land is fully developed.

Parks Superintendent Swoboda confirmed that it would conclude once the surrounding land is fully developed.

Motion by Commissioner Skar, Second by Commissioner Mulcahy to recommend that the City Council accept Park Dedication Fees in the form of cash in the amount of \$222,180 for the Pulte Homes Development.

Ayes: 8

Nays: 0 Motion carried.

9. ADMINISTRATIVE PRESENTATIONS

A. Recreation Superintendent Update

Recreation Superintendent Dorshak updated the Commission on the following:

- VMCC 2025-year end results showed strong performance, with \$702,459 transferred from the Host Community Fund compared to a \$907,675 budget, an improvement of over \$205,000. Cost recovery was approximately 83%, with a goal for next year to meet a projected budget of around \$700,000 and increase cost recovery to 85% to 90% while maintaining a balance between revenue and community access to services.
- Community Center indoor playground, Bright Side Play Zone, is progressing well, with a marquee and mural installation planned for early May, final details such as rules and fees underway, and an anticipated opening in early June.
- West rink is being converted to turf, with installation complete and opening scheduled for March 16.
- Kids Rock summer camp registration opened March 9, with 80 participants already enrolled. The program accommodates up to 90 participants per day across three classrooms, with expectations to reach participation levels like last year's total of 159,
- Summer intern hiring attracted 25 applicants, with one candidate selected for a 12-week position from May through August.
- New software implementation is progressing well, with staff actively training and configuring complex program, membership, and pricing structures. The system requires internal setup rather than full vendor implementation, including organizing data, testing customer facing views on the website and future mobile app, and refining reporting capabilities, which are currently limited in the existing system.
- Community garden registration opens next week, with 30 plots available and consideration of expansion based on waitlist interest.
- Annual egg hunts scheduled next weekend, including flashlight, traditional, and aqua egg hunts, with over 200 participants already registered.
- Mosaic bench project had strong participation and will continue with a new session on March 28, with one bench placed at Simley Island and another at the Community Center playground as part of the Unity Trail project.
- The Summer brochure has been mailed, with program registration opening at noon on Thursday, March 12.

C. Parks Superintendent Update

Parks Superintendent Swoboda updated the Commission on the following:

- Weather variability continues to impact operations, with recent warm conditions followed by expected snow, while staff continue preparing for spring and summer athletics.
- Skating season concluded around President's Day, with rapid ice deterioration due to warming temperatures, followed by cleanup activities including removing mats, goals, and final building cleaning.
- Skyview rink maintenance included removal of sand used to support ice adherence.
- Ongoing tree trimming across multiple parks, with crews working daily to maintain park conditions.
- Picnic table repairs completed, with over 100 tables refurbished, including board replacement and repainting.
- Rich Valley concession stand renovation is underway, including new refrigerator and freezer installation, floor updates, and fresh paint in preparation for summer use.
- Equipment prepared for spring operations, with some snow removal equipment temporarily put back into use due to potential changing weather conditions.
- Staff assisted VMCC with turf installation, currently approximately 75% complete and settling.
- Aerator has been removed from Gun Club Lake, with signage in place for removal after ice out; the lake has remained open since removal, with no current concerns regarding fish oxygen levels.
- Ongoing cleanup efforts include debris removal, parking lot maintenance, and sod repair following winter damage.
- Coordinating with vendors to order spring supplies, including fertilizer, seed, chalk, and athletic field materials.
- Seasonal hiring is complete, with a strong number of returning staff supporting operations.
- Coordination underway with recreation staff and contractors to finalize athletic field layouts and schedule field painting, anticipated in mid-April.
- Working on contracts for a 6 to 8 week summer conservation crew and coordinating goat grazing services for the season.

Commissioner Torres asked whether the archery area project has been completed, noting that some items were previously pending.

Parks Superintendent Swoboda noted that a few targets still need to be adjusted and anchored, and a school group has offered to donate benches for a parent viewing area near the parking lot to allow observation from above.

Recreation Superintendent Dorshak added that the group is SPARC, which is involved in anti-alcohol and vaping initiatives at the Senior High School.

Parks Superintendent Swoboda confirmed and noted that installation will require curb cutting, concrete work, and placement of the benches.

