

**Inver Grove Heights
Park and Recreation Advisory Commission
Wednesday, March 11, 2020
8150 Barbara Avenue
7:00pm**

1. CALL TO ORDER
2. ROLL CALL
3. PRESENTATIONS – Items that don't require action
 - A. Overview of VMCC Guest Supervisor – Tammy Abrahamson
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 @IGHParks
 - D. Follow us on Instagram: @ighparksrec
 - E. Next Meeting; March 11, 2020 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 Work Study Meeting Minutes of February 12, 2020
 - C. Approval of Regular Meeting Minutes of February 12, 2020
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 Park Dedication Requirements for Alliant Ventures III, LLC – Case No 19-53PUD
 - B. Review South Valley Park – MN DNR Outdoor Recreation Grant
 - C. Consider Proposal from HKGI to Assist with the Comprehensive Park, Recreation, Trail, and Facilities Plan
9. ADMINISTRATIVE PRESENTATIONS - Items that need to be discussed without any actions.
 - A. Department Happenings
 - B. Update on Heritage Village Park Master Plan Subcommittee (Barker, Eiden, Freer)
 - C. Update on Heritage Village Park Historical Subcommittee (Bauer, Cook, Eiden)
 - D. Update on Heritage Village Park Architectural Subcommittee (Barker, Freer, Schwanz, Sethre)
 - E. Update on South Valley Park Master Plan Subcommittee (Eiden, Freer, Sethre, Stone,)
10. COMMISSION COMMENTS – A chance for Commissioners to ask questions or make comments.
 - A. Commission Comments
 - B. Input from Commissioners on the Next Agenda
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
Work Study Meeting
Wednesday, February 12, 2020**

1. CALL TO ORDER:

The Park and Recreation Advisory Commission Work Study meeting was called to order at 6:00 p.m. in the Mayors Conference Room.

2. ROLL CALL:

Commission Present: Kevin Sethre, Al Eiden, Derek Schwanz,, Niki Barker, Steve Cook, Willy Krech, and Greg Stone.

Commission Absent: Kathryn Bauer, Mark Freer

Staff Present: Parks and Recreation Director Eric Carlson, Parks Superintendent Brian Swoboda and Recreation Superintendent Julie Dorshak

3. Work Study Discussion

A. Discuss Comprehensive Park Plan and Development Guide

The Park Commission had a discussion on the project outline, schedule, website information, and community engagement. The Commission will be signing up to participate in park meetings and reviewing a draft of the park surveys prior to the next meeting.

B. Discuss Dakota County – Veterans Memorial Greenway

The Park Commission was informed about Dakota County's interest in potentially creating a Veterans Memorial at Rich Valley Park. More information will follow in the future.

D. Miscellaneous

NA

4. ADJOURN:

The meeting was adjourned at 6:50 p.m.

**City of Inver Grove Heights Minutes of the Proceedings
Of the Park and Recreation Advisory Commission
Wednesday, February 12, 2020**

1. CALL TO ORDER:

Chair Sethre called the January 12, 2020 Park and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Chair Kevin Sethre;; Commissioners: Steve Cook, Niki Barker, Al Eiden, Willie Krech, Mark Freer, Greg Stone, and Derek Schwanz; Parks and Recreation Director Eric Carlson, Recreation Superintendent Julie Dorshak, Parks Superintendent Brian Swoboda, Aquatics Coordinator Maddy Rosewood, Recreation Coordinator Chelsea Swiggum, and Recreation Specialist Rachel Mikel.

Absent: Vice Chair Kathryn Bauer.

Minutes prepared by Recording Clerk Sheri Yourczek.

3. PRESENTATIONS:

Parks and Recreation Director Eric Carlson stated there are three new hires within the Department as follows:

A. Introduction of Aquatics Coordinator – Maddy Rosewood

Aquatics Coordinator Maddy Rosewood stated she started in December and is passionate about aquatics. She has worked with some National Water Safety campaigns and worked in California and Florida. She commented she was happy and gratefully for the opportunity to be here and bring her aquatics experience to the city.

Commissioner Cook asked if there would be different types of programming or changes to the aquatics program. Coordinator Rosewood responded she is looking into and evaluating current programs. She commented there are great opportunities in the city for water safety education and that she is very passionate about drowning prevention. Councilmember Barker asked if she would do any instruction. Coordinator Rosewood responded in addition to teaching and training our team she would also be teaching the community in the pool.

B. Introduction of Recreation Coordinator – Chelsea Swiggum

Recreation Coordinator Chelsea Swiggum stated she has been with the Department since the beginning of January. She is working with the team to make sure the Parks and Recreation Department is taking the programs to the next level. She will be overseeing the Kids ROCK Program and doing preschool, youth events, sports programs, and the Princess Dance which took place on Friday. She graduated from St. Cloud State with a Recreation Major and came from the City of Becker. She commented that she looks forward to getting to know the Commissioner's well and hoped to see them at some of the events.

C. Introduction of Recreation Specialist – Rachel Mikel

Parks and Recreation Director Carlson stated Rachel Mikel was a former Intern and is now here full time.

Recreation Specialist Rachel Mikel stated she did her Internship here two years ago and is familiar with the city and the department. She helped with the Recreation Department, the Golf Course, and the front desk for a few months last year. She began full time two weeks ago. She stated she would be doing youth and family, working with sports camps, youth sports, special events, the Princess Dance, Kids Sports Night, and some community programs. She commented she is excited to begin here full time.

Commissioner Stone stated he had the pleasure of volunteering with Rachel when she was interning and was pleased to see her on board.

Director Carlson thanked them for being here and stated they are excited to have them, their enthusiasm, and new ideas that they bring to the department. He stated they are looking forward to great things from all three of them.

4. ANNOUNCEMENTS:

- A. You can find information regarding the City of Inver Grove Heights by visiting our Website at: www.invergroveheights.org
- B. Find us on Facebook at Inver Grove Heights Parks & Recreation
- C. Follow us on Twitter at @IGHParks
- D. Follow us on Instagram: @ighparksrec
- E. Next Meeting: March 11, 2020. Regular Meeting 7:00 p.m.

5. CONSENT AGENDA:

- A. Approval of Agenda.
- B. Approval of Regular Meeting Minutes of November 13, 2019.
- C. Approval of Regular Meeting Minutes of December 11, 2019.
- D. Approval of Work Study Meeting Minutes of January 8, 2020.

Motion by Commissioner Cook second by Commissioner Schwanz to approve the Consent Agenda.

Ayes: 8

Nays: 0 Motion carried.

6. PUBLIC COMMENT:

A. NW Area Park Plan – Resident Questions/Concern (Ms. Kelly Staples).

Parks and Recreation Director Carlson stated people are in attendance to speak about the lack of parks in the northwest area.

Kelly Staples, 6503 Arctic Court, Settler's Ridge Development, stated she and her husband have three children ages 12, 10, and 7 who love to spend time outside. There are no accessible playgrounds or city parks anywhere near their home, the closest is over 2 ½ miles away. She requested the Commission look for some space within a safe distance from their development. The area north of 70th Street, East of Highway 3, west of the realigned Argenta Trail, or with safe walking access over Argenta Trail.

She stated she has read that the city has interest in the "Cole Property" in the northwest quadrant with no contracts or Agreements in place to acquire the property. Residents fear waiting for that land to build a park and if it doesn't come to the city, they would be out of options. She stated there is a development currently under review to go in north of 65th, adjacent to Highway 3, called Windsor Ridge. She requested the City require Windsor Ridge to put parkland in lieu of taking cash payment because of the uncertainty of the Cole property. She stated most of the remaining land is owned by Ace in The Hole and is unaware of their plans for future development. She requested, instead of making a ten-year plan, it be looked at sooner, within the next two years, and that the Windsor Ridge Development be strongly considered as an option for a park.

Commissioner Barker asked how long Ms. Staples has lived at her residence and if they were told a park would be a part of the plan. Ms. Staples responded she has lived there since May and they were not told a park was part of the Lennar Development. They were hopeful there would be a park as a part of another development nearby. Commissioner Barker asked if other developments were told they would get a park. Ms. Staples responded she was not aware what other people were told. Residents of Settler's Ridge have been told different

things by different people throughout time. She stated she noticed an email from Director Carlson from 2018 and 2019 that states it was the cities goal to hopefully acquire the Cole property or property near that.

Commissioner Cook stated his understanding was that it may have been the Developer's option to either donate land or money the city would use for park. He was unsure if the city could say they wanted land to be donated instead of cash. Director Carlson responded under the City Subdivision Ordinance, the city has the option of taking cash or land when a Developer proposes development within the city. He stated there were conversations with the Developer about taking some of their land for a park. From the Developer's perspective it made their development unfeasible financially. He stated this has been the difficulty with other Developers as they have a finite parcel of acres, between roads and stormwater, there isn't anything left over, and the Developer cannot make it work financially.

Ms. Staples agreed that is their concern. Their development alone generated \$350,550 in cash payment with no benefit or park anywhere close by.

Chair Sethre asked where the nearest park was. Recreation Director Carlson responded Salem Hills Park in Inver Grove Heights. Ms. Staples responded there was also Hagstrom King Park in Mendota Heights. She stated as a resident of Settler's Ridge, the issue of park space was also noted in Argenta Hills and Blackstone Vista. There will be more development without a park in the area. Commissioner Cook commented this issue has been discussed several times, they are concerned about finding a way to make a park possible.

Meghan Holcomb, 6561 Agate Trail, Settler's Ridge Development, stated she is here on behalf of her daughter and other parents and children of their neighborhood. They are concerned there is no park within safe walking distance. She commented they are requesting a park with playground be placed by spring 2022. The specific location is already known and has already been flagged as one of the ½ mile radius areas in the 2030 and 2040 plans. She stated south of 494, west of 3, east of Argenta, north of 70th. This location is for safety. She stated the 2030 and 2040 have the following key elements to move forward:

- Acquisition of parks in the northwest area. She commented no new park has been added despite being on the cities radar since 2008.
- Per the 2030/2040 plans, neighborhood parks have aimed to provide a safe ½ walking distance to neighborhood parks.
- There is no park within 2.4 miles of their neighborhood.
- There is no park at all within a safe walking distance. The closest is in Salem Hills by car, 2.4 miles away which involves driving up Highway 3, where there is no biking path and crossing the highway.
- Why spring 2022. There are currently 72 kids in Settler's Ridge aged 0-15 as of August 2019. They would like the children to be able to utilize the park while they still can, before they grow up.
- Discussion tonight to bring attention so they can get plans in place to get the park in place by spring 2022.

Commissioner Barker stated at a previous meeting they spoke about what constitutes a safe walking distance. She commented it makes her think about the lack of sidewalks anywhere, even where she lives. She questioned the meaning of safe walking distance asking if this meant road speed limit or lack of a sidewalk. She stated this discussion comes up every month and is a priority.

Ms. Holcomb asked if they have made progress up to this point. Chair Sethre responded he believed they have. Negotiations have gone back and forth about properties. There have been no proposals because there has not been any property. Commissioner Cook asked if there has been any additional progress. Director Carlson responded Dakota County is purchasing land to extend Argenta northward this year. He stated the city believes some of it would be excess and are hopeful to acquire some of that property for a park. That is the next best option short of someone donating property. He stated they have spoken to other property owners for parkland who wanted way more for their land than what it was appraised at, south of 70th. He stated they are working

with the County and the Coles on their property north of 70th. He stated as new developers come in, the city would have to look at how they can meet park needs in the developments.

Chair Sethre asked where the Cole property was located. Director Carlson responded it was located west of Argenta, south of 494, and has property in Eagan and Inver Grove Heights.

Commissioner Schwanz asked if land was purchased tomorrow, how long it would take until park opening. Director Carlson responded if the land is owned in the wintertime it would take all of the next construction season to build a park. It could 1 1/2 years. They would need to know how it would be graded, amenities, meetings will be held with residents about what they want out of a park, how would people get to the park, and how big it would be. He stated they are understandably concerned and frustrated.

Commissioner Cook asked if Developers were eager enough to build and sell property would be willing to donate land in lieu of cash contribution. He commented that may be the only way to get a piece of property for this park, which is a priority. Director Carlson stated it is a priority. He encouraged the neighbors to put pressure on the group to produce something. He commented they hope to be able to solve this in the very near future. Ms. Holcomb asked when the next Park Commission meeting was. Director Carlson responded they meet on the second Wednesday of every month. The next meeting is March 11.

Commissioner Barker asked if people should voice their concerns to someone else such as the City Council, or Developers. Director Carlson responded the City Council is aware the group is coming to the meeting tonight and are aware of the need to have parks in the northwest area. He encouraged her to attend the next City Council meeting and pick a couple of spokespeople to reiterate and reinforce their desires and interests.

Commissioner Cook commented that both have presented in a way that the City Council could respond to. Commissioner Eiden stated these residents have already been to the Council, the last time the Council directed them back to the Parks Commission to try to solve the problem. He stated the plans they are looking at were drawn several years ago. Times have changed, action needs to be taken to go out and put together a plan to begin looking for property. He stated there are interim plans they could consider. He suggested rather than looking for land dedication from a development, the city would end up purchasing land anyway. He stated this Commission needs to take a more proactive stance and go out and figure out what they can do to put something in that quadrant. Continuing this way wouldn't go anywhere. He stated the plan has five parks in that section as a concept.

Chair Sethre suggested they find out what property is available and accessible. They could negotiate and approach a landowner. Commissioner Eiden agreed. He stated people with young children's main concern is a play area because that is the age their children are at. He stated the Commission needed to have a discussion and thinking differently about how they may develop there. He stated half of the land that is not buildable is not developable by anybody.

Chris Staples, 6503 Arctic Court, stated the problem has been identified. He agreed with Commissioner Eiden's suggestion about rethinking things. He stated Commissioner Cook was correct in that the city shouldn't let the Developers say they were not going to do that or look at it. Someone else will come in and develop the land. He challenged the Commission and the City Council to think smaller and think bigger. In a smaller sense, a one- and two-acre parcel for a small park with a small playset and a picnic pavilion. He stated in the Settler's Ridge Development there are two or three lots that would become available once the Alverno access is closed and the Argenta and 70th project is complete. The city could put a park there and work out a deal with Lennar to buy it back. He stated one to two acres is different than a five-acre park but still accomplish the same thing. He suggested thinking bigger because this is the fastest growing area in Inver Grove Heights now, the tax base raised will be enormous. They should think about building a facility for all those families in the area and outside of the area to come in for tournaments and events. He commented if that isn't done, they would go to Eagan, Mendota Heights, or Rosemount, where they are already going. This would bring in extra business.

