

**Inver Grove Heights
Park and Recreation Advisory Commission
Wednesday, September 12, 2018
8150 Barbara Avenue
7:00pm**

1. CALL TO ORDER
2. ROLL CALL
3. PRESENTATIONS – Items that don't require action
4. ANNOUNCEMENTS
 - A. You can find information regarding the City of Inver Grove Heights by visiting our web site at www.invergroveheights.org
 - B. Find us on Facebook at Inver Grove Heights Parks & Recreation
 - C. Follow us on Twitter at @IGH Parks
 - D. Next Meeting; October 10, 2018 Regular Meeting 7:00pm
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 Minutes of July 11, 2018
6. PUBLIC COMMENT – Public comment provides an opportunity for the public to address the Commission on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes. 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 - Items requiring action that are new to the Commission.
 - A. Consider Tree Removal Proposal for Heritage Village Park
 - B. Consider Approval of Timeline to Replace Seidls Lake Playground
 - C. Consider Amendment to Park Rules Ordinance
 - D. Consider Items Related to the Heritage Village Dog Park
9. ADMINISTRATIVE PRESENTATIONS - Items that need to be discussed without any actions.
 - A. Department Happenings
10. COMMISSION COMMENTS – A chance for Commissioners to ask questions or make comments.
11. ADJOURN

Since we do not have time to discuss every point presented, it may seem that decisions are preconceived. However, background information is provided to the Commission on each agenda item in advance from Staff; decisions are based on this information and past experiences. In addition, some items may have been discussed preliminarily at Work Sessions. If you are aware of information that has not been discussed, please raise your hand to be recognized. Comments that are pertinent are appreciated.

This document is available upon a 3 business day request in alternate formats such as Braille, large print, audio table, etc. Please contact Eric Carlson at 651.450.2587 or TDD/TTY 651.450.2501

**City of Inver Grove Heights Minutes of the Proceedings
Of the Park and Recreation Advisory Commission
Wednesday, July 11, 2018**

1. CALL TO ORDER:

Chair Sethre called the July 11, 2018, Park and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Chair Kevin Sethre; Vice Chair Kathryn Bauer; Commissioners: Al Eiden, Deb Tix, Mark Freer, and Nikki Barker

Parks and Recreation Director Eric Carlson

Absent: Commissioner's Willie Krech, Mary Gerhardt, and Steve Cook

Recording Clerk Sheri Yourczek

3. PRESENTATIONS:

None

4. ANNOUNCEMENTS:

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www.invergroveheights.org

B. Find us on Facebook at Inver Grove Heights Parks & Recreation

C. Follow us on Twitter at @IGHParks

D. Next Meeting: Wednesday, August 8, 2018. Regular Meeting 7:00 p.m.

5. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of Minutes of June 13, 2018

Motion by Commissioner Eiden, second by Commissioner Freer, to approve the Consent Agenda.

Ayes: 6

Nays: 0 Motion carried.

6. PUBLIC COMMENT:

There were no public comments.

7. UNFINISHED BUSINESS:

None

8. REGULAR AGENDA:

A. Consider Recommendation for Improvements to River Heights Park

Parks and Director Eric Carlson stated that on May 14th, the City Council discussed the future use of River Heights Park and voted to keep the Park as a City Park. Staff was directed to meet and develop a

recommendation of preferred improvements to the Park. The meeting took place on Tuesday, June 19th with a group consisting of the River Heights Park Subcommittee which included residents Tom and Denise Wilkens, Al Meyman, Shirley Bauer, and Kerry Hoffner, Park and Recreation Commissioner's Steve Cook and Deb Tix, Friends of the Mississippi River Staff member Alicia Uzarek, City Parks Superintendent Brian Swoboda, and himself (Parks and Recreation Director Eric Carlson). He stated that the group discussed the following improvements to consider for River Heights Park:

- Installation of a Park ID Sign in the southwest corner of Inver Grove Trail and River Heights Way, set at a 45-degree angle. Sign will be consistent with other City Park ID Signs.

Commissioner Eiden asked if that was a better location than the northwest corner.

Director Carlson responded that there were some topographical issues with that corner, which was why the southwest corner was chosen.

- Installation of up to two rock park benches. Locations to be determined.
- Installation of one picnic table. Location to be determined.
- Installation of a "Park Rules" sign.
- Installation of a garbage can and dog bag waste station.
- Work with the Friends of the Mississippi River to work on a Natural Resource Management Plan for the park. (They will be applying for a Grant to help implement the outcome of the plan's results).
- No additional parking added at this time. Will be evaluated in the future should popularity of the park dictate a need.
- No portable toilet, which is consistent with other parks in the Inver Grove Heights Park system.
- The City will remove the fence posts and wire tangled up in the trees/undergrowth along Inver Grove Trail.
- There are approximately a dozen trees that are considered to be trees that should be kept (oaks, cherry, pines, etc.).
- Remainder of the trees and undergrowth are boxelder and other non-desirable trees that will be removed.

Director Carlson stated that they would need to spend up to \$12,000 from the Park Acquisition and Development Fund to purchase the sign and other amenities described in the recommendation.

Commissioner Eiden asked if the subcommittee would remain active along with the Friends of the Mississippi River group to help with the Management Plan.

Director Carlson responded that they hope that they will remain active, but also envision having volunteer buckthorn pulls and other activities to help improve the park.