Chair Cook asked whether there are plans to expand the archery area or offer programming for adults.

Recreation Superintendent Dorshak indicated that expanding programming for both youth and adults is desired; however, current offerings are limited due to a need for qualified instructors. Both archery and tennis instructor positions are currently posted, and without filling these roles, classes cannot be offered. She noted that training support is available if a suitable candidate is found.

Commissioner Mulcahy asked where goat grazing will occur this summer.

Parks Superintendent Swoboda stated that grazing will begin in South Valley to address regrowth from last year, with additional areas south of the well house targeted for invasive species management. A Minnesota Conservation crew will assist by cutting and treating larger invasive plants before goats return to graze, creating a coordinated approach between crews and grazing efforts.

10. COMMISSION COMMENTS:

Commissioner Johnson provided a lacrosse update, noting youth programming will begin soon, with preseason practices underway at the high school and summer details included in the brochure.

11. ADJOURN:

Motion by Commissioner Johnson second by Commissioner Barker to adjourn the meeting at 8:10 p.m.

Ayes: 8

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Tammy Greenlee.



**Parks & Recreation Advisory Commission
Staff Report**

**SUBJECT: Lighting Policy Discussion — Rock Island Swing
 Bridge**

MEETING DATE: April 8, 2026
ITEM TYPE: Regular Agenda
CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

PURPOSE/ACTION REQUESTED

Provide feedback and direction to staff on the development of a lighting policy for the Rock Island Swing Bridge, taking into consideration light colors, programming themes, scheduling, and the potential for public requests.

BACKGROUND

In July 2025, the Rock Island Swing Bridge was illuminated with more than 20,000 LED lights, installed both internally and externally. This system enhances safety lighting while also providing advanced capabilities for dynamic light shows and color-changing effects on the bridge and at the park entrance arches.

At the time of installation—and currently—the City does not have a formal lighting policy to guide color selection, scheduling, or decision-making authority. Presently, lighting is programmed by the Communications and Marketing Specialist to demonstrate the versatility of the system. Light displays are not aligned with specific holidays, themes, or community requests, and are instead designed to showcase the technology’s capabilities.

The current lighting schedule includes programmed light shows from 6:00 p.m. to 10:00 p.m., with shows beginning on the quarter hour and lasting approximately 5–7 minutes. Between shows, a static interior color is displayed. After 10:00 p.m., when the park closes, the bridge remains illuminated in a single color for safety purposes until the following morning.

At the time of the bridge’s opening, the City indicated that a formal lighting policy would be developed. This policy would establish guidance on color usage, scheduling, and potential accommodations for holidays, events, and public requests. Given the flexibility of the lighting system—capable of producing a wide variety of colors and effects—clear direction is needed to ensure consistent and appropriate use.

This agenda item is intended to gather Commission input on what should and should not be included in the policy. Feedback provided will guide staff in preparing a draft policy. The draft will be brought back to the Commission for further review, either at a regular meeting or work session. Following Commission recommendation, the policy will be forwarded to the City Council for final review and adoption.

FISCAL IMPACT

RECOMMENDATION

ATTACHMENTS

None



**Parks & Recreation Advisory Commission
Staff Report**

SUBJECT: Park Tour Locations

MEETING DATE: April 8, 2026
ITEM TYPE: Regular Agenda
CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

PURPOSE/ACTION REQUESTED

Staff requests that the PRAC discuss and identify parks and facilities to be included in the July 2026 Park Tour. .

BACKGROUND

In preparation for the annual Park Tour scheduled for July 2026, staff is seeking early input from the Commission regarding potential tour locations. Traditionally, the tour has been based primarily on staff-recommended sites. However, this year staff is encouraging a more collaborative approach by inviting Commissioners to propose parks or facilities they would like to visit.

An initial discussion will be held to gather input and preferences from the Commission. Based on that discussion, staff will help refine a recommended list of locations. At the conclusion of the discussion, the Commission will be asked to approve the final tour itinerary, allowing staff to proceed with coordinating logistics and scheduling.

FISCAL IMPACT

RECOMMENDATION

ATTACHMENTS

None