Commissioner Cook asked for further information on Mr. Staples' idea of building a facility. Mr. Staples stated they currently have Rich Valley park which is far from any centers, businesses, and development in Inver Grove. The area he is talking about could have a soccer field, a couple of baseball fields, larger park, adaptive park, a broader concept that other cities are doing. They could get sponsors. He commented with a larger corporation next door, they may want to help.

Commissioner Barker stated everyone on the Commission is probably in agreement this is needed in such a fast-growing area. Until a policy that the city has is changed, that states if you want to develop here you have provide this for people. She commented that maybe putting a little more pressure on the city and the City Council, if they want the people and business here, what are they doing to help young families. Chair Sethre stated he didn't believe there was a policy in place to accept cash payments. Commissioner Cook agreed with Commissioner Barker's comments that the City Council must take a role in making a statement or requirement of developers. They could also work in collaboration with the Commission and Park and Recreation Staff.

Commissioner Krech asked Director Carlson about the property that was looked at between Argenta Trail and the Highway. He asked if that was a money issue. Director Carlson responded the property owner was not willing to negotiate. Unless the City Council decides to use eminent domain, it cannot be taken. He stated the Council has not been interested in using eminent domain at this point.

Commissioner Eiden commented that the City Council could possibly return the issue to the Commission. The Parks Commission is supposed to be Consultants advising the Council with recommendations. He stated this Commission should initiate putting more pressure on the City Council and the city itself. One way would be to establish a group and the focus would be to talk about what to do, talk with the neighbors, namely the Vikings and TCO. He proposed to figure out a way this Commission looks at possible solutions, the current plan for the northwest quadrant, Associations, and the County.

Chair Sethre requested having this as an Agenda Item for the next Parks and Recreation Commission meeting. This would be to develop a template and criteria to move forward.

Commissioner Krech asked if there are parcels that can be used, but people won't sell due to a price disagreement, they should come back to the Commission with a price they would be willing to sell for. He stated the park dedication residents paid might be able to buy some of the land there, in addition to funds to put in equipment. He stated the area is hilly and deep due to watershed and water storage, there is no land left.

Commissioner Cook recommended having a Work Session prior to the next Commission meeting to discuss options and potential plans. Chair Sethre agreed.

7. UNFINISHED BUSINESS:

None

8. REGULAR AGENDA:

A. Consider Approval of Plans and Specifications for Salem Hills Tennis/Basketball/Pickleball Court Project.

Parks Superintendent Brian Swoboda stated this is for approval of the plans and specifications for the Salem Hills Tennis, Basketball, and Pickleball Courts to be put out on bid. In October 2019, the Parks and Recreation Commission approved Fred Kolkmann Tennis and Sports Surfaces to provide plans and specifications to replace the two tennis courts and one basketball court at Salem Hills Park. Fred Kolkmann came back with three designs; Design Option 2 was selected. It includes the existing footprint but changing the two tennis courts over to one tennis court, two pickleball courts, and one basketball court. He stated the Salem Hills courts were constructed in 1990, repaired multiple times, and at/or past maturity. He stated a neighborhood meeting was

hosted; letters were sent to neighbors within 300 feet of the park. Those in attendance preferred Option #2. Project details are:

- Milling and raising existing surface.
- Installing new 8-foot border fence.
- Installing 6-foot divider fences. Between two pickleball courts and the tennis and pickleball court.
- Fencing includes 6-foot PVC slats on the north and south facing.
- 4-foot slats on the divider fences.
- Four gates that are ADA Accessible.
- Two leaf gates for maintenance purposes.
- Similar to that of North Valley, blue/grey with white lines and the exterior, green.
- Asking for add-alternate options to include switching fencing from the existing galvanized to black coated and adding a fence on the west side of the basketball court.

He stated that Fred Kolkmann Tennis and Sports Surfaces replaces and assures quality construction. Staff recommends approval, and that the City Council put out for bid. The tentative timeline is as follows:

- Post advertisement for bid: First two weeks in March
- Pre bid conference meeting: March 18
- Bids due and opened: April 1
- Council approval: April 13
- After approval, notify Contractor, have a preconstruction meeting, and tentative start date of April 27
- Hard finish/completion: August 28

He stated the courts would be closed during the construction period for approximately four months. There is a 30-day curing process for the blacktop to cure before color coding and striping. Preliminary estimates provided by the Architect:

- Pavement/Concrete: \$70,000
- Fencing: \$58,000
- Surface/Coating: \$24,000
- Additional park amenities, benches, nets, hoops, design inspection, and fees: \$173,000 for entire project.

Chair Sethre asked if the entire project came out of Fund 444. Superintendent Swoboda responded that was correct.

Commissioner Freer asked how the steps were. Superintendent Swoboda responded the steps were in decent shape, the rail needs sandblasting and painting, which they would do. The court will be raised up to be level with the bottom step.

Commissioner Schwanz asked what the purpose of the add-alternate options were. Superintendent Swoboda responded the options were the fence behind the basketball court by request of Commissioner Freer, the other was to see the pricing difference between the galvanized fence and the black coated fence, which is what is at North Valley. Quality and warranty are the same, it was a matter of looks, and he preferred the coated option.

Commissioner Eiden asked if there was any displeasure about closing it down during the summer. Superintendent Swoboda responded it would be posted on the city website, and signs would be posted at the park along with suggestions of where they can go to play those sports.

Motion by Commissioner Eiden second by Commissioner Freer to approve Plans and Specifications for Salem Hills Tennis/Basketball/Pickleball Court Project.

Ayes: 8

Nays: 0 Motion carried.

B. Consider Approval of South Valley Park Master Plan.

Park and Recreation Director Carlson stated this is for review and to approve the proposed changes for the South Valley Park Master Plan. The following is proposed:

- Community Garden.
- Lookout tower.
- Remove current playground, ballfield, shelter, and building and reconfigure.
- The trail runs straight through and is quite steep. The revised plan reroutes the trail around the amenities and becomes handicapped accessible.
- The shelter would be relocated and larger than it currently is including having restrooms in the facility.
- Garage type doors on the shelter could be open or closed due to weather. Building would not be heated. Room for about 100 people.
- Brand new play structure. The current structure is over 25 years old. Replacing with a new structure that has a natural theme.
- Small area for park programs.
- Overall area perfect for a small wedding, in what they call the performance area.
- Adding 20 stalls of parking to accommodate a total of 57 vehicles.
- Archery Range, Natural trail around the pond, a board walk or board walks.

He stated an Open House was held for residents in January. People in attendance were supportive of the overall Master Plan. The request is for the Park and Recreation Commission to recommend the Master Plan to the City Council.

Director Carlson stated they are working on writing a Grant to the Minnesota Department of Natural Resources Outdoor Recreation Grant to help with some of these improvements. They are focusing the Grant Application on these improvements including the parking lot as Phase 1 improvements. Phase 1 would cost approximate \$2 million dollars. Pavement Management Funds would be used for the parking lot and trail work and the Capital Replacement Fund, Fund 444 for work in the general area. He stated with a successful Minnesota DNR Grant they would be able to fund approximately \$2 million dollars of improvements. Improvements in other areas would come at a later date. Draft of the Grant Application would be at the March 11th meeting and due to the DNR by March 27th. All improvements are Grant eligible and are requested to be matched on a one to one basis with city money.

Commissioner Cook asked if there was a food preparation area. Director Carlson displayed a photo with more detail of the shelter stating there was an area for picnic tables, two restrooms, mechanical room, and a kitchen with countertop and electricity. The room could be closed off when it's not being rented.

Chair Sethre stated this is a proposal, there is no money allotted yet. Director Carlson responded they are not spending money at this stage.

Commissioner Eiden asked what was being approved. Director Carlson responded this is for the Master Plan. If successful with getting a Grant, of which they would be notified in Fall 2020, greater detail would be needed. They have two years to expend the money in 2021 and 2022, that would be Grant eligible. Commissioner Eiden asked why the Community Gardens were in Phase 3 as it was an inexpensive amenity that they could use and apart from the park. Director Carlson responded the phase numbering doesn't mean the order in which the phases would happen. It broke it down by area. He stated it is suggested moving forward with Phase 1 due to the age and condition of the facilities in the immediate area.

Commissioner Cook stated there are several unofficial trails in the area and if there would be a plan to incorporate them into being official. Director Carlson responded site specific items are included in the documents received in their packets. The sliding hill stays as a part of the plan with a raised berm as a safety feature at the bottom.

Motion by Commissioner Stone second by Commissioner Cook to approve South Valley Park Master Plan.

Commissioner Eiden stated he would be more comfortable if this said South Valley Park Master Plan Concept. He liked what has been developed by the Consultants and is in favor of that. He understands the approval because of the Grant, but still has a lot of questions. He commented that he doesn't want to vote against it but would abstain.

Ayes: 6

Nays: 0

Abstain: 2 (Eiden, Krech) Motion carried.

Commissioner Krech stated he abstained because there are things that are more important to spend money on than this. For example, the park problem people were in attendance for. Chair Sethre stated it was different funding. Commissioner Krech stated they can fund this but those people that want a park have to wait for things to be settled. If we get a Grant, the City will have to come up with more money. He stated Heritage Village Park isn't done yet. He asked why they are doing another park before finishing others. He stated it was okay to approve this concept plan to be put in the Comprehensive Plan down the road in five years or so. He commented that other items need to be finished and accomplished first. He asked how they are going to accomplish having parkland for the people in the area that were in attendance. Commissioner Freer stated that was a discussion that would be had during a Work Session. Commissioner Stone agreed with what Commissioner Krech was saying, but suggested it wait for another time as that item is not on the Agenda, and this item is.

C. Review 2020 Work Plan.

Parks and Recreation Director Carlson stated at the January Work Study Session the Commission discussed things they wanted to accomplish and reviewed a list of ideas that staff put together. He stated the Commission is encouraged to talk about, modify, and adopt the list if they agree.

Commissioner Eiden stated the list has seven items. He referred to them as follows:

- The last two items, 6 and 7 are needed but more maintenance.
- Item #1 would have all involved along with Staff.
- Item #2 should be quick, but one area that the Commissioners need to be face to face with citizens as it could raise concern. A subcommittee of the Commission should be out in front.
- Item #3 should change, and he would volunteer to become a subcommittee member to pursue that actively.
- Item #4 we are involved with, have subcommittees.
- Item #5 is ok; the work plan is in good shape for this.

He stated he is comfortable with the work plan laid out.

Motion by Commissioner Schwanz second by Commissioner Freer to adopt the 2020 Work Plan.

Ayes: 8

Nays: 0 Motion carried.

D. Review Park and Recreation Commission SWOT Analysis of the Park and Recreation System.

Park and Recreation Director Carlson stated at the January Work Study Session the Commission discussed a SWOT Analysis (Strengths, Weaknesses, Opportunities, Threats) from a Parks Commission perspective on the Park and Recreation system in conjunction with updating the Comprehensive Park Plan. If there is anything to add, delete, and modify, the Commission can do so.

Commissioner Cook stated he was comfortable with the outline. Chair Sethre agreed.

9. ADMINISTRATIVE PRESENTATIONS:

A. Department Happenings.

B. Update on Heritage Village Park Master Plan Subcommittee (Barker, Eiden, Freer).

No discussions have taken place.

C. Update on Heritage Village Park Historical Subcommittee (Bauer, Cook, Eiden).

Commissioner Eiden stated at the last meeting it was decided to have a list of 17 or 18 citizens that they had invited to a meeting. They would follow up with those people to find out their feelings about the two buildings plus other history items they should have in the city. He stated at their next meeting they would focus on information they have of a historical nature and how they might display that in Heritage Village Park.

Commissioner Cook stated the subcommittee continues to discuss about whether to focus representation on Inver Grove Village and what took place or enlarge it in some way to incorporate other historical aspects of the city.

Commissioner Eiden asked if anyone has anything of interest of a historical nature, artifacts, information, stories, or pictures, to please contact the Commission or Subcommittee members. They would be happy to work with people to help develop the story of the city.

D. Update on Heritage Village Park Architectural Subcommittee (Barker, Freer, Schwanz, Sethre).

No discussions have taken place. Commissioner Krech stated they are waiting for Grant information. Director Carlson stated at the March 11th meeting the plans and specifications would be in front of the Commission for review and approval. This includes the next phase of improvements including the restroom facility, shelters, inclusive playground, and all the site work and landscaping associated with that. This also includes Agenda Item 9B.

Commissioner Barker stated if anyone would like to see the renderings, the inclusive playground website has them at allcanplayigh.org click on the Heritage Village Park bar, you will find the renderings there. She stated the Fundraiser that was held at B52's was a success.

E. Update on South Valley Park Master Plan Subcommittee (Eiden, Freer, Sethre, Stone,).

This item was previously covered.

10. COMMISSION COMMENTS:

A. Commission Comments.

There were no Commission Comments.

B. Input from Commissioners on the Next Agenda.

Chair Sethre stated people from the northwest area have expressed frustration that money is being dedicated to other parks. Money comes from different areas, priorities, and funds.

Commissioner Krech stated the need to be good stewards with money. If the money is spent on everything else, they would not be able to buy any parkland. He stated the northwest quadrant should be a priority, to get a two-

acre parcel of land. Everything else can hold. Those in the northwest quadrant have no place for kids to go. He stated the land there is hilly and a Contractor needs to get it built up and on the tax rolls again.

Commissioner Krech stated there is land sitting vacant over by Target. He commented that maybe they need to get an interim use and use part of that land for a playground area. Or find a way to buy the land that is between old Argenta and new Argenta. He asked Director Carlson how many acres there were. Director Carlson responded there are about five to seven acres.

Director Carlson stated as mentioned, there is a variety of funding sources to advance park projects from new parks, to existing, to maintenance. It is part of his job to make sure there is adequate funding in place for these improvements from eligible funding sources. He stated he is always looking for ways to make improvements to the parks system and utilize as many funding sources as possible, be it outside the city in the form of a Grant, or a partner, Capital Improvement Fund, or the Park Acquisition Fund. He is aware of the demands and pressures of what little money they have, and what is needed to accomplish the priorities both the Commission and City Council has to meet for the need of residents in the overall city. He stated all those things are thought of and shared so that the Commission can understand and be comfortable with the decisions being made.