Todd Kruse, retired Cub Master, stated that they did a pollinator project at the site with Pack 507. He stated that there is a lot of volunteer help, as he commented that he was also on the Friends of the Mississippi River Advisory Board. He felt it was an ideal property and encouraged the Commission to look at options. He commented that he was glad that they retained this park within the Community.

Commissioner Freer stated that it would be difficult to be at the park with kids for any length of time without a porta potty at the location. He commented that they should make this area accommodating for families.

Greg Bauer, 8955 Inver Grove Trail, questioned that if there was a porta potty at this location, would it be the plastic type placed in the middle of nowhere.

Chair Sethre stated that the proposal they will be voting on recommends not having a porta potty.

Commissioner Freer stated that he was bringing up the issue of a porta potty for park users that have kids. Most parks have a porta potty so that kids can use the bathroom.

Mr. Bauer commented that if they are going to require a porta potty, that it not be a plastic item sitting out in view of a front yard.

Director Carlson stated that they have 28 parks in the parks system and that 13 of those 28 have portable toilets located in the park. He commented that this park wouldn't be any different than half of the parks that do not have portable toilets in them. He stated that they only put portable toilets in parks that have scheduled activities, or a picnic shelter.

Commissioner Barker asked how many of those portable toilets were accessible.

Director Carlson responded that South Valley Park and Rich Valley Park have accessible portable toilets. There are accessible bathrooms at a number of the other parks.

Motion by Commissioner Barker, second by Commissioner Freer to Recommend Improvements to River Heights Park as outlined with funding of up to \$12,000 from the Park Acquisition Fund, Fund 402.

Ayes: 6

Nays: 0 Motion carried.

Director Carlson stated that this item will be in front of the City Council on Monday, July 23rd.

9. ADMINISTRATIVE PRESENTATIONS:

A. Department Happenings

There was nothing new to report at this time.

10. COMMISSION COMMENTS:

Commissioner Barker stated that she agreed with the bathroom situation and that there are parks that she wouldn't go to with her son because of the lack of one.

Commissioner Tix had no comment.

Vice Chair Bauer had no comment.

Chair Sethre had no comment.

Commissioner Freer had no comment.

Commissioner Eiden had no comment.

11. ADJOURN

Motion by Commissioner Eiden, second by Commissioner Tix to adjourn the meeting at 7:20 p.m.

Ayes: 6

Nays: 0 Motion carried.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Consider Tree Removal Proposal for Heritage Village Park

Meeting Date: September 12, 2018
 Item Type: Regular Meeting
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other

PURPOSE/ACTION REQUESTED

The Commission is asked to recommend to the Council that all of the trees on the Doffing lots be removed in preparation for Phase II improvements to Heritage Village Park and approve a Change Order in the amount of \$53,765 with Pember Companies Inc. The work includes tree removal, grubbing, and filling of the cleared-out areas.

SUMMARY

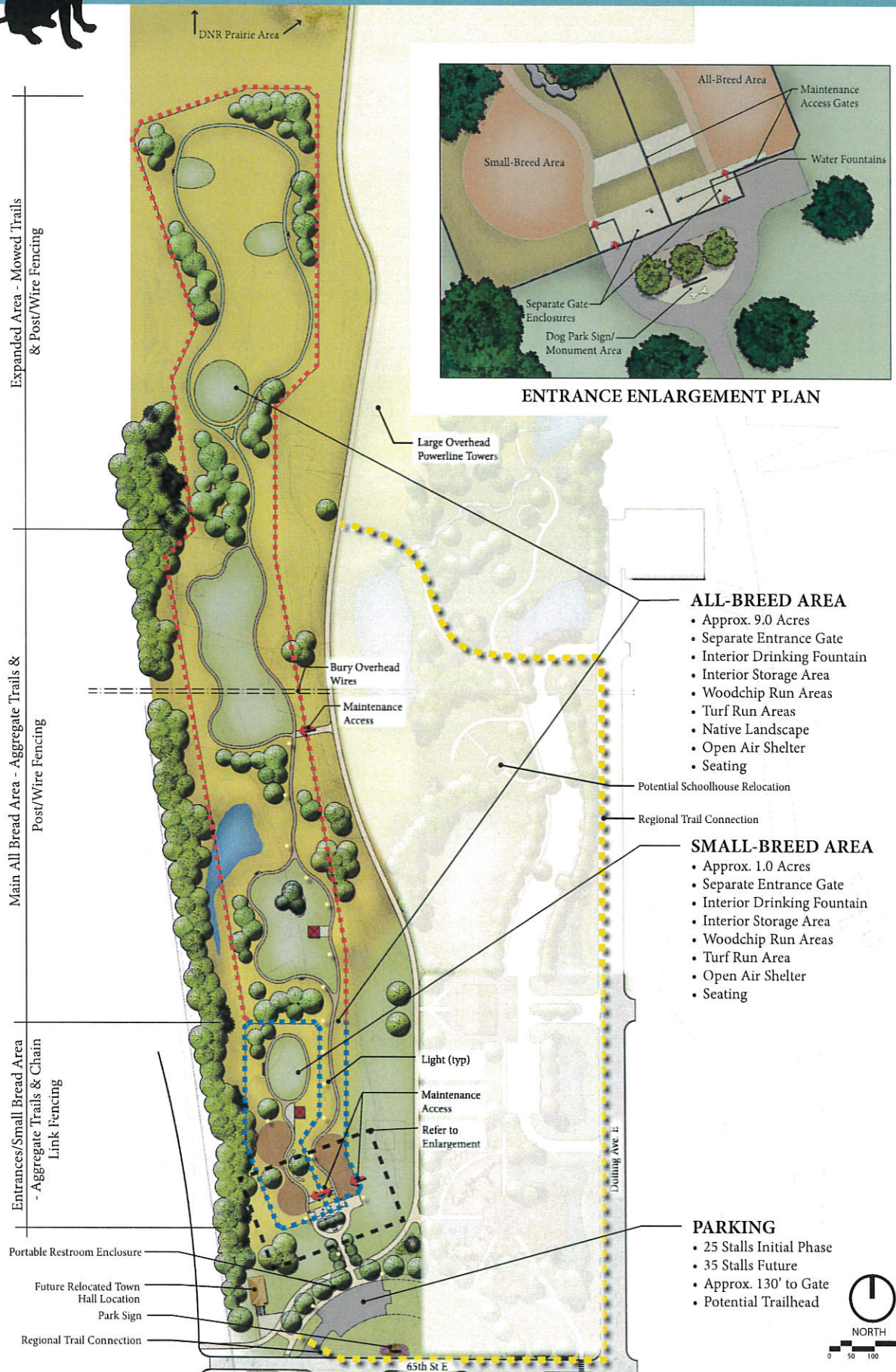
With the approval of Phase I of Heritage Village Park (Dog Park), its time to start thinking about the Phase II improvements to the park.

Staff has met and believes the following should be considered:

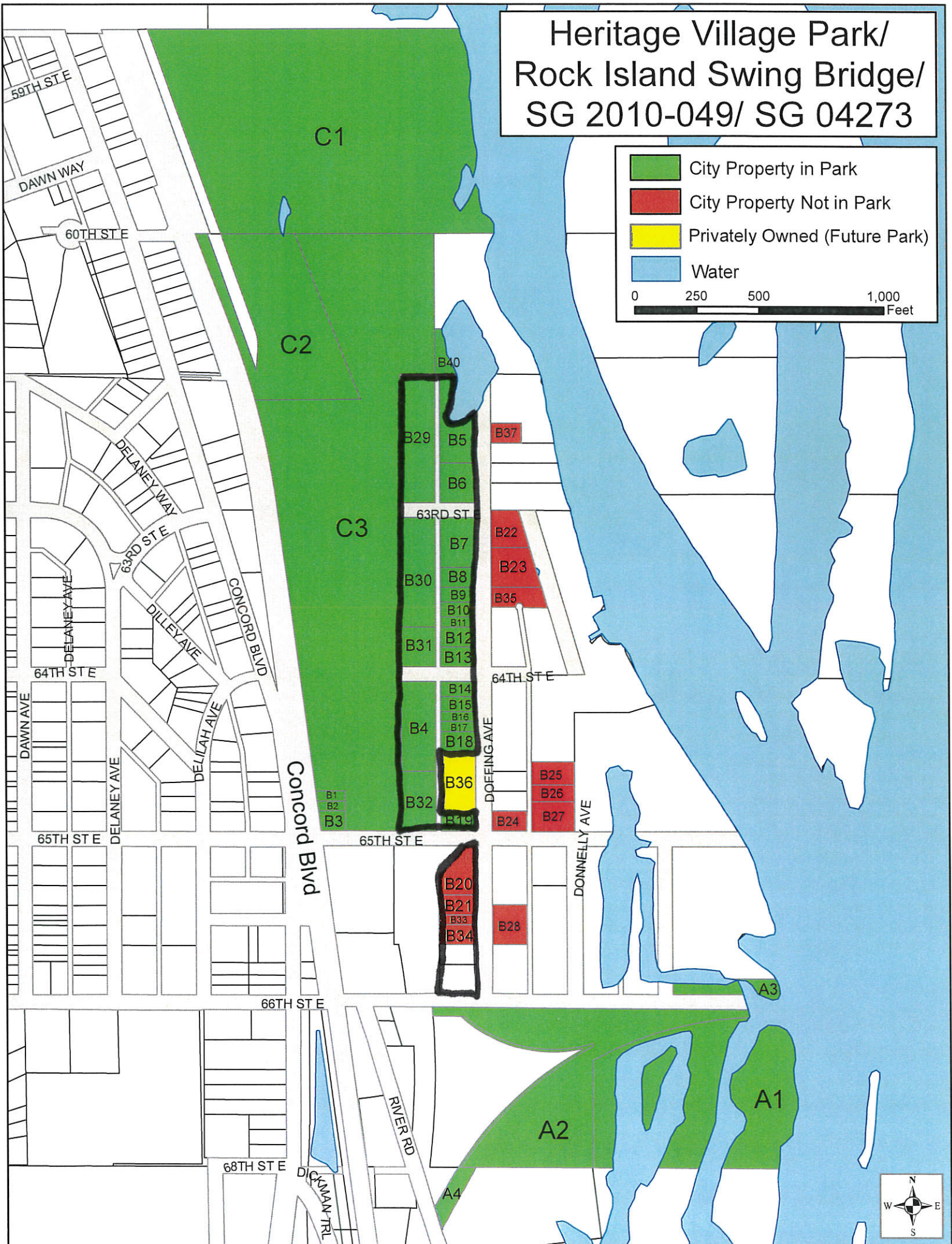
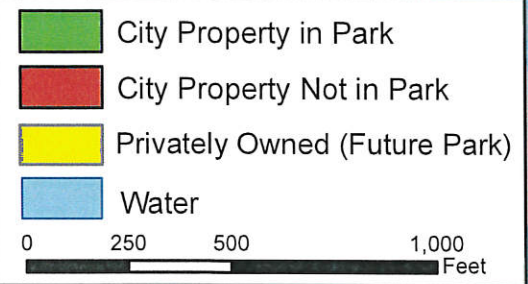
- We will have approximately \$1,700,000 to use on Phase II improvements in 2019
- Some of the items we think that will include are:
 - Parking and the necessary storm water treatment
 - Significantly sized Inclusive Playground Structure (hopefully themed)
 - Site utilities
 - Trails that connect the MRRT to Swing Bridge Park along Doffing Ave and trails within the park itself
 - Landscaping
 - Site amenities (tables, benches, etc)
 - Shelter/Bathrooms (may need to be a future consideration depending on funding)
 - Professional services