Commissioner Cook stated we have a responsibility to residents where there are established parks, to keep those parks in good condition, and to update and make changes when appropriate. There is also an obligation to develop parks in areas where there are none. He stated it's not one or the other, we need to be doing both as they move forward.

11. ADJOURN:

Motion by Commissioner Freer second by Commissioner Barker to adjourn the meeting at 8:44 p.m.

Ayes: 8

Nays: 0 Motion carried.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Consider Park Dedication Requirements for Alliant Ventures III, LLC – Case NO 19-53PUD

Meeting Date: March 11, 2020
 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

Approve park dedication and trail requirements as recommended.

SUMMARY

The applicant is proposing to develop 15 single family housing units. The site is located at 9697 Inver Grove Trail.

Park Land

The adopted Comprehensive Park Plan and Development Guide does not identify a need for a park in this general area. The property is located across the street (Cahill Ave) from Pine Bend Elementary School

It is anticipated that as we update our Comprehensive Park, Recreation, Trail, and Facility Plan that residents living south of Concord Blvd may be interested in additional public park facilities. Additional facilities could be considered as a part of River Heights Park.

Cash Dedication

It is recommended that the developer be required to provide cash in the amount of the rates in effect at the time the final plat is approved. The current 2020 rate is as follows:

\$2,850/unit x 15 = \$42,750

Tree Preservation

The issue of tree preservation is a planning issue and not a PRAC issue. However, the Planning Commission and City Council should be encouraged to make sure the City's ordinance related to tree preservation is followed and if the developer isn't replacing trees on a caliper per caliper inch as outlined that they are required to provide the necessary cash payment that would be deposited in the Tree Fund and used in public parks and open spaces.

Landscaping

Given the Emerald Ash Borer (EAB) epidemic, ash trees should not be allowed to be planted and if any exist on the site they should be required to be removed.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Review South Valley Park – MN DNR Outdoor Recreation Grant

Meeting Date: March 11, 2020
 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 review the draft of the South Valley Park – MN DNR Outdoor Recreation Grant and make appropriate comments. It is recommended that the Commission recommend approval of the attached resolution for City Council consideration.

SUMMARY

The City has updated and adopted the Master Plan for North/South Valley Parks (see attached plan). In 2019 we completed a first phase of the master plan by constructing pickleball courts.

In April of 2019 the Commission reviewed and approved an RFP that has assisted the City in developing a South Valley Park Master Plan with the intentions of writing a MN DNR Outdoor Recreation Grant.

A subcommittee of the Park Commission consisting of Commissioners Eiden, Freer, Sethre, and Stone were involved in the development of the plan and a public meeting was held in January to gather public feedback all of which has been positive.

Generally, the plan outlines the following:

- Picnic Shelter/Restrooms/Utilities
- Playground (potentially Nature Based)
- Parking Lot Resurfacing/Addition
- 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

Staff has been working with HKGI on writing a grant request for the 2020 MN DNR Outdoor Recreation Grant in the amount of \$250,000 to help with future improvements. The grant is due by March 27th and recipients are notified in the fall of 2020. Once the grant agreement is executed, we would have 2-years to complete any projects funded by the grant (anticipate fall of 2022). The grant requires a 1:1 non-state match. The recommended improvements are identified as Phase 1 and Phases 2 and 3 would follow in subsequent years.

Phase 1: Activity Area

Parking Lot extension

Shelter

Playground

Performance Area

All associated trail connections and amenities associated with the new Activity Area

Phase 2: Archery and Trail Loop

Natural surface trail loop

Boardwalk connections

Retaining wall

Interpretive signage

Archery range

Phase 3: Western Bluff Area

Community Garden

Lookout Tower

Trail Link

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

RESOLUTION NO. _____

**RESOLUTION SUPPORTING MN DNR OUTDOOR RECREATION GRANT
SOUTH VALLEY PARK IMPROVEMENTS**

BE IT RESOLVED that the City of Inver Grove Heights act as legal sponsor for the project contained in the Outdoor Recreation grant application to be submitted on March 27, 2020 and that Eric Carlson - Parks & Recreation Director is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the City of Inver Grove Heights.

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Outdoor Recreation Grant Program Manual and certifies it will report any actual, potential, perceived or organizational conflicts of interest upon discovery to the related to the application or a grant award to the State.

BE IT FURTHER RESOLVED that the City of Inver Grove Heights has the legal authority to apply for financial assistance, and financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Inver Grove Heights has not incurred any development costs described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that the City of Inver Grove Heights has or will acquire fee title or permanent easement over the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, the City of Inver Grove Heights may enter into an agreement with the State for the above-referenced project, and that the City of Inver Grove Heights certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that Eric Carlson – Parks & Recreation Director is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Inver Grove Heights on Monday, March 23, 2020.

SIGNED:

WITNESSED:

(Signature)

(Signature)

(George Tourville, Mayor) (Date)

(Rebecca Kiernan, City Clerk) (Date)

2020 Grant Application

Outdoor Recreation Grant Program

Submission Deadline: March 27, 2020

Before completing this application please read the [2020 Outdoor Recreation Program Manual](#) for further program information. Only one park may be included in an application. Applicants are eligible to submit more than one application and receive more than one grant.

This program is very competitive. Staff members are available to discuss your project or review application materials. You are encouraged to submit any draft application or materials by March 6th if you would like staff to provide comments. Be sure to allow enough time to complete the Applicant Resolution and any appraisals (if your project includes land acquisition). Only completed applications submitted by the deadline will be considered.

Applications are to be submitted electronically in a “.pdf” format by the due date above. Please format the entire application, including all attachments, as one pdf. Use the form provided for each item or reproduce it in the same format. Use [Item 1 – Application Summary](#) as your cover sheet. To submit the application, email a pdf version of the application and attachments to Parkgrants.DNR@state.mn.us.

Paper submission of applications will no longer be accepted unless arranged in advance of the due date with program staff. After submission, make sure you have received a confirmation email that your application has arrived in a useable form by the due date. Applications submitted in an unusable format will not be considered for funding.

Timeline: 2020 Grant Round

- Application materials become available.....December 2019
- Submission deadlineMarch 27, 2020
- Awards announcedJune 2020
- Agreements are signed – project may beginSeptember-October 2020
- Grants expire – projects must be completedJune 30, 2022

For assistance, please contact

- Mai Neng Moua, 651-259-5638, mai.n.moua@state.mn.us
- Audrey Mularie, 651-259-5549, audrey.mularie@state.mn.us
- DNR Information Center, 1-888-646-6367

TABLE OF CONTENTS

Required for all projects:

- Item 1: Application Summary
- Item 2: Project Relation to SCORP
- Item 3: Cost Breakdown
- Item 4: Project Site Evaluation
- Item 5: Community Involvement
- Item 6: Availability for Public Use
- Item 7: Statement of Accessibility
- Item 8: Projected Operation and Maintenance Costs

Attachments:

Required for all Projects:

- Attachment A: Applicant Resolution
- Attachment B: Location Map
- Attachment C: Recreational Site Plan
- Attachment D: Photos

Required if applicable to your project:

- Attachment E: Plans
- Attachment F: Appraisal(s) – Required for all land acquisition projects

ITEM 1 - APPLICATION SUMMARY -2020 APPLICATION

Applicant Information

Name of applicant: City of Inver Grove Heights
Name and title of contact: **Eric Carlson, Parks and Recreation Director**
Address: 8055 Barbara Ave
City: Inver Grove Heights State: **MN** Zip Code: 55077
Phone: 651-450-2587 Email: ecarlson@invergroveheights.org

Park Information

Park Name: South Valley Park
Park Address: 2810 70th St E
City: Inver Grove Heights Nine Digit Zip Code: 55076-
County: Dakota
Existing Park Acres: 93 acres

Commented [JR1]: Need additional 4 digits

Project Information

Type (Check all that apply to this project):

- ☐ Acquisition: Acres to be purchased: **Click to enter amount.**
- ☒ New Development/Construction
- ☒ Redevelopment/ Rehabilitation
- ☒ Replacement/ Demolition

Commented [JR2]: Comment on the amount to be entered

Commented [JR3]:

Description: Provide a short narrative (less than 50 words) of your project proposal. You will describe the merits of your project in Item 2 and the detailed costs/dimensions in Item 3 below. Include only items that will be accomplished with this project. Do not include work to be accomplished in future phases.

South Valley Park Renovation Project (Phase 1) will involve reconstruction of the activity area, including replacement of the existing playground, replacement of the existing picnic shelter, construction of a performance space, parking lot extension, reconstruction of trails and sidewalks for ADA accessibility and installation of lighting and site furniture.

Financial Information

The Applicant must provide a non-state match of at least 50% of the total cost. This match may consist of cash or the value of materials, labor and equipment usage by the local sponsor or donations or any combination of these. Applicants that provide at least 20% of the match from their own resources will receive additional consideration in the review criteria. The total cost shown below must equal the total costs shown in Item 3 – Cost Breakdown.

Total Project Cost: \$1,827,597
Grant Request: **\$250,000**
Match Amount: \$1,577,597

Match Description: Provide source and type of match. Note if it is committed or pending.

The City of Inver Grove Heights will provide matching funds through a commitment from the Park Capital Replacement Fund and the Pavement Management Fund.

ITEM 2 - PROJECT RELATION TO SCORP

Discuss any of the following topics from the Statewide Comprehensive Outdoor Recreation Plan (SCORP) that apply to your project. *The SCORP is available at this [link](#).*

Does the project connect people to the outdoors?

1. Does the proposed project design and redevelop outdoor recreation facilities so that they can accommodate varying forms of transportation to sites (e.g., driving, walking, biking)? *The South Valley Park Renovation Project will improve multi-modal access to the park for drivers, bicyclists and pedestrians, as well as for other users of non-motorized transportation. The project includes the addition of bike racks at the park entry, as well as a low-slope (ADA) accessible trail from the parking area and main entry connecting to the existing primary multi-use trail and renovated activity area. The project also includes the expansion of the existing parking lot to accommodate an additional 28 parking stalls (total 68) for large events and gatherings.*

2. Does the proposed project design, develop, rehabilitate and manage outdoor recreation facilities to encourage use by people with all abilities?

The proposed project encourages use of South Valley Park by people of all abilities by renovating and re-designing existing park facilities to be accessed by low-slope (5% grade), paved paths with direct access to the parking lot, with marked ADA accessible parking stalls. Phase 1 improvements are designed to allow access to all Activity Area facilities via a continuous paved surface with seating and places to rest. Two restrooms and a kitchen area are included in the picnic shelter design, all of which are designed to accommodate people with disabilities. The playground equipment, access, and surfacing has also been designed to provide full access to children with a wide variety of abilities and inclinations, including addressing a variety of sensory experiences.

3. Does the proposed project design, develop, rehabilitate and manage outdoor recreation facilities to encourage use by people of diverse backgrounds and experience?

The proposed project responds to a need for a wider variety of gathering spaces to accommodate larger family gatherings and events, as well as provide a place for people to cook and serve food. The design of the picnic shelter includes a large multi-use covered space (large enough for 100 people) that includes a kitchen and open serving area. The shelter also opens directly to an outdoor barbecue area for expanded options for community and family gathering events. The performance area was designed to accommodate a wide variety of events, from weddings to music events to community education classes (outdoor yoga, for example). The design of both the shelter and the performance area stresses flexible programming options to encourage use of the spaces by people of diverse backgrounds and future event programming to meet the needs of the community.

4. Does the proposed project provide high-quality experiences to visitors through thoughtful design, programming, and interpretation?

The South Valley Park Renovation Project has been carefully designed to address the following topics, which were identified in a previous master planning effort (2017) and through concept design (2019-2020): a) Sight Lines--the redesign of the activity area is intended to open up sight lines across the park to allow families and children to engage in multiple activities while maintaining visual sight lines across the park to enhance a

sense of safety and comfort; b) Natural Theme—the playground equipment, shade trees, landscaping, surface material choices and cladding of the picnic shelter are intended to reference and compliment the surrounding 'natural' landscape of the valley and park setting; c) Design for Many Uses—the re-organization of the spaces within the activity area with open circulation allows for families, groups, and individuals to utilize the common spaces of the park in a variety of ways simultaneously; and d) Interpretation—both Phase 1 and Phase 2 of the project include new interpretive panels and an interactive kiosk to share information about upcoming events and provide interpretive information to educate park users about the history of the park, hydrology, ecology or other community-identified topics.

Does the project acquire land and/or create opportunities?

Acquisition:

1. Does the proposed project accelerate the acquisition of private in-holdings and add lands to existing parks to enhance resource protection and recreational opportunities?
The project does not require land acquisition.
2. Does the proposed project acquire exceptional one-time opportunities of unique, high-quality natural resources that meet critical needs outside of regional centers?
The project does not require land acquisition.
3. Does the proposed project acquire land to connect protected and high-quality natural resource corridors?
The project does not require land acquisition.
4. Does the proposed project acquire land that protects important water resources including lakes, rivers, wetlands, shoreline, and critical watersheds?
The project does not require land acquisition.

Development/Redevelopment:

5. Does the proposed project design, develop, and/or redevelop facilities that meet the differing outdoor recreation needs for people of all abilities?
People of a variety of abilities will be able to enjoy outdoor recreation through the completed South Valley Park Renovation Project. Both Phase 1 and Phase 2 address passive recreation opportunities for people who may or may not use a mobility device, people who have challenges traversing steep slopes or uneven terrain, people who may have sensory sensitivities with quiet spaces, and people who feel more comfortable in an environment with open and clear sight lines. The new design and redevelopment of facilities in South Valley Park will enhance the experience of people seeking gathering or picnicking, playground use, taking advantage of trails and observation of natural areas and wildlife, as well as interpreting the history and ecology of the park. Phase 2 will also include an accessible archery range.
6. Does the proposed project create an accessible environment that is open and flexible to accommodate new and emerging nature-based recreation uses?
New and emerging nature-based recreation uses, such as group wildlife walks, presentations and educational programming will be facilitated by redeveloped and new features in the park, such as the performance space (multi-purpose area with smooth surface paving), the picnic shelter (with two universal restrooms and accessible kitchen area). The natural surface trail (Phase 2) will facilitate wildlife observation and provide access to the stormwater basin with boardwalk segments.