To help prepare the site for the next phase of development it will be necessary to remove all of the trees from the site. Many of the trees are non-desirable, near the end of their life, and/or located in a spot where construction will impact the tree. It is recommended that we hire Pember Companies Inc. to perform the work.

It is anticipated that a sub-Committee of the Parks and Recreation Commission will work with staff and WSB Inc. to develop a plan for the entire Commission to review/approve and recommend to the City Council so we can be under construction in early 2019.



Heritage Village Park/ Rock Island Swing Bridge/ SG 2010-049/ SG 04273





City of Inver Grove Heights
Parks and Recreation Department
"Discover the Opportunities"

8055 Barbara Avenue • Inver Grove Heights, MN 55077 • Phone: 651-450-2585 • Fax: 651-450-2490 • www.invergroveheights.org

July 30, 2018

Dear Property Owner

For the last 15+ years the City of Inver Grove Heights has been acquiring property and planning for park improvements for a community park to be known as Heritage Village Park (4321 65th St), the Master Plan is on the back of this letter.

In the coming months, contractors will begin constructing a parking lot, storm water facilities, safety and security lighting, and fencing for a community dog park. Construction is scheduled for August – November 2018 and we expect the dog park to open in December 2018 with Grand Opening events in the spring of 2019.

The City has acquired 4343 65th St and 4301 64th St. and will be removing the buildings and structures over the course of the next few months in preparation for future park improvements west of Doffing Ave. and north of 65th St. that may include additional parking, playground equipment, trail connections, and other park amenities in 2019.

In preparation for the 2019 improvements the City is planning to remove most all of the trees so we can grade and prepare the site for these park improvements. This will be a significant change and we wanted everyone to be aware of it prior to any of the trees being cut down.

We invite you to the following meetings where this work will be discussed:

Date	Time	Meeting	Location
Wednesday, August 8, 2018	4:30pm – 5:30pm	Neighborhood Meeting	Doffing & 64 th St
Wednesday, September 12, 2018	7:00pm	Park Commission Meeting	Inver Grove Heights City Hall – 8105 Barbara Ave
Monday, September 24, 2018	7:00pm	City Council Meeting	Inver Grove Heights City Hall – 8150 Barbara Ave

Should you have any questions or concerns please feel free to contact me at ecarlson@invergroveheights.org or call me at 651-450-2587.

Sincerely,

Eric Carlson
Parks & Recreation Director
City of Inver Grove Heights

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Consider Approval of Timeline to Replace Seidls Lake Playground

Meeting Date: September 12, 2018
 Item Type: Regular Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Brian Swoboda
 Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other

PURPOSE/ACTION REQUESTED

On August 8, 2018 the PRAC toured numerous sites including the 23 year old Seidls Lake Playground. The playground has exceeded its life expectancy, been vandalized numerous times, has very few play features left, and has potential hazards and liabilities. The consensus from the tour was to provide a Playground Replacement Timeline.

SUMMARY

Back in February 2017, the Inver Grove Heights PRAC Work Study Session discussed a replacement plan for our aging Playgrounds. Seidls Lake Playground was identified as needing to be replaced in the 5 year CIP. Typical playground warranties expire after 15 years, which makes this playground well beyond it's replacement life. The replacement for the new playground would follow the master plan and relocate it according to plan.

REPLACEMENT TIMELINE

August 24 – Notify PRAC and City Council in Friday Email

September 12 – PRAC Meeting (Present Replacement Timeline)

September 13 – Notify Public of Replacing Seidls Lake Playground

- Send out letters for neighborhood meeting
- Notify Homeowner Associations
- Post on IGH Website and Social Media
- Post Signs in Park

September 17- Remove Old Playground

September 21 – Request For Proposals from Vendors are Due

September 24 - Score/Rank Proposals with P&R Administration

September 25 – Neighborhood Meeting

October 10 – Request PRAC Approval

October 22 – Request City Council Approval

October 23 – Order New Playground

Spring 2019 – Install New Playground

Seidl's Lake Park

Preliminary Master Plan



City of Inver Grove Heights

Vegetative Thinning:

Selective thinning of the existing overstory trees in this area to improve sightlines for safety.

Nature Trail:

A field located nature trail with a couple of bench seating areas winds around the hill and connects into the paved trail system.

Future Use:

An area shall be left open for possible future hardcourt (basketball 1/2 court, 4-square, horseshoe, etc.) should the demand exist.

Park Access:

The cul-de-sac provides a secondary park access that has a trail all the way around and a stone park sign to enhance the park entrance, as well as to discourage vehicular traffic from cutting through the park.