7. Does the proposed project develop infrastructure and amenities that meet the needs and interests of future generations and diverse communities?

The design concept for South Valley Park Renovation Project focuses on creating multi-purpose spaces and developing facilities that can be used for a wide variety of events for large groups, smaller family gatherings and individuals. As demographics shift in Inver Grove Heights, South Valley Park will serve a larger role in accommodating family events such as weddings, graduation parties, and holiday celebrations, that will require variations in space and amenities. By providing electrical connections throughout the park, opening up sight lines, and creating a continuous path connecting gathering and seating spaces with the picnic shelter, performance space and playground, the activity area can accommodate events that are popular today (such as Music-In-the-Park) while demonstrating flexibility for future uses.

8. Is the proposed project designed and constructed with sustainable and resilient infrastructure, (rely on up-to-date green infrastructure and best practice designs)?

The proposed concept design for South Valley Park includes the following considerations for resilient and sustainable infrastructure: a) connection to city sanitary sewer to replace existing septic system; b) incorporation of permeable surfaces (performance space, playground to have permeable surfaces such as permeable paving and engineered wood fiber) to increase infiltration of stormwater throughout the developed area; c) integrated design of rain gardens and vegetated swales to slow and filter surface runoff from the parking area and activity area; d) hardy, native species or native cultivars to be incorporated into the landscape design to lower maintenance costs and attract pollinator species; e) natural surface loop trail (Phase 2) to be designed with best practices in sustainable trail design as guided by MnDNR. The final trail layout will focus on minimizing tree removal and grading, as well as incorporate low-impact boardwalk design for areas prone to flooding.

Does the project take care of what we have?

1. Does the proposed project result in redevelopment, renovation or rehabilitation of existing infrastructure to ensure high-quality and safe experiences for the public?

While the current playground and picnic shelter at South Valley Park are very popular and well-used, the structures are dated and showing wear beyond their lifespan. Also, neither facility is ADA accessible. The installation of the proposed playground equipment and construction of a picnic shelter with ADA restrooms, all accessed by low-sloped paved path and open sight lines, along with shaded seating throughout will provide a better experience for children of different age groups, while creating an inclusive experience for people of all ages and abilities. Material choices will reflect the natural value of the surrounding park while maintain durability over the next 20-30 years.

2. Does the project sponsor maintain a capital asset management plan to ensure protection and full utilization of the proposed facilities?

Click here to enter text.

Commented [JR4]: Verify with Eric

3. Does the proposed project preserve existing high-quality natural areas and water resources?

Phase 1 of the South Valley Park Renovation Project is part of a larger plan to address active living principles with a long-term goal of preserving the natural habitat and ecological function of South Valley Park. The renovated activity area will be constructed on the site of the current playground, picnic shelter, and ballfield area, with minimal

disturbance to surrounding natural areas. Tree removal for Phase 1 will be minimal, with the only planned tree removal to include 3-5 existing Ash trees (summer 2020). All applicable erosion control measures will be implemented during the construction process to ensure surface runoff from the construction area is limited. The parking lot extension, performance space, picnic shelter and playground area will have a larger footprint than the current developed area of the park, which will be offset by additional infiltration and stormwater management best practices. The existing ball field aggregate will be removed and the ballfield surface will be converted to a turf lawn, seeded with a pollinator-friendly mix. This will increase wildlife habitat potential as well as increase stormwater infiltration in this area.

4. Does the proposed project restore and reconstruct natural communities that have been degraded or lost due to agriculture or development?

A portion of South Valley Park southeast of the proposed project area was used as a farmstead from approximately 1868 through the early 20th century. The remainder of the parkland remained undeveloped through the settlement of Inver Grove Heights. The City of Inver Grove Heights obtained the land for the park in 1967 and 1978, and was developed as parkland beginning in 1980. The project will not impose additional disturbance to natural communities within the park, as development will occur in areas that have been previously developed for park facilities and infrastructure.

ITEM 3 - COST BREAKDOWN

Development (see Program Manual for eligibility) Contingency costs are not eligible.
Design/Engineering costs in excess of 10% of the total project construction cost are not eligible.
Enter information in the table(s) below. See Attachment for Full Estimate of Costs

Facility (e.g. picnic area, campground, walkway, shelter, restroom)	Description (linear feet, dimensions, material used, number of components, etc.)	Estimated Cost	Expected Completion Date
Site and Utility Work (entire project area, Items 1-4, 7 in cost estimate)	Includes site preparation (including mobilization), erosion control, survey and staking, construction fencing/entrances. Also includes removals of existing playground, pavements, curbs, shelter and warming hut, ballfield aglime, trees (Ash). Includes establishing utility connections and stormwater infrastructure, as well as grading for parking and activity area. Utility work to be completed by contracted professionals.	\$355,788	December 2021
Picnic Shelter (Item 8)	Includes construction of foundation, framing, cladding, fenestration, roofing, and all interior finishing of ____ SF picnic shelter with (2) ADA accessible universal style restrooms, a mechanical room, a storage room and a kitchen/food preparation area.	\$803,000	December 2021
Playground (Item 9)	Includes construction of ____ SF playground with engineered wood fiber surfacing, thickened concrete footing at perimeter walk, inclusive play equipment to be of nature-based theme, and any custom or site-built wood playground components. See playground plans.	\$190,224	December 2021
Performance Area (Item 10)	Includes 2,880 SF area of permeable paving and integrated infiltration bed, and 24 LF of a cast-in-place seat wall with integrated power source.	\$122,400	December 2021
Site Furnishings (throughout project area, Item 11)	Includes (5) benches, (11) picnic tables, (2) trash/recycling receptacles, (4) bike racks, (1) multi-faced kiosk, (1) outdoor grill, (1) firepit	\$56,000	December 2021

<i>Parking Lot Extension (Items 5.01-5.04)</i>	<i>Includes installation of striping, curb and gutter, bituminous surface (5,700 SF), (2) curb ramps and crosswalk striping at trail crossing.</i>	<i>\$68,901</i>	<i>December 2021</i>
<i>Trail and concrete walk connections (throughout project area, Items 5.05 – 5.07)</i>	<i>Includes installation of 8ft bituminous trail connection from the parking area to connect to existing trail south of activity area (465 LF); concrete for walk, bench pads, bike parking, kiosk pads (8650 SF), and concrete stair (64 LF of treads)</i>	<i>\$124,875</i>	<i>December 2021</i>
<i>Landscaping (throughout project area, Item 6)</i>	<i>Includes turf restoration (pollinator lawn mix), landscape plants (5-gal native grasses and forbs) for plant beds, shade tree allowance (approx. 20 trees), edging and mulch (9,000 SF) and tree grates (6)</i>	<i>\$125,000</i>	<i>December 2021</i>
Total		\$1,827,597	

Land Acquisition (if applicable)

Parcel Identification Number or location	Acres	Appraised Value	Expected Acquisition Date
Total			

ITEM 4 - PROJECT SITE EVALUATION

All applicants must prepare and submit a [Project Site Evaluation](#) using the format shown below. The project site evaluation will provide information necessary to determine the impacts of the project, if any, on the environmental and cultural resources of the area. The following sources of information may be helpful in completing the evaluation:

Endangered Species:

Information on animals and plants that are endangered, threatened or merit special consideration or management is available from the Minnesota Natural Heritage Program/Nongame Wildlife Program, Section of Wildlife, Department of Natural Resources (DNR). A booklet entitled [Minnesota's List of Endangered and Threatened Animal Species](#), that includes a list of all species of Minnesota's animals and plants listed under the provisions of the Federal Endangered Species Act of 1973, Public Law 93-205, and/or Minnesota Statute 84.0895, is available from the DNR by calling (651) 296-6157 or (888) 646-6367 or at the DNR website [Minnesota's Endangered, Threatened, and Special Concern Species](#).

Additional information may be obtained by calling the Division of Ecological Resources information number at (651) 259-5100. The DNR is also developing biological surveys on a county-by-county basis on sensitive natural habitats and rare plant and animal species. Several publications are available which provide detailed information on these subjects. Additional information about county biological surveys is available at [Minnesota Biological Survey](#).

Wetlands:

Minnesota has adopted a "no-net-loss" wetlands policy. Each state agency must ensure that its activities, including state sponsored, financed or assisted projects, do not contribute to the loss or diminishment of the many important values of wetlands. Unavoidable impacts must be minimized and compensatory mitigation must be provided for all values that have been lost or diminished. It is very important, therefore, that the project site evaluation identify all possible wetlands impacts of the proposed project. This will help in determining whether any changes in project scope or design may be required or whether mitigation measures must be undertaken. The basic reference for wetland determination will be the [National Wetlands Inventory](#) produced by the U. S. Fish and Wildlife Service and available at the DNR. Questions regarding implementation of the "no-net-loss" policy and identification of wetlands may be directed to the Ecological Resources Division, DNR at (651) 259-5100.

PROJECT SITE EVALUATION - FORMAT

Please prepare a project site evaluation using the following format and subject categories. Address all of the points covered under each category and be specific. It is important that the project site evaluation be a complete and accurate assessment of the natural and/or scenic characteristics of the area and the likely impacts of the project, either positive or negative, on those characteristics.

Project Site Evaluation:

Part 1 - Description of the Environment and Environmental Impact of the Proposed Project

- A. **Present Land Use:** Describe the present land use of the proposed project site. State the applicant's ownership (fee title, easement, etc.). If the property is to be acquired, will it be a high priority inholding or addition crucial to the use of, ecological integrity of, or access to an existing natural or scenic area? Address any other impacts the proposed project may have on the present land use of the project site or adjacent lands.

Presently, the property is owned by the City of Inver Grove Heights and is designated as parkland. There are no plans or indication that the status of the current land use will change. According to the 2040 Comprehensive Plan for the City of Inver Grove Heights, the park is currently guided to remain as parkland. South Valley Park is adjacent to North Valley Park, connected via a pedestrian-bicycle tunnel with limited maintenance vehicle access. North Valley Park is also owned by the City of Inver Grove Heights, is designated as parkland, and will remain as such. The South Valley Park Renovation Project will occur entirely within the boundary of South Valley Park.

- B. **Environmental Intrusions:** Describe all man-made developments on, above, below or adjacent to the proposed project site, including buildings, utility poles and lines, roads, driveways, pipelines, sewer and water lines, fences, ditches, bridges, billboards, railroad tracks, and related structures or facilities. Explain how these intrusions, if any, might affect the use, protection, and enjoyment of the proposed project site and what measures will be taken to minimize any adverse impacts. All existing and future overhead power lines serving the park must be placed underground. The cost of placing the power lines underground can be included in this application.

South Valley Park is bounded on the north by 70th Street, a Dakota County roadway. The main vehicular entry is from 70th Street, as a paved drive to the parking area within the project area. Along the northwest and eastern edges, South Valley Park is adjacent to private residential properties. The southern edge of South Valley Park is bounded by 80th St, a local collector roadway, with a trail connection into the park from 80th Street. Simley High School and Inver Grove Heights Middle School are located almost directly across 80th Street. City sanitary sewer lines have recently (within the last 2 years) been extended to the northwest corner of the park's property line, providing an opportunity for the future park facilities to connect to the City Sewer system. The existing septic system will be capped as part of the scope of work, and likely a pump station will need to be installed at the northwest corner of the park to address grade change at the sewer connections. Existing power lines cross into South Valley Park from the main entry at 70th Street, with a power pole along the entry drive. From here, power is connected to the existing facilities underground. The proposed project will connect to the existing power (underground). A well house exists on east side of the existing parking lot, and water will continue to be supplied to the proposed building site as is today. All utility and site work will be done in coordination with the City of Inver Grove Heights and all applicable utility companies to ensure best practices and efficient site coordination. The existing picnic shelter, warming house, bituminous pavement (within the project area) and the existing playground will be demolished to construct the proposed project. There are no other buildings, roads, driveways, fences, ditches, bridges, billboards, railroad

tracks or any other related structures or facilities that will be impacted as a result of the South Valley Park Renovation Project. Conversely, the project will not be impacted by any man-made developments on, above, below, or adjacent to the project site.

- C. **Fish and Wildlife:** Indicate whether the proposed project site is on or adjacent to, a national, state or local wildlife management area, park or natural area. Describe the known fish and wildlife species common to the project site and any known species that are listed as endangered, threatened or of special concern. Describe the likely impacts of the proposed project on habitat, population levels, and any other factors related to the fish and wildlife resources.

The proposed project site is not on or adjacent to any national, state, or local wildlife management area, park or natural area. South Valley Park is located within the St. Paul Baldwin Plains and Moraines Ecological Subsection. Known mammal species common to this area are: White-tailed deer, Red Fox, Eastern Gray Squirrel, Common Raccoon, American Red Squirrel, Eastern Cottontail, Virginia Opossum, and Fox Squirrels. Known bird species common to this area are: Wild Turkeys, Northern Cardinal, American Robin, Black-capped Chickadee, Red-tailed Hawk, Red-winged Blackbird, Red-bellied woodpecker, Great Blue Heron, American Goldfinch, and Clay-colored Sparrows. South Valley Park is within a migratory flyway for migrating birds, and the dense canopy of the forested area, along with the pond provide nesting and habitat opportunities for both migratory and non-migratory birds. Known butterfly and insect species common to this area are: Monarch butterflies, Eastern Tiger Swallowtail, Common Eastern Bumble Bee, Painted Lady, Red Admirals, Eastern Tailed Blue, Red-winged Meadowhawk, and Great Spangled Fritillary. There are 149 Species in Greatest Conservation Need (SGCN) that are known or predicted to occur within the St. Paul Baldwin Plains and Moraines, which is the second most of all subsections in Minnesota. These SGCN include 74 species that are federal or state endangered, threatened or of special concern. Within the surrounding township, there are 16-20 known number of SGCN, which rely most heavily on Grasslands, Upland Deciduous (Hardwood and Aspen-Oak) Forests, Wetlands, Oak Savanna, Shallow Lakes, Prairie, Shoreline dunes, and Riverine habitats. South Valley Park contains Upland Deciduous Hardwood Forests, Wetlands, Shallow Lakes, and Grasslands. Negative impacts to existing wildlife habitat and population levels are anticipated to be minimal or unlikely, as the proposed development area is within an existing developed area of the park. With the re-seeding of the former ballfield and turf area with pollinator lawn mix, there may be additional habitat value introduced into the park for bees, butterflies, and other pollinator species.