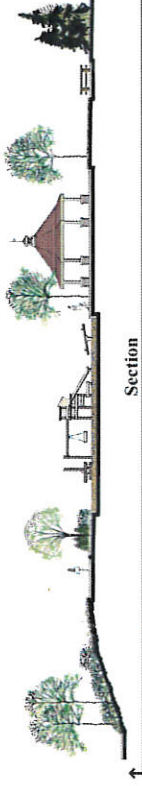
Enhanced Landscaping:

The use of various trees and shrubs are incorporated to enhance aesthetics, provide shade, separate use areas, and naturalize the site.

Park Trail:

The park trail allows access to the various recreational amenities, creates loop systems and is aligned to discourage traffic from cutting through the park.

PROJECT #07-01
DATE: JUNE 13TH, 2007



Section

Skiing:

An area on the hillside shall be left open (not planted with trees) and can be used for winter sledding.

Future Trail:

The future trail winds down the hill to provide H.C. access to the lower areas of the park.

Main Gathering Space:

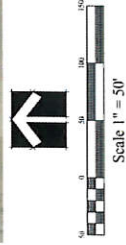
A gathering area is created to provide space for childrens play equipment, a small shelter structure, adjacent picnic space and lawn games (bocce ball, horseshoes, etc.)

Informal Field Space:

Open lawn area for informal use, such as picnics, frisbee, winter general skating, soccer, ball play, etc. and is not intended to be for programmed activities.

Park Entrance:

The park entrances along each end of Blaine Ave. are enhanced by providing some sections of ornamental fence, the addition of a park sign on the west end, ornamental planting beds around the park signs, and additional street tree plantings.



BRAUER & ASSOCIATES, LTD.
LAND USE PLANNING AND DESIGN

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Consider Amendment to Park Rules Ordinances

Meeting Date: September 12, 2018
 Item Type: Regular Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Brian Swoboda
 Tracy Petersen

Fiscal/FTE Impact:

- | | |
|-------------------------------------|------------------------------------|
| ☐ | None |
| ☐ | Amount included in current budget |
| ☐ | Budget amendment requested |
| ☐ | FTE included in current complement |
| ☐ | New FTE requested – N/A |
| ☒ | Other |

PURPOSE/ACTION REQUESTED

The Commission is asked to recommend amendments to the Park Rules related to dogs and dog leashes as outlined below.

SUMMARY

The City Ordinance addresses dogs and dog leashes in separate sections of the City code as follows:

10-15H-4-8: MANUFACTURED HOME PARKS

No owner or person in charge of any dog, cat or other pet animal shall permit same to run at large or commit any nuisance within the park at any time. All pets must be on a leash at all times when out of doors or kept within an approved fenced area.

*PARK in this code refers to Manufactured Home Parks/Mobile Home Parks

7-1-5-F: CITY PARKS AND RECREATIONAL AREAS

Animals: No person shall bring any animal into any park unless it is on a leash no more than six feet (6') long or a flexi lead or similar retractable leash. All animals are prohibited in the following areas: within a designated high activity area or playground area, on all athletic fields, including within all fenced in athletic areas, park buildings, the Lions Park fishing area, the South Valley picnic area, the North Valley Disc Golf Course, and the fishing pier at Simley Island. Animals may not be brought into any other areas designated as areas where animals are not allowed within a park. No animal may be off leash in any park except in a designated off leash animal area. Persons in control of animals within a park must promptly remove and dispose of the animal's waste. The prohibitions in this subsection shall not apply to service animals or to animals kept by the city, under the city's direction, or otherwise permitted by the city administrator.

*PARK in this code refers to City Parks and Recreational Areas

5-4-1: DEFINITIONS

UNDER RESTRAINT: The animal is: a) beside a person having custody of it and obedient to that person's voice or signal command or the animal is in such proximity to the person having custody of it that the person can effectively by voice or signal command control the animal and the animal is obedient to that person's voice or signal command; b) within a private motor vehicle of a person owning, harboring, or keeping the animal; c) within the boundaries of property owned or leased by the person owning, harboring or keeping the animal; or d) controlled by a chain or leash of a maximum of six feet (6') in length or a commercially manufactured retractable leash.

Based on the fact that our code conflicts each other in some sections requiring leashes and in others allowing voice control it is important to “clean up” the language. This has created a number of issues and a source of confusion for the public and for enforcement officials.

The following is information regarding dogs and dog leashes in surrounding communities:

West St. Paul	Dogs must be properly restrained by fence, invisible fence, chain, or leash
South St. Paul	Dogs must be under the control of their owner by leash, cord, chain or otherwise restrained
Rosemount	Dogs must be under owner's control while in owners property (voice command is ok). When outside of their own property, dogs must be properly restrained by a leash no more than 6' in length, unless in an exercise area designated by the city
Eagan	Dogs must be controlled by leash or voice command while outside of its property
Burnsville	Dogs must be kept on a leash or under physical control of a human when outside of its property

The Parks and Recreation Commission is asked to recommend the following changes to the Park Rules related to dogs/leashes as outlined on the attached.

Chapter 5 PARKS AND RECREATION AREAS 🌳 🏠

7-5-1: CONDUCT IN PARKS AND RECREATION AREAS:

7-5-2: VEHICLES IN PARKS:

7-5-3: BOATS AND RECREATIONAL VEHICLES ON HORNBEAM LAKE:

7-5-1: CONDUCT IN PARKS AND RECREATION AREAS: 🌳 🏠

F. Animals: No person shall bring any animal into any park, public trail, or public sidewalk unless it is on a leash no more than six feet (6') long or a flexi lead or similar retractable leash. All animals are prohibited in the following areas: within a designated high activity area or playground area, on all athletic fields, including within all fenced in athletic areas, and park buildings, the Lions Park fishing area, the South Valley picnic area, the North Valley Disc Golf Course, and the fishing pier at Simley Island. Animals may not be brought into any other areas designated as areas where animals are not allowed within a park. No animal may be off leash in any park except the Dog Park located at Heritage Village Park 4321 65th St in a the designated off leash animal area. Persons in control of animals within a park must promptly remove and dispose of the animal's waste. The prohibitions in this subsection shall not apply to service animals or to animals kept by the city, under the city's direction, or otherwise permitted by the city administrator.

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CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Consider Items Related to the Heritage Village Dog Park

Meeting Date: September 12, 2018
 Item Type: Regular Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other

PURPOSE/ACTION REQUESTED

The Commission is asked to recommend to the Council the information presented related to the Heritage Village Dog Park as follows:

- Dog Park Pass Application
- On-Site Dog Park Rules
- Time of Registration Dog Park Rules
- Dog Park Fees
- Dog Park Marketing Plan

SUMMARY

The Commission has been working on a off-leash dog park for the last several years. The dog park is currently under construction and is scheduled to have a “soft” opening in November 2018 with a ribbon cutting sometime in the spring of 2019.

The following documents have been prepared to help administer the dog park:

Application – will be used by people interested in purchasing a pass. This can be done on-line, in person, or via the mail/email

On-Site Dog Park Rules – these will be posted at the dog park itself

Time of Registration Rules – these will be handed out as a part of the registration process, they will also be available on-line

Dog Park Fee – the recommended fee is \$30 per dog for residents and \$40 per dog for non-residents. Survey of surrounding dog parks indicates average fees are \$25 for residents and \$27:50 for non-residents. All dogs must be licensed in Inver Grove Heights.

Dog Park Marketing Plan – attached marketing plan outlines our plans to market the dog park to the community



City of Inver Grove Heights Dog Park Pass Application



Owner's Name:	Address:	Unit No.
Phone Number:	Alternate Phone Number:	
Email Address:	Number of dogs owned at this address: _____	

Dogs Name: _____	Dogs Name: _____
Breed: _____ Color(s) _____	Breed: _____ Color(s) _____
Male _____ Female _____ Microchip No.: _____ Type: _____ Dogs date of birth: _____ Age: _____	Male _____ Female _____ Microchip No.: _____ Type: _____ Dogs date of birth: _____ Age: _____
Resident Dog (1): _____ \$30.00 Resident Dog (2): _____ \$30.00	Non-Resident Dog (1): _____ \$40.00 Non-Resident Dog (2): _____ \$40.00
By signing this application, I understand that I must keep a Certificate of Vaccination for my dog valid for the license term. All dogs kept, harbored, or maintained within the city shall be vaccinated by a licensed veterinarian for rabies with a live modified vaccine and distemper. I further understand that, upon demand of the City Clerk, Animal Control Officer, or Police Officer, I shall present the required Certificate of Vaccination for my dog. If not presented, I shall have seven days in which to present the Certificate to the City Clerk, Animal Control Officer or Police Officer.	
Signature of Applicant:	Date:

—For Office Use Only— Completed By: _____ (staff initials)	
Pass # Dog (1): _____ Pass # Dog (2): _____ Date Issued: _____	Rabies Tag No.: _____ Rabies/Distemper Vaccination Date: _____ Rabies/Distemper Expiration Date: _____
If animal is exempt due to allergy or other reason, owner must provide documentation from veterinarian	Veterinarian/Clinic: _____ Phone Number: _____

**When Returning Application by Mail, email or In Person You Must Include a
Copy of Rabies and Distemper Vaccination Certificate**

Remit to: City of Inver Grove Heights Parks & Recreation – 8055 Barbara Ave E. – Inver Grove Heights, MN 55077
jwonick@invergroveheights.org
Phone: (651)450-2585



City of Inver Grove Heights
Parks & Recreation Department

Off-Leash Dog Park Rules

These rules will help to ensure that this dog park stays clean and safe.

- Aggressive dog behavior is not tolerated.
- All dogs must enter and exit the park on a leash and remain supervised.
- All dogs must be licensed.
- Dogs under the age of six months are not allowed.
- Dog Park users can bring up to two dogs.
- Children under the age of 16 are not allowed unless supervised by an adult.
- No food, alcohol, cigarettes, or glass are allowed in the park.
- Owners must clean up their dog's waste.
- Owner is responsible for filling any holes their dog may dig.
- Dogs must wear a collar or harness at all times.
- Owners must have a leash at all times in case dog's behavior becomes unacceptable.
- All items you bring into the park must be taken home with you (balls, toys, water dishes, etc.)
- Owners will be held liable for all actions taken by their dog(s).
- All City park ordinances and rules apply.

The City of Inver Grove Heights is not responsible for
any injuries/damages to dogs or owners while using the off-leash dog park.

651-450-2585

www.invergroveheights.org

DOG PARK PASS REQUIRED FOR USE

Owners must display annual pass at all times.

Daily passes not available. Violators risk being ticketed.