- D. **Vegetation:** Describe the major plant species and communities common to the project site and any known species that are listed as endangered, threatened or of special concern. Describe the distribution of major plant communities or types on the site. Indicate the extent of cutting, clearing, removal or other disturbance that will result from the proposed project, as well as any restoration and/or protection activities planned as part of the project.

According to the Minnesota County Biological Survey, there are no known rare or protected plant species located within South Valley Park. South Valley Park is located within the St. Paul Baldwin Plains and Moraines Ecological Subsection, and contains Upland Hardwood Forest, Wetlands, Shallow Lakes, and some areas of Grassland. The Ecological Class that fits South Valley Park closest appears to be Southern Mesic Maple-

Basswood Forest. Plant species commonly found in this class include: Ground-layer cover species (Virginia waterleaf, bloodroot, yellow violet, large flowered bellwort, wild leek, blue cohosh, and early meadow rue), and Canopy species (sugar maple, basswood, northern red oak, red elm, American elm and bur oak). The proposed project area is within an existing cleared area, comprised of turf lawn with little to no canopy cover. The surrounding woodland and wetland areas will not be impacted by the completed project. Protective measures such as erosion control, tree protection, and proper staging of materials will ensure that any existing vegetated areas will not be impacted negatively during construction.

- E. Water Resources: Describe any existing wetland areas on or adjacent to the proposed project site. Indicate any likely physical disturbances of these wetlands, including (but not limited to) draining and filling that would result from the proposed project. Describe any other potential impacts to wetlands, such as water level fluctuations or water pollution that may result from the proposed project. Discuss possible alternatives that would avoid or minimize negative wetland impacts. Also describe any other water resources on or adjacent to the site, proposed uses of surface or groundwater, and any possible impacts on these resources, including depletion or pollution, resulting from the proposed project. Explain how the proposed project would help to protect water quality on or adjacent to the site.

The National Wetlands Inventory classifies the water body to the southeast of the project area to be a 0.86 Freshwater Pond. Characteristics of this wetland include small footprints (less than 20 acres), lack of rock formations, shallow water depth (less than 8.2ft at low water), low salinity, low vegetative cover, and is permanently flooded. Surrounding the Freshwater Pond on the eastern and southern sides is a 0.57acre Freshwater Emergent Wetland, which is characterized as a non-tidal wetland dominated by perennial trees, shrubs, emergent grasses, mosses and lichens that experiences temporary flooding during seasonal wet periods. The proposed project area drains to a stormwater system that empties into the pond. The proposed project will be designed and engineered to have little impact on the pond, with infiltration and rain garden basins included as best management practices to capture and filter most, if not all, of surface runoff during a design storm event. The project site sits within a deep valley, much lower in elevation than surrounding properties, and will have little to no effect on water quality adjacent to the park. With the upgraded connection to city sanitary sewer, and the capping of the existing septic system will decrease risk of groundwater contamination at the site.

- F. Geologic and Physiographic Features: Describe any interesting, unique or fragile geologic and/or physiographic features on the proposed project site and any likely impacts on these features that would result from the proposed project. Also describe any proposed protection activities or measures to provide public education, interpretation and enjoyment of these resources.

There are no known unique or fragile geologic features within the project area for the South Valley Park Renovation Project. No significant geologic or physiographic impacts are anticipated. From a geomorphological perspective, the history of the valley and bluff formation that surround the project area are interesting and unique, as this landform is not recognizable outside of the park due to development. The history of glacial movement specific to Inver Grove Heights is a potential topic for interpretation at the community kiosk or at interpretive panels planned within the Phase 2 scope.

- G. Air Quality/Noise: Describe any temporary or permanent air or noise pollution that will result from the development and use of the site and the impacts on adjacent land uses or land owners.

South Valley Park Renovation Project is not expected to produce any temporary or permanent air pollution. Temporary noise pollution may be expected during the construction and installation of the project; however, these activities will be limited to standard construction hours set by the City, and adjacent landowners will be notified of such activities beforehand. The long-term impacts of the project will potentially include noise produced by an increased number of users at the playground area, especially children, who will be using the facility. Other programmed events, such as musical performances in the activity area will produce additional sound. Nearby property owners will be notified of event schedules and the City of Inver Grove Heights will work with property owners and nearby residents to address any noise complaints associated with new programming or events at the park. None of the anticipated noise increases are expected to exceed the City noise ordinance standards.

- H. Archeology/ Ground Disturbances: Provide a description of current and previous land use and ground disturbances. Include available information concerning known or suspected archaeological resources within the park. Indicate if an archaeological survey has been previously completed for the park and when it was done.

The area surrounding South Valley Park sustained Euro American settlement beginning in 1852. Prior to this, the park and the surrounding areas were undeveloped with no known structures or history of agriculture. The area grew with German, Irish, English and French settlers who primarily used the land for agriculture. Visual inspection of historic aerial photos show that some portions of South Valley Park was at one time dedicated to farmland, specifically the area around the existing parking lot and proposed activity area. An 1896 plat map shows the location of the L. Cordes farmstead, west of Cahill, within the existing boundaries of South Valley Park. This area served as an active farmstead through the early 20th century. An archaeological study was completed in 2015 to explore and document the remnant foundations of the Cordes farm. A total of 12 features were identified, including two house depressions, a road remnant, day lily plantings and several outbuildings and related farm features. A limited artifact surface collection was completed as part of this study, which resulted in finding ceramic, glass and metal artifacts dating around the turn of the 20th century. Information about the Cordes family farm and the history of how these early farmsteads functioned is a unique story to tell through the proposed interpretation at the community kiosk or interpretive panels proposed for Phase 2. The Cordes family farmstead is located to the southeast of the project area for both Phase 1 and 2 of the South Valley Park Renovation Project. No known archaeological resources will be disturbed during construction or after the project is completed.

- I. Historic Structures: List known historic buildings or structures located within the project area (i.e., individual properties or districts which are listed in the National Register or which meet the criteria for listing in the National Register).

There are no known historic buildings or extant structures located within the project area that are listed with the National Register or meet the criteria of a listing in the National Register of Historic Places. There are archaeological remnants of previous foundation

walls located within South Valley Park, as studied in the Archaeological Reconnaissance of the Cordes Family Farmstead (2015). These remnants will remain within the park and will not be disturbed or impacted by the South Valley Park Renovation Project.

Part 2 - Environmental Screening Form (ESF): For each environmental resource topic, choose an impact estimate level (none, negligible, minor, exceeds minor) that describes the degree of potential negative impact for each listed resource that may occur directly, indirectly and cumulatively as a result of approval of your proposal. For each impacted resource provide a brief explanation of how the resource might be affected, how the impact level was determined, and why the chosen impact level is appropriate. Complete and sign the Environmental Reviewers form.

Click here to enter text for each impacted resource from the ESF: Yet to be completed

A. ENVIRONMENTAL RESOURCES Indicate potential for adverse impacts.	Not Applicable - Resource does not exist	No/Negligible Impacts - Exists but no or negligible impacts	Minor Impacts	Impacts Exceed Minor	More Data Needed to Determine Degree of Impact
1. Geological resources: soils, bedrock, slopes, streambeds, landforms, etc.			x		
2. Air quality		x			
3. Sound (noise impacts)			x		
4. Water quality/quantity			x		
5. Stream flow characteristics		x			
6. Marine/estuarine		x			
7. Floodplains/wetlands		x			
8. Land use/ownership patterns; property values; community livability		x			
9. Circulation, transportation		x			
10. Plant/animal/fish species of special concern and habitat; state/federal listed or proposed for listing		x			
11. Unique ecosystems, such as biosphere reserves, World Heritage sites, old growth forests, etc.		x			
12. Unique or important wildlife/ wildlife habitat		x			
13. Unique or important fish/habitat		x			
14. Introduce or promote invasive species (plant or animal)		x			
15. Recreation resources, land, parks, open space, conservation areas, rec. trails, facilities, services, opportunities, public access, etc.		x			
16. Accessibility for populations with disabilities		x			
17. Overall aesthetics, special characteristics/ features		x			
18. Historical/cultural resources, including landscapes, ethnographic, archeological, structures, etc.		x			
19. Socioeconomics, including employment, occupation, income changes, tax base, infrastructure		x			
20. Minority and low-income populations		x			
21. Energy resources (geothermal, fossil fuels, etc.)		x			
22. Other agency or tribal land use plans or policies		x			
23. Land/structures with history of contamination/hazardous materials even if remediated		x			
24. Other important environmental resources to address.		x			

Environmental Reviewers
The following individual(s) provided input in completing the environmental screening form. List all reviewers including name, title, agency, field of expertise. Keep all environmental review records and data on this proposal on file for any future program review and/or audit.
1. 2. 3. The following individuals conducted a site inspection to verify field conditions. <i>List name of inspector(s), title, agency, and date(s) of inspection.</i> 1. 2. 3. Signature of applicant here: Date:

ITEM 5 – COMMUNITY INVOLVEMENT

Address the following questions regarding community involvement, planning process and how this project will increase outdoor recreation participation.

1. What efforts were made to get input from members of the community that will be affected by this project? For example, public meeting(s), notification of adjoining property owners, etc.

To date, the following are the community engagement activities that have been employed to gather feedback from park users and neighbors to the park: a) a community open house, b) a community walk audit in the park, c) an online, map-based survey, d) and pop-up community meetings were held at the existing picnic shelter at South Valley Park. As the site concepts were developed further in the fall and winter of 2019-2020, the Parks and Recreation Department used social media to share concept development and gather input. A community open house was held in January 2020 to share and gather input on the final concept design, which was attended primarily by neighbors of the park. Comment cards were collected, as well as follow-up email comments to the Parks and Recreation Department. As the detailed design and engineering is completed in preparation for construction activities, changes will be communicated to the public through social media and the Parks and Recreation Department website. If major changes to programmatic or facilities arise, the Parks and Recreation Department is prepared to engage community members to determine the best path forward.

2. What community planning process was used to show a need for this project and to define its scope?

The South Valley Park Renovation project was identified as a priority project during the planning process to complete the North and South Valley Park Active Living Plan in 2017. This process included examining the circulation, wayfinding, recreation and programming in the park, with an emphasis on finding creative and relevant ways to promote active living principles (integrating physical activity into daily routines). Through the planning process, which included community input gathered (see question above for methods of engagement), the following issues and opportunities were identified: a) need for bike racks and trailhead facilities at the parking area for trail users, b) need for larger picnic shelter to accommodate larger family groups and support more flexibility in programming, c) a need to upgrade the existing playground with inclusive playground equipment that supports intergenerational play, d) need for landscaping design to be low maintenance and include native plants and pollinator species, e) need for more open lawn for pick-up games and informal activities and play, d) need for a multi-use performance space, to be used for musical performances, for teaching classes, or for celebrations or weddings, and e) a need to provide trail access to the eastern part of the park with integrated nature-based facilities for wildlife viewing and archery. The ideas and principles defined during the 2017 Active Living Master Plan have been re-presented during the concept design phase to both the broader community and with the Parks and Recreation Advisory Committee to ensure that the community vision is being carried through the concept design.

3. How do you expect this project to increase outdoor recreation participation?

With the completed renovations of South Valley Park, we expect the project to increase outdoor recreation participation by making it more comfortable and accessible for people of all ages and abilities to spend more time outdoors. The new accessible restrooms, which will be open to the public during park hours, will overcome a significant barrier that exists today, keeping families and individuals from enjoying the park amenities for more than a short period of time. The trailhead amenities (bike parking, seating, drinking fountain, restrooms, wayfinding, and lighting) will increase the availability of trail use (both paved and natural surface trail use) for hiking, dog-walking, biking, rollerblading, and winter use. The larger and re-designed picnic shelter, along with grilling area and kitchen/serving area will extend park use for families looking to cook and serve meals in an outdoor, natural setting. The integration of the picnic shelter with the performance and playground area, along with opened up sight lines, will draw families and community groups to take advantage of a variety of spaces simultaneously. The firepit and informal gathering areas throughout the activity area encourage smaller group interactions. Participation in outdoor recreation at South Valley Park by seniors, people with disabilities, families with young children, teenagers and youth groups, as well as local businesses is anticipated to increase with the completion of the project.

ITEM 6 – AVAILABILITY FOR PUBLIC USE

All facilities within the park must be designed and available for general public use and open during typical park hours. This includes restrooms, picnic shelters, campgrounds, playgrounds and other structures. For parks that include marina or campground facilities, a minimum of 50% of the berths/campground spaces must be available for short-term rental and an equitable method of allocating long-term rentals shall be used. All personal property must be removed at the end of each use season.

State the specific hours of operation and any current or anticipated programmed use for the facilities proposed to be funded with this application. Saying the park will be open during normal park hours is not specific. Also describe any arrangements with schools, local organizations, clubs or city programs for the use of the facilities. Explain how this may impact facility availability to the general public.

Describe what fees, if any, will be charged for use of the park facilities and/or access to the park?

Click here to enter text.

ITEM 7 - STATEMENT OF ACCESSIBILITY

All facilities improved with this grant project must meet current Americans with Disabilities (ADA) standards and all critical components of the park listed below, must be accessible to persons with disabilities.

Critical components include:

- Accessible parking spaces serving each area of the park.
- Accessible restrooms, if restrooms are provided.
- Accessible drinking water, if drinking water is provided.
- Access routes to all critical components and recreation facilities provided in the park. For this program, an access route must be a minimum of 5 feet wide, slip resistant, firm and stable.

If a grant is awarded, part of the grant will be withheld pending verification of ADA compliance by an on-site final inspection.

The following guidelines will help you design your facilities. Copies can be ordered from the U.S. Access Board at (800) 872-2253, or downloaded from their website at [United States Access Board](http://www.access-board.gov).

1. [ADA Accessibility Standards for Buildings and Facilities](#)

(For buildings and certain recreation facilities including playgrounds, recreational boating facilities, and fishing piers)

2. [Final Accessibility Guidelines for Outdoor Developed Areas September 26, 2013](#)

(For outdoor developed areas such as campgrounds, picnic areas, trails, and beaches. These guidelines, developed for federal facilities subject to the Architectural Barriers Act, are to be used for facilities improved by this Outdoor Recreation Grant Program.)

Applicants must state that they have reviewed and understand the ADA standards, final accessibility guidelines and our program requirements, stated above, and agree to comply with these requirements.

The elements of the South Valley Park Renovation Project include construction of two age-separated play areas, an ADA accessible trail connection, a picnic shelter with (2) ADA accessible restrooms and paved surface connections at all new features to meet current ADA Accessibility Standards. The Landscape Structures playground system, as shown in the playground plans, meet all current ADA requirements for ages 2-12 years old. The safety zones surrounding the new play structures will be surfaced with engineered wood fiber, which is ADA compliant, and contained within a concrete walk with a thickened edge. All path and concrete pad slopes will comply with ADA requirements for slope, width, and surfacing. Upon review of the requirements listed by the United States Access Board for Play Areas and for Play Surfaces, the South Valley Park Renovation Project meets or exceeds standards for accessibility.

ITEM 8 - PROJECTED OPERATION AND MAINTENANCE COSTS

Estimate the projected operations and maintenance costs for each facility to be developed or improved by this grant, including routine costs (such as labor, materials, utility costs and equipment costs), and planned major repairs or preventive maintenance (such as seal coating or replacement of plumbing, lighting, aglime, turf, etc.).

The projected operations and maintenance tasks for the South Valley Park Renovation Project are as follow: monthly raking of playground surface during spring/summer/fall months, seasonal addition of playground surface material, regular cleaning and replacement of playground parts, regular cleaning and maintenance of facilities within the picnic shelter, and utility costs. The total annual maintenance cost of the Project is anticipated to be _____, which includes labor and materials. The playground equipment is anticipated to have a life-span of twenty years, at which time replacement costs will be considered by the City of Inver Grove Heights Parks and Recreation Department, in accordance with the current playground replacement plan.

ATTACHMENT A - APPLICANT'S RESOLUTION

A copy of this approved resolution, with no wording changes, must be included with the application.

BE IT RESOLVED that <APPLICANT> act as legal sponsor for the project contained in the Outdoor Recreation grant application to be submitted on <DAY / MONTH / YEAR> and that <APPLICANT's REPRESENTATIVE> is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of <APPLICANT>.

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Outdoor Recreation Grant Program Manual and certifies it will report any actual, potential, perceived or organizational conflicts of interest upon discovery to the related to the application or a grant award to the State.

BE IT FURTHER RESOLVED that <APPLICANT> has the legal authority to apply for financial assistance, and financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that <APPLICANT> has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that <APPLICANT> has or will acquire fee title or permanent easement over the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, <APPLICANT> may enter into an agreement with the State for the above-referenced project, and that <APPLICANT> certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that <TITLE OF AUTHORIZED OFFICIAL> is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the < City Council, County Board, etc.> of <APPLICANT> on <DAY / MONTH / YEAR>.

SIGNED:

WITNESSED:

(Signature)

(Signature)

(Title)

(Date)

(Title)

(Date)

November 2019

ATTACHMENT B - LOCATION MAP

Provide a map that shows the location of the park within your community. The map should identify the main roads in the community to access the park.

Commented [JR5]: Formatting in-progress

ATTACHMENT C - RECREATIONAL SITE PLAN

This site plan must be drawn to scale, show the existing park boundary, all facilities now in the park and all acquisition and/or development listed in the Cost Breakdown. All facilities must be identified with legible labels.

Commented [JR6]: Formatting in-progress

Include the following:

- Title "Recreation Site Plan" and the project name.
- Draw and label the complete park boundary. This boundary must include all contiguous lands currently owned by the applicant and managed for public recreation and any additional land to be acquired with this grant.
- Entrance to the park and location of existing or proposed public parking facilities. (Parking facilities must be developed to serve newly acquired areas within 12 months).
- Location of all existing and planned recreation and support facilities such as restrooms, shelters, and potable water.
- Indicate any rights-of-ways, easements, reversionary interests, etc. to the park area including overhead utility lines.
- Geographic reference point such as a section corner or designated road intersection.
- All lakes, rivers, streams and wetlands and adjacent land uses.
- Acreage of the park and/or each parcel to be acquired.
- Signed and dated by the applicant.
- North arrow and Graphic Bar Scale using the example below:



A Text Scale such as 1" = 500' is not acceptable.

Color Coding

- Red Park boundary.
- Green Existing facilities that will remain.
- Yellow Acquisition and/or development accomplished with this grant

ATTACHMENT D – PHOTOS

Please insert photos of all existing recreational facilities/structures and all buildings. Indicate below each photo the year the facility/building was constructed and if it will remain as is, be renovated or be removed.

See attached.

Commented [JR7]: Need years verified by IGH

ATTACHMENT E – PLANS

Please submit all applicable plan(s) according to the directions provided.

Building Plans

All buildings constructed with grant funds must meet the State Building Code. Building plans are required for all proposed facilities to ensure the development addresses accessibility and design priorities. Plans must include the following:

1. Front and side views.
2. A floor plan with all dimensions.

Commented [JR8]: Completed

Trail Plans

Trail plans are required for projects that include the development of any type of trail and should include the following:

1. A typical cross section of the trail.
2. The trail width, surfacing and base materials.

Commented [JR9]: Completed

For the purposes of this grant program, a multi-purpose trail should be designed to a minimum 8' width. In some cases this minimum width may not be adequate and a width of 10' or more may be appropriate. All access routes connecting park facilities and parking lots must be a minimum of 5 feet wide. All trails and access routes must be firm and stable.

Playground Plans

Priority will be given to playground designs that provide a high degree of safety and accessibility. The facility should be designed to provide an integrated play setting for both children and parents/care providers of all abilities. The playground must be built according to the plan provided if a grant is awarded.

Playground facilities should be designed using the [ADA Accessibility Guidelines, Chapter 10, 1008 Play Areas](#). Applications that do not include enough information to determine the degree of accessibility and safety typically do not rank high enough for funding.

The plan must legible and:

1. Show all the proposed playground components and all existing components that will remain. Label each component with its name and the height of its useable surfaces.
2. Indicate which components are ground level and which are elevated.
3. Highlight in yellow all accessible components.
4. Identify all type(s), depth(s) and location(s) of the fall-protection surfacing.
5. Highlight in green all accessible surface areas.

Commented [JR10]: Draft completed from Flagship/LS. Needs revision before final submission.

Fishing Pier Plans

Fishing pier plans must show the dimensions of the pier, height(s) of the railings and edge protection all in accordance with ADA Standards.

ATTACHMENT F – APPRAISAL(S) <<Only for proposals to acquire land>>

The application must include an appraisal report by a general real property appraiser licensed by the State of MN and meet the Uniform Appraisal Standards for Federal Land Acquisition (UASFLA). The appraisal must include the DNR and the National Park Service as intended users and the landowner or designated representative must be given an opportunity to accompany the appraiser during the inspection of the property. Appraisals must have an effective date within 13 months of the application deadline.

To ensure the appraiser understands the appraisal requirements, we suggest using the sample engagement letter provided.

If your application is selected for funding, you may be required to submit a technical review of the appraisal report conducted by an appraiser who is not associated with the original appraiser and who is qualified to perform technical reviews under the UASFLA and 49 CFR Part 24.104. See UASFLA Section C-1 for further guidance on technical reviews.

Sample Appraiser Engagement Letter

<<Date>>

<<Appraiser Name>>

<<Appraiser Address>>

Re: <<Title of Acquisition>>

Dear <<Appraiser Name>>:

<<Applicant Name>> is pleased to submit to you this letter of engagement. It outlines our understanding regarding the terms and conditions under which you are directed to complete a fair market value appraisal of the <<Title of Acquisition>>, containing approximately <<___>> acres located in <<County>> County, Minnesota, with an address of <<address>>.

The appraisal will establish the fair market value of the land together with improvements of contributory value, if any. The estate to be appraised is Fee Simple Title. The appraisal will be performed in accordance with the Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA). In addition to <<Applicant Name>>, the State of Minnesota and the National Park Service must be named as intended users. Any technical corrections to the appraisal report required by <<Applicant Name>> and/or the State in the course of their review and acceptance will be performed within the fee set forth below. You will provide <<___>> copies of the appraisal report and an electronic file of the report in PDF format that will be submitted to the DNR. The appraisal will be completed on or before <<Completion Date>>. The cost of the appraisal will not exceed <<Appraisal Cost>>, including expenses. Payment in full will be made by <<Applicant Name>> subject to receipt of an invoice from you.

Please indicate your acceptance of this engagement by a signature in the space provided at the bottom of this letter and return a copy to me. I will contact you regarding notice to proceed.

Sincerely,

<<Applicant Contact>>

<<Applicant Name>>

<<Accepted this <<Acceptance Date>>

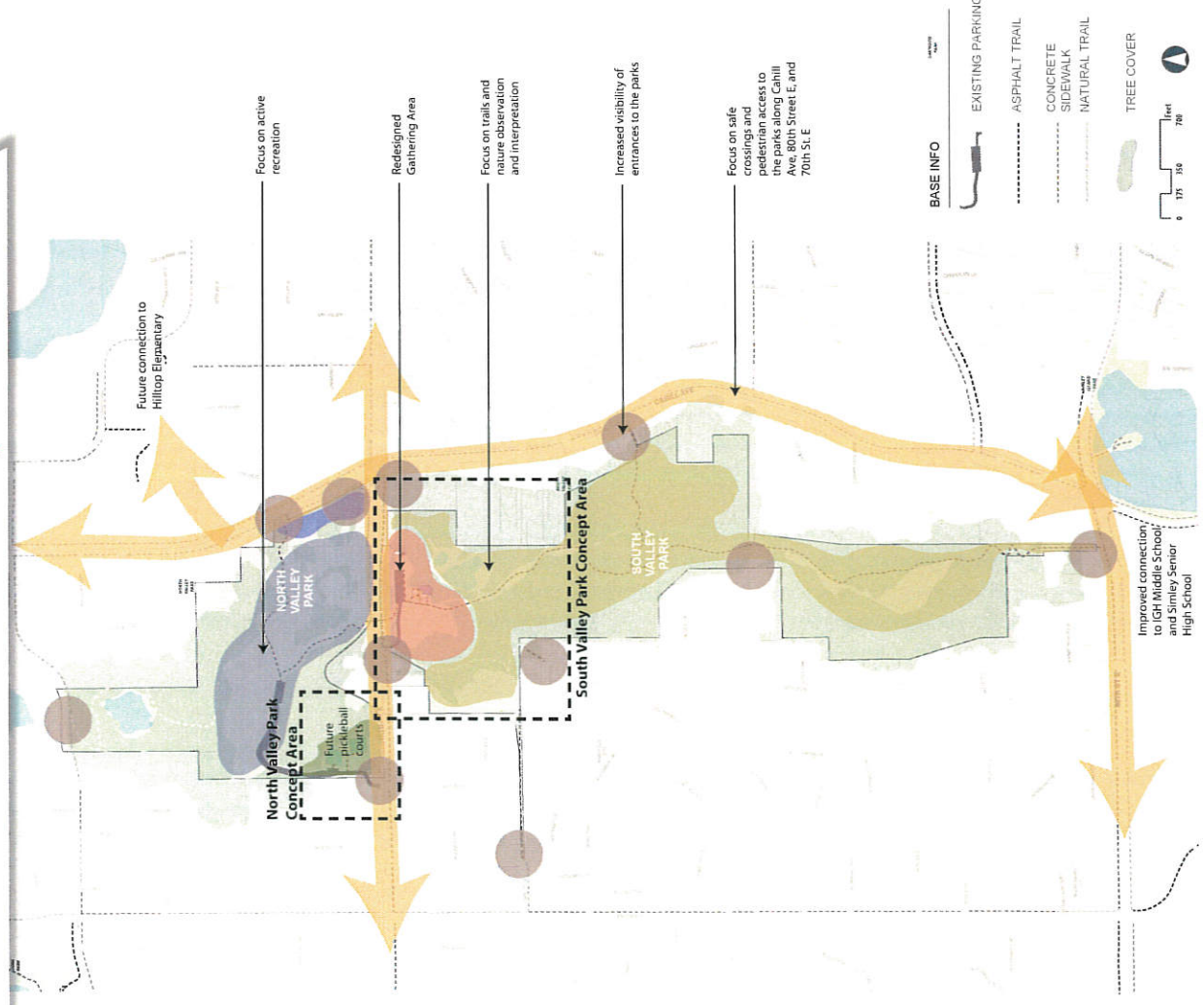
<<Appraiser Name>>

<<Appraiser's Business Name >>

By: _____

Its: _____

Master Plan Concept



North and South Valley Parks Active Living Master Plan

Master Plan Concept

The Master Plan Concept for North and South Valley Parks was developed to include the following elements:

- » North Valley Park is to remain focused on active recreation, with disc golf and pickleball, as well as the ball fields to serve as the main activities, with trails serving as secondary connections between activity spaces
- » South Valley Park is more focused on passive recreation, with trails and nature observation or interpretation as the main activity
- » The open area of the north side of South Valley Park is to be dedicated to community gathering and multi-purpose spaces, such as picnicking, playground use, and events
- » Along the eastern side of the parks at Cahill Ave and nearby intersections, the focus is on creating safe and convenient ways for pedestrians to access trails and park entrances, as well as increasing visibility of the parks
- » Along the western boundaries of the park, the focus is to enhance visibility of existing park entrances
- » Overall, the future of North and South Valley Parks will include considerations for creating more accessibility for people of all ages and abilities, as well as finding ways for more people in the community to become stewards of the parks

Comprehensive Plan Coordination

This Master Plan was created in coordination with the 2040 Comprehensive Plan Update for Inver Grove Heights. The following are development concepts that work in tandem with the 2040 Comprehensive Plan:

- » Focus on Cahill Ave streetscape improvements to improve the conditions for pedestrian connections
- » Create better connections to Hilltop Elementary School and future development sites near the intersection of 65th Street and Cahill Ave.
- » Focus on programming in the park to address a desire from the community for more food-related options and destinations

Organization of Plan

Master Plan elements were formed in coordination with each area of focus identified during the analysis of issues and opportunities. The following materials were then created to help us understand where future investments and projects have been identified:

- » **Future Improvements Map**
 - The physical placement and location of future improvements are shown on a Future Improvements Map
- » **Goals**
 - Goals were developed to help drive future actions, as well as to help understand the context of future actions
- » **Near-Term Considerations**
 - Near-term considerations were identified that support each goal. These are actions or considerations that are prioritized and will be implemented over the next 0-5 years.
- » **Long-Term Considerations**
 - Long-term considerations were identified, which also support each goal. These considerations may not be a priority in the first few years of implementation of this master plan, but may play a more important role as short-term actions are completed or as conditions change in the future.

» Precedent Imagery

- Images that help us to understand what future improvements may look like in the future



Supported by the Statewide Health Improvement Partnership, Minnesota Department of Health and the Dakota County Public Health

CONCEPT SITE PLAN: ACTIVITY AREA



PARKING LOT
EXTENSION +
RESTRIPE
ADDITION OF 28 STALLS FOR
TOTAL OF 68 STALLS

CONCRETE PERIMETER
WALK
SEATING, LIGHTING, CANOPY TREES
THROUGHOUT

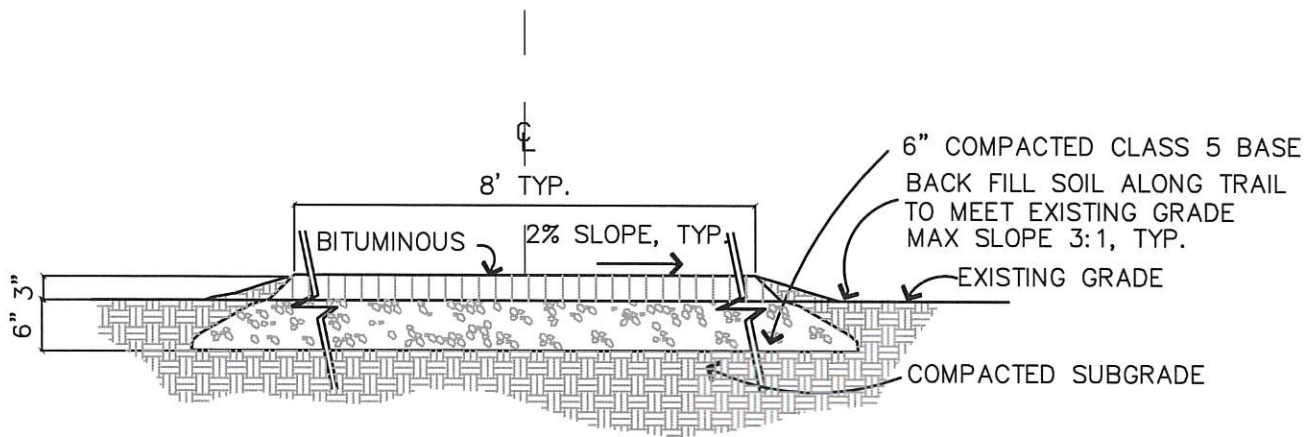
NATURE-THEMED
PLAYGROUND
ENGINEERED WOOD FIBER SURFACE
NATURE-THEMED EQUIPMENT

PICNIC SHELTER
75-100 PERSON CAPACITY
2,300 SF
(2) UNIVERSAL RESTROOMS
MECHANICAL ROOM
KITCHEN
MECHANICAL BIFOLD DOORS:
OPTION FOR OPEN OR
ENCLOSED SHELTER

PATIO
MOVABLE FURNITURE
PICNIC TABLES
GRILL
FIREPIT

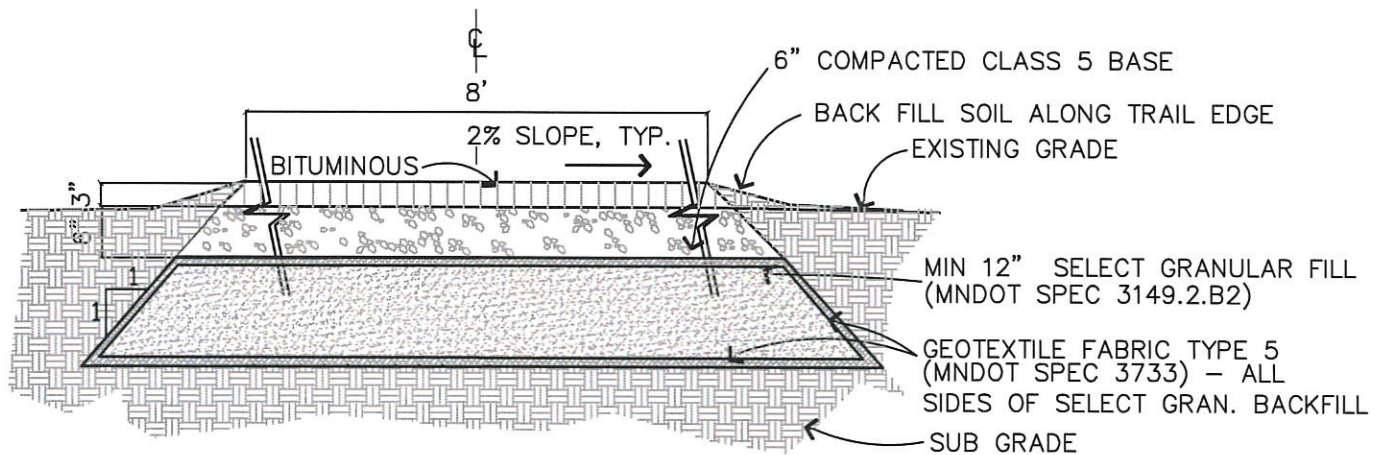
PERFORMANCE/
OUTDOOR
CLASSROOM
MULTI-PURPOSE
PERMEABLE PAVER SURFACE
WITH STONE SEAT WALL
APPROX. 2,700 SF

EXTENT OF
GRADING
ADA TRAIL: 5% SLOPE
8% SLOPE
STAIR
BIKE RACKS
PLANT BEDS
DRINKING FOUNTAIN
INFO KIOSK
PATIO
FIREPIT
PERFORMANCE AREA
2-5 PLAY
5-12 PLAY
SWINGS
PLANT BEDS
BERM
EXISTING TRAIL
SLUING HILL



1 BITUMINOUS TRAIL – TYPE 1

NTS



2 BITUMINOUS TRAIL – TYPE 2

NTS

SHELTER CONCEPT



SHELTER, VIEW FROM SOUTHWEST



SHELTER, VIEW FROM NORTHEAST



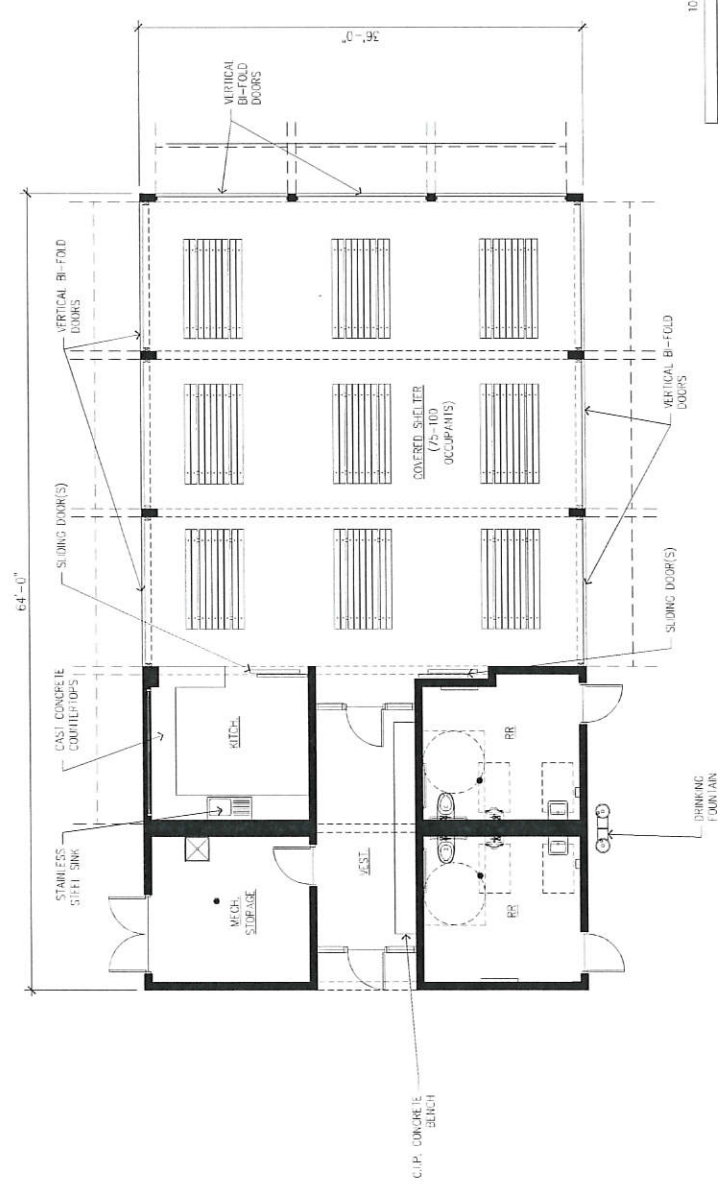
COVERED AREA WITH FOLDING DOORS OPEN



VIEW FROM INSIDE SHELTER TOWARDS RESTROOMS



KITCHEN AREA



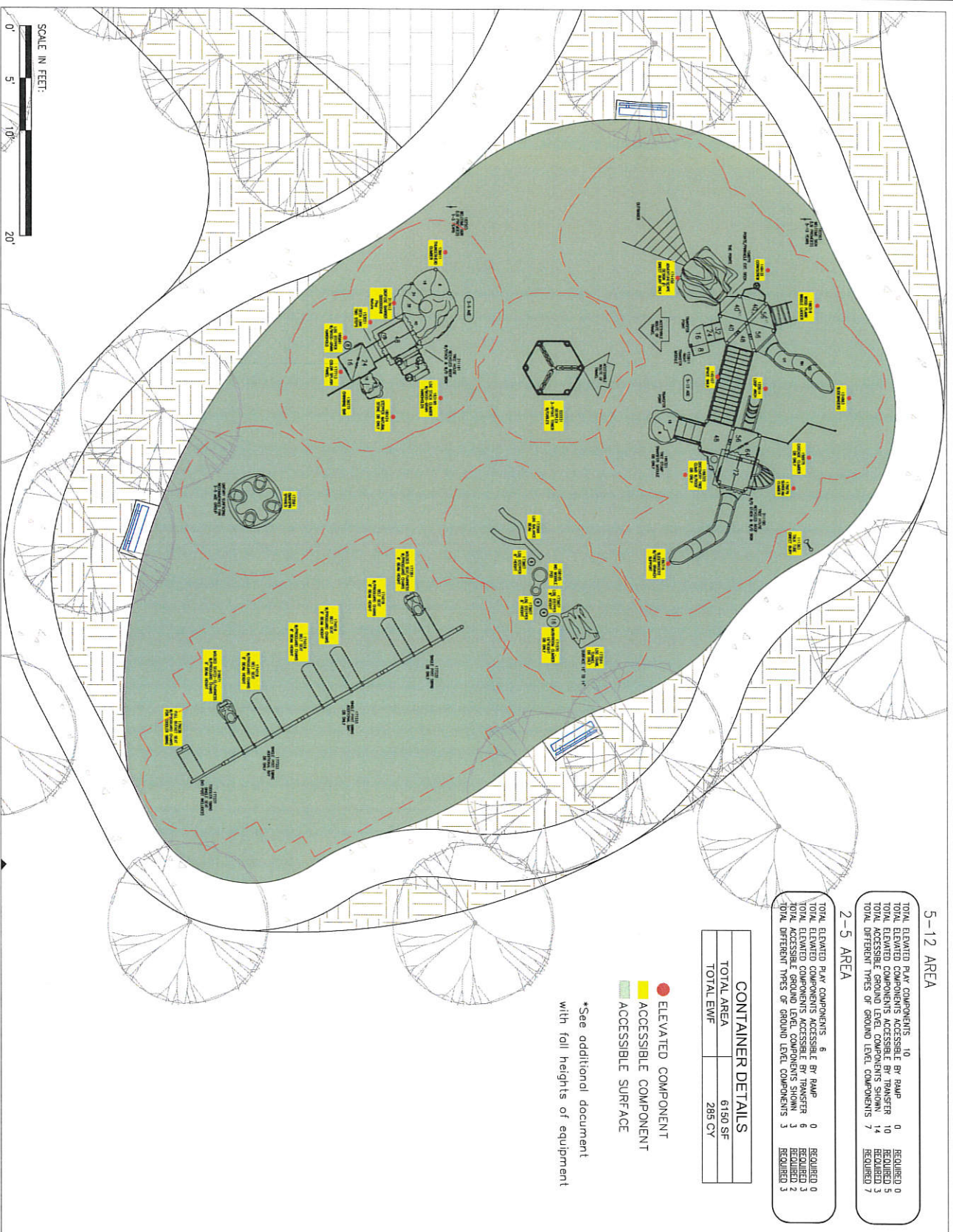
South Valley Park_Inver Grove Heights						
3.5.2020 COST ESTIMATE PER CONCEPT DESIGN						
PHASE 1: ACTIVITY AREA						
ITEM	ITEM DESCRIPTIONS	EST QTY	UNIT	UNIT COST	TOTAL	NOTES
1. SITE PREP						
1.01	EROSION CONTROL - SILT FENCE	1,600	LF	\$ 4	\$ 6,400	
1.02	TREE PROTECTION FENCING	1	LS	\$ 2,000	\$ 2,000	
1.03	SURVEY AND STAKING	1	LS	\$ 10,000	\$ 10,000	
1.04	CONSTRUCTION FENCING	1,600	LF	\$ 5	\$ 8,000	
1.05	CONSTRUCTION ENTRANCES	1	EA	\$ 3,000	\$ 3,000	
	Subtotal				\$ 29,400	
2. REMOVALS						
2.01	REMOVE PLAYGROUND, PAVEMENTS, CURBS	1	LS	\$ 12,000	\$ 12,000	
2.02	REMOVE SHELTER AND WARMING HUT	1	LS	\$ 15,000	\$ 15,000	
2.03	REMOVE BALL FIELD AGLUME	296	CY	\$ 20	\$ 5,920	ASSUMES 8" DEPTH
2.04	REMOVE TREES	5	EA	\$ 500	\$ 2,500	
	Subtotal				\$ 35,420	
3. STORMWATER						
3.01	STORMWATER INFRASTRUCTURE	1	LS	\$ 35,000	\$ 35,000	ASSUMES TIE INTO EXISTING LINE, DRAIN TILE, RAINGARDEN OR INFILTRATION BED
	Subtotal				\$ 35,000	
4. EARTHWORKS						
4.01	GRADING - PARKING	1	LS	\$ 12,000	\$ 12,000	INCLUDES STRIPPING, SHAPING, PLACING FIELD TOPSOIL FOR PARKING LOT
4.02	GRADING - ACTIVITY AREA	1	LS	\$ 40,000	\$ 40,000	INCLUDES STRIPPING, SHAPING, PLACING FIELD TOPSOIL FOR ACTIVITY AREA, TRAIL CONNECTIONS
	Subtotal				\$ 52,000	
5. SURFACING						
5.01	BITUMINOUS DRIVE - PARKING LOT	5,700	SF	\$ 8	\$ 45,600	INCLUDES AGGREGATE, SURFACE FOR ADDITION AREA
5.02	CURB AND GUTTER - PARKING LOT	240	LF	\$ 45	\$ 10,800	INCLUDES ADDITION AREA
5.03	STRIPING - PARKING LOT	1	LS	\$ 4,501	\$ 4,501	INCLUDES RESTRIPIING OF ENTIRE LOT
5.04	TRAIL CROSSING - CURB RAMP + STRIPING	1	LS	\$ 8,000	\$ 8,000	250 SF WITH (2) PED RAMPS
5.05	BFT BITUMINOUS TRAIL	465	LF	\$ 55	\$ 25,575	8' WIDE ADA TRAIL ALONG PARKING LOT TO EXISTING PARK TRAIL, INCLUDES AGGREGATE BASE
5.06	CONCRETE WALK, BENCH PADS, BIKE PARKING, KIOSK PADS	8,650	SF	\$ 10	\$ 86,500	5" DEPTH, INCLUDES AGGREGATE BASE
5.07	CONCRETE STAIR	64	LF	\$ 200	\$ 12,800	
	Subtotal				\$ 193,776	
6. LANDSCAPING						
6.01	TURF SEED RESTORATION	1	LS	\$ 3,000	\$ 3,000	POLLINATOR LAWN MIX: WHITE CLOVER
6.02	LANDSCAPE PLANTS	1	LS	\$ 25,000	\$ 25,000	5-GAL NATIVE GRASSES AND FORBS
6.03	SHADE TREE ALLOWANCE	20	EA	\$ 500	\$ 10,000	
6.04	EDGING + MULCH	9,000	SF	\$ 8	\$ 72,000	
6.05	TREE GRATES	6	EA	\$ 2,500	\$ 15,000	ASSUMES THICKENED CONCRETE EDGE AT PLANTER BASE
	Subtotal				\$ 125,000	
7. UTILITIES						
7.01	ELECTRICAL CONNECTION TO SHELTER, PERFORMANCE AREA	100	LF	\$ 50	\$ 5,000	ASSUMES REPURPOSE OF EXISTING ELECTRICAL CONNECTION
7.02	PED LIGHTS AND BASE, PERFORMANCE AREA RECPTACLES	8	EA	\$ 6,500	\$ 52,000	
7.03	CONNECTION TO CITY SEWER (TO SHELTER)	400	LF	\$ 60	\$ 24,000	ASSUMES GRAVITY FED LINE
7.04	CONNECTION TO CITY WATER (TO SHELTER)	100	LF	\$ 40	\$ 4,000	ASSUMES REPURPOSE OF EXISTING WATER LINE
	Subtotal				\$ 85,000	
8. SHELTER						
8.01	BUILDING PER FINAL CONCEPT DESIGN	1	LS	\$ 803,000	\$ 803,000	2300 SF SHELTER WITH (2) UNIVERSAL RESTROOMS, KITCHEN, STORAGE AREA. INCLUDES EXCAVATION FOR FOOTINGS, MEP SERVICE AT BUILDING.
	Subtotal				\$ 803,000	
9. PLAYGROUND						
9.01	PLAYGROUND EQUIPMENT	1	LS	\$ 170,724	\$ 170,724	PER FLAGSHIP/LSI 3.3.20. INCLUDES INSTALLATION, FOOTINGS, MOBILIZATION, DELIVERY, DUMPSTER
9.02	THICKENED CONCRETE FOOTING AT PERIMETER WALK	300	LF	\$ 5	\$ 1,500	
9.03	ENGINEERED WOOD FIBER	296	CY	\$ 50	\$ 14,800	12" DEPTH WITH AGGREGATE BASE, DRAIN TILE, GEOTEXTILE FABRIC
9.04	DRAINAGE AGGREGATE - PEA ROCK	80	TONS	\$ 40	\$ 3,200	PER FLAGSHIP/LSI 3.3.20. INCLUDES INSTALLATION
	Subtotal				\$ 190,224	
10. PERFORMANCE AREA						
10.01	PERMEABLE PAVING	2,880	SF	\$ 40	\$ 115,200	
10.02	CAST-IN-PLACE SEAT WALL	24	LF	\$ 300	\$ 7,200	
	Subtotal				\$ 122,400	
11. SITE FURNISHINGS / AMENITIES						
11.01	BENCHES	5	EA	\$ 600	\$ 3,000	
11.02	PICNIC TABLES	11	EA	\$ 1,500	\$ 16,500	
11.03	TRASH/RECYCLING RECEPTACLES	2	LS	\$ 1,500	\$ 3,000	
11.04	BIKE RACKS	4	EA	\$ 1,000	\$ 4,000	
11.05	KIOSK	1	EA	\$ 15,000	\$ 15,000	
11.06	OUTDOOR GRILL	1	EA	\$ 1,500	\$ 1,500	
11.07	FIRE PIT	1	EA	\$ 3,000	\$ 3,000	
11.08	DRINKING FOUNTAIN	1	EA	\$ 10,000	\$ 10,000	
	Subtotal				\$ 56,000	
	Subtotal				\$ 1,692,220	
	Mobilization (8%)		0.08		\$ 135,378	MOBILIZATION, PERMITTING, ETC.
	Phase 1 Subtotal				\$ 1,827,597	
PROJECT COSTS INELIGIBLE FOR GRANT FUNDING						
	Design + Engineering (18%)		0.18		\$ 304,600	DESIGN DEVELOPMENT, CONST. DOCUMENTS, ENGINEERING CALCULATIONS, CONST. ADMIN
	Contingency (10%)		0.1		\$ 169,222	UNFORSEEN COSTS
	PHASE 1 TOTAL				\$ 2,301,419	

SOUTH VALLEY PARK - INVER GROVE HEIGHTS

PRELIMINARY DESIGN 02-26-20
EQUIPMENT FALL HEIGHTS

5-12 EQUIPMENT			
QTY	NO	DESCRIPTION	FALL HEIGHT
	1 111812A	Headform Set	x
	1 156070A	Pinnacle Ext Deck	40"
	1 169318D	Wood Plank Wiggle Ladder 56"Deck w/Recycled Wood-Grain Handholds DB	56"
	1 169322A	Discovery Tree Climb w/Aluminum Post w/Roof DB Only	72"
	1 174450A	AdventureScapes Design 1 DB Only	56"
	1 122914B	Loop Arch 56"Dk DB	56"
	1 145107A	SpaceWalk Climber	48"
	1 148432A	Corkscrew Perm Handholds 40"Dk DB	40"
	1 150975B	Cascade Climber 64"Dk DB Only	64"
	1 176079A	Sunbeam Climber	72"
	2 111228A	Square Tenderdeck	listed on plan
	3 111231A	Triangular Tenderdeck	listed on plan
	3 119646A	Tri-Deck Extension	listed on plan
	4 121948A	Kick Plate 8"Rise	x
	1 121949A	Tri-Deck Kick Plate 8"Rise	x
	2 122197A	90* Triangular Tenderdeck	listed on plan
	1 152911B	Curved Transfer Module Right 40"Dk DB	40"
	1 169321A	Tree Stump Transfer Module 48"Dk (DB Only)	48"
	1 222231A	GeoPlex 3-Spoke Tower w/Cables Steel Post Included DB	112"
	1 111362A	Talk Tube 40' Tubing Kit PB	0"
	1 111363A	Talk Tube At Grade Mounted DB Only	0"
	2 111403A	182"Alum Post For Roof DB	x
	1 111404I	84"Alum Post DB	x
	2 111404E	116"Alum Post DB	x
	2 111404D	124"Alum Post DB	x
	5 111404C	132"Alum Post DB	x
	1 111404B	140"Alum Post DB	x
	1 211190D	Tree House Roof w/o Stack and w/o Kids Only sign	x
	1 124863D	SlideWinder2 56"Dk DB 1 Right 1 Left	56"
	1 169316A	SlideWinder2 w/Tree Branch Support 72"Dk DB	72"
	1 171570A	Mushroom Stepper 16"Height DB Only	16"
	3 173907A	Log Stepper 8"Height DB Only	8"
	1 158105A	Wobble Pod DB Only	16"
	1 173594A	Log Crawl Tunnel DB Only	41"
	1 173596A	Log Balance Beam DB	12"
	4 174018A	Belt Seat ProGuard Chains for 8' Beam Height	96"
	1 176038G	Full Bucket Seat ProGuard Chains for Toddler Swing	96"
	1 177332A	Single Post Swing Frame 8' Beam Height Only	x
	2 177333A	Single Post Swing Frame Additional Bay 8' Beam Height Only	x
	1 177337A	Toddler Swing Add-On Beam	x
	1 177351A	Molded Bucket Seat (5-12 yrs) w/Harness ProGuard Chains for 8' Beam Height	96"
	1 218671C	Molded Bucket Seat (2-5 yrs) w/Harness ProGuard Chains for 8' Beam Height	96"
	1 182503C	Welcome Sign (LSI Provided) Ages 5-12 years Direct Bury	x

2-5 EQUIPMENT			
QTY	NO	DESCRIPTION	FALL HEIGHT
	1 139911A	Thunderhead Climber DB	48"
	1 153021B	Deck Link 2 Steps	48"
	1 160424A	The Stepper Rock Climber DB Only	24"
	1 183195A	Log Stack Climber 48"Deck w/Wood-Grain Handholds DB	48"
	1 185861A	Log Stepper 16"Deck w/1 Recycled Wood-Grain Handhold Right Handhold	16"
	1 111237A	Square Tenderdeck	listed on plan
	2 117495A	Triangular Tenderdeck	listed on plan
	1 179362A	Tri-Deck Kick Plate 8"Rise	x
	1 177713A	Color Splash Panel Above Deck	x
	1 217913A	DigiFuse Barrier Panel Above Deck	x
	1 139272A	Chinning Bar	46"
	4 111396B	137"Post For Roof DB	x
	2 111397F	82"Post DB	x
	1 111397E	90"Post DB	x
	2 111397D	98"Post DB	x
	1 211191B	Tree House Roof w/Stack and w/o Kids Only sign	x
	1 173591A	OmniSpin Spinner Surface Mount	16"
	1 182503A	Welcome Sign (LSI Provided) Ages 2-5 years Direct Bury	x



5-12 AREA

TOTAL ELEVATED PLAY COMPONENTS	10	0	REQUIRED 0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	10	REQUIRED 5
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	10	10	REQUIRED 5
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	14	14	REQUIRED 2
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	7	7	REQUIRED 3

2-5 AREA

TOTAL ELEVATED PLAY COMPONENTS	6	0	REQUIRED 0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	6	REQUIRED 3
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	6	6	REQUIRED 2
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	3	3	REQUIRED 3
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	3	3	REQUIRED 3

CONTAINER DETAILS	
TOTAL AREA	6150 SF
TOTAL EWF	285 CY

- ELEVATED COMPONENT
- ACCESSIBLE COMPONENT
- ACCESSIBLE SURFACE

*See additional document
with fall heights of equipment



FLAGSHIP RECREATION
11123 UPPER 33RD ST
N
LAKE ELMO, MN 55082
763-550-7860
FLAGSHIPPLAY.COM
@FLAGSHIPPLAY



THIS PLAY AREA & PLAY EQUIPMENT
IS DESIGNED FOR AGE RANGES AS
NOTED ON PLAN.

SOUTH VALLEY PARK

2810 70th St E
Inver Grove Heights, MN 55076

SALES
REPRESENTATIVE:
Chad Smith

DESIGNED BY:
JLT
2/27/20

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$\frac{3}{16}'' = 1''$

SHEET
LS101

SCALE IN FEET:
0' 5' 10' 20'



Existing Playground
Year constructed:
To be removed and replaced
in a new location



Existing Warming House
Year constructed:
To be removed. New picnic
shelter to have storage and
restrooms.



Existing Picnic Shelter
Year constructed:
To be removed and replaced
in a new location.



Existing Parking Lot
Year constructed:
To remain with new striping,
extension to add 22 spaces.



Existing Trailhead Area
Year constructed:
Area to continue serving as
trailhead with new concrete
pad, wayfinding, trash/re-
cycling receptacle and bike
racks. Portable toilet area
to be removed--permanent
restrooms to be constructed
within new picnic shelter.



Existing Tunnel, Raingarden,
and Disc Golf Hole
Year constructed:
Area to continue as stormwa-
ter drainage with raingarden.
Tunnel to remain as-is. Disc
golf holes to be re-organized
for full course to be contained
within North Valley Park.

Existing Structures & Facilities -- South Valley Park Renovation Project



Existing Ballfield
Year constructed:
Fencing, aglime, bench to be removed. Area to be converted to pollinator lawn and regraded for the picnic shelter and performance area.



Existing Trail Connection to Parking Lot
Year constructed:
Trail to be removed and reconstructed in a new location to meet ADA accessible standards. Area to be graded as level surface for picnic shelter, performance space and playground.



Existing Trail (South of Project Area)
Year constructed:
Trail to remain as-is with connection to new bituminous trail circling around the west side of the activity area.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Consider Proposal from HKGI to Assist with the Comprehensive Park, Recreation, Trail, and