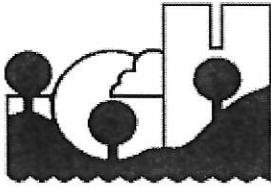
Park open 6AM to 10 PM

Passes available online at www.invergroveheights.org/register OR

Inver Grove Heights Parks & Recreation Office
8055 Barbara Ave. E, 651-450-2585

City of Inver Grove Heights





City of Inver Grove Heights Parks and Recreation Off- Leash Dog Area Rules

1. Use of the Off-Leash Dog Area is at the discretion of the handler. The Off-Leash Dog Area is not staffed. The City makes no guarantees nor assumes any liability for the physical condition of the grounds or the behavior or vaccination history of any dog. The handler/owner assumes liability for injury or damages caused by their dog.
2. A current, annual permit must be displayed by all dog owners while in the Off-Leash Dog Area; permits may not be transferred to other dogs. The city reserves the right to revoke or reject a permit or application at any time.
3. Dog owners are required to provide proof (License #) of City dog licensure.
4. Dogs must be properly vaccinated; handlers must provide proof of vaccination (vets certification or tag) with application.
5. No more than two dogs per handler are allowed in an area at one time. A handler must be at least 16 years of age.
6. Dogs that have been declared dangerous or potentially dangerous in any community or that have a known history of aggressive behavior are not allowed in the Off-Leash Dog Area. Any dog that exhibits aggressive behaviors must be removed immediately by the handler.
7. Dogs must wear a collar or harness at all times. Dogs are never to be left unattended. Permission must be granted by each handler for dogs to play or interact with another dog.
8. Dogs must be leashed prior to entering and upon leaving the Off-Leash Dog Area. A dog may not be leashed within the Off-Leash Dog Area except for immediate removal. The handler must keep the leash on their person at all times.
9. The handler must clean up after their dog in all areas of the Off-Leash Dog Area including the tall grass areas and surrounding areas. All waste, including trash, is to be disposed of only in a designated waste container. Use a provided bag or a comparable bag for dog waste. Do not leave empty or full bags in the mesh of the fence.
10. Children under the age of 16 are not allowed in the Off-Leash Dog Area without a supervising adult.
11. Puppies under six (6) months of age or female dogs in heat are not allowed in the Off-Leash Dog Area.
12. No food other than pocketed dog training treats is allowed in the Off-Leash Dog Area.
13. For the protection of the natural environment and the safety of other users and dogs, no smoking is allowed in the Off-Leash Dog Area. No alcohol of any type is allowed.
14. No bicycles, strollers, or wheeled or motorized vehicles, except wheel chairs or other assistive equipment used by people with disabilities are allowed. The surface may be uneven and steep.
15. All City park rules and ordinances apply to Off-Leash Dog Area users. Off-Leash Dog Area hours are from 6 a.m. to 10 p.m. or as otherwise posted.
16. In the event of injury, emergency or conflict, contact Police Dispatch by dialing 911

Dog License and Dog Park Fee Survey

	License Resident		License Non-Resident		Dog Park Pass Resident		Dog Park Non-Resident	
	Altered	Non-Altered	Altered	Non-Altered	Altered	Non-Altered	Altered	Non-Altered
Inver Grove Heights	\$12.00	\$20.00	N/A	N/A				
South St Paul	\$15.00	\$20.00	N/A	N/A	\$20.00**	\$20.00**	\$30.00	\$30.00
Mendota Heights	\$10.00	\$15.00	\$10.00	\$15.00	N/A*	N/A*	N/A*	N/A*
Burnsville	\$20.00	\$30.00	N/A	N/A	\$20.00	\$20.00	\$20.00	\$20.00
Eagan	\$20.00	\$20.00	N/A	N/A	\$20.00	\$20.00	\$20.00	\$20.00
Cottage Grove	\$15.00	\$20.00	N/A	N/A	***	***	***	***
Dakota Wood	N/A	N/A	N/A	N/A	\$40	\$40	\$40	\$40
West St Paul	\$15.00	\$20.00	N/A	N/A	N/A	N/A	N/A	N/A
Woodbury	\$10.00	\$18.00	\$10.00	\$18.00	N/A*	N/A*	N/A*	N/A*

*No fee for use of dog park. Resident and non-resident must have a dog license to use the dog park.

** Must have current city license.

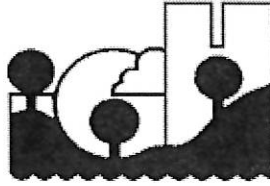
***Donation based fee

Term Length	License	Dog Park	Daily Dog Park Pass
Inver Grove Heights	2 year		N/A
South St Paul	2 year	1 year	N/A
Mendota Heights	1 year	1 year	N/A
Burnsville	1 year	1 year	N/A
Eagan	2 year	2 year	N/A
Cottage Grove	1 year	Donation based	N/A
Dakota Wood	N/A	1 year	\$5.00 online purchase
West St Paul	1 year	1 year	N/A
Woodbury	2 year	2 year	N/A

Proposed License Resident (1 year)		Proposed License Non-Resident (1 year)		Proposed Dog Park Pass Resident (1 year)		Proposed Dog Park Non-Resident (1 year)	
Altered	Non-Altered	Altered	Non-Altered	Altered	Non-Altered	Altered	Non-Altered
\$15.00	\$20.00	N/A	N/A	\$30.00	\$30.00	\$40.00	\$40.00

Updated 8/31/18

jw



Inver Grove Heights Parks and Recreation

Dog Licensing & Dog Park Pass Marketing Plan

In an effort to promote and encourage licensing within the City and to promote the dog park pass program, City staff has proposed the following marketing/communications plan. The overall plan will be on-going and showcase the values, health/wellness benefits of licensing and dog park for the City and community.

Licensing	Dog Park Pass
Promote with dog park pass	On-site marketing (sign) at dog park
Information available on: - City website (design a more accessible & identifiable page/location) - Social Media - Written documents • Insights • Parks & Recreation Brochure • Newly created promo pamphlet	Information available on: - City website (design a page specifically for dog park/link to licensing process) - Social Media - Written documents • Insights • Parks & Recreation Brochure • Newly created promo pamphlet
Cable tv promo/story; Community Parks Connection spotlight	Cable tv promo/story; Community Parks Connection spotlight
Creation of fun video by Communications Department to promote the importance of licensing your pet	On-site programs, events and classes
Combine rabies clinic with Dog Park Grand Opening (late spring)	Grand Opening Event (late spring)
Re-work of City ordinances related to licensing to provide better understanding	Added marketing and promotions provided by the Friends of the Dog Park group by with social media page and park involvement
Partnering with local veterinarians	Partnering with local veterinarians
Ability to obtain/purchase license online	Ability to obtain/purchase pass online

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Department Happenings

Meeting Date: September 12, 2018
Item Type: Administrative Presentations
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:	
☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

No action required. Item is for informational purposes and Commissioners are encouraged to ask appropriate questions.

SUMMARY

Items included:

- Department Happenings Report
- Miscellaneous



Parks & Recreation Department Department Happenings



Inver Wood Update

The golf season typically gets started sometime in March, as you recall this year we received a late batch of snow and the golf season didn't get started until May. This spring Inver Wood sold a 26-year Anniversary memberships that was very popular with our customers. The membership was designed to utilize un-used tee times after giving full paying greens fee golfers access to the tee sheet. At the end of August, total golf rounds played in 2018 are up 36% for a total of 49,021 rounds played. Year to date revenue at the course is at \$1,500,000 which is the best YTD total we have had in the last 7 years.

This past week and into next week we are aerating all the putting greens on the golf course which is a very labor-intensive maintenance task. The parking lot construction has begun with curb and lighting removal. We purchased new patio furniture for the course recently and are receiving very positive feedback from our customers. All-in-all this is shaping up to be a good year at Inver Wood as we look to wrap up the golf season these last few months of September and October.

Heritage Village Park – State Grant – SG 04273

The City received a \$1,500,000 grant in 2014 from the State of MN for Heritage Village Park. The grant is set to expire on December 31, 2018. To date, we have utilized approximately \$500,000 of the grant for property acquisition along Doffing Ave. We have sent a letter to the Metropolitan Council requesting a grant extension so the balance of \$1,000,000 can be used by the City in 2019 for further park development.

River Heights Park Update

Friends of the Mississippi River will be holding a Buckthorn and Honeysuckle removal outing on Tuesday, September 18th from 6:00 8:00pm at the park. The information has been posted on our web site and social media sites. All of the improvements recommended by the Commission and approved by the Council have been implemented.

Seidl's Lake Park Playground Equipment

The slides on the playground equipment at Seidl's Lake Park were damaged beyond repair and have been removed. We are not replacing the slides because the equipment is over 20 years old and needs replacement. The tentative timeline for the replacement of the playground equipment is:

September 12	PRAC review process
September 13	Notify Neighborhood of Replacement Project Post Signs in Neighborhood about Community Meeting Send out letters, post on web site, and social media sites
September 17	Remove existing playground equipment
September 21	Vendor Proposal Due to City



Parks & Recreation Department Department Happenings



September 26	Neighborhood Meeting at the Park
October 10	PRAC considers approval
October 22	City Council considers approval
Spring 2019	Construction
Spring 2019	New Playground Opens

VMCC and Inver Wood Parking Lot Update

The contractor that will be working on the replacement of the parking lots at the VMCC and started on Tuesday, September 4th and plans to complete the parking lot by the middle of October. The same contractor will begin the Inver Wood parking lot starting on Monday, September 10th and plans to complete the parking lot by the end of October. As a reminder we are replacing the parking lot lighting at the golf course and adding one light pole at the VMCC. We will be providing regular communication with our staff and customers as the construction activity will be disruptive to those using these facilities. Hopefully mother nature will cooperate, and things will go smoothly.

Pool Filter Planning

We are working with US Aquatics on planning the replacement of the pool filtration system in the next few years. We will be looking at what new technology is on the market, how we may save energy and water as a part of the process. The replacement of the filtration equipment will likely happen in 2020/2021.

West Rink Floor Update

Insituform has repaired the leaking roof drain pipe. MN Ice has poured the rink floor and now it will sit for 28 days to cure before any work is done on the floor. In the mean time MN Ice will continue construction the main transmission lines from the floor to the refrigeration room. Becker Arena Products is scheduled to begin installation of the dasher system and rubberized flooring in mid-October. VMCC staff will begin making ice in the later part of October in time for the November 1st goal of skateable ice.

VMCC/Grove Bathroom Remodeling

We will be updating the six (6) men's and women's bathrooms in the lobby of the VMCC and Grove. Work will include new partitions, counters, sinks, mirrors and miscellaneous items. Work should be completed by the end of October.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Commission Comments

Meeting Date: September 12, 2018
Item Type: Commission Presentations
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

No action required. Commissioners are encouraged to make appropriate comments.

SUMMARY

None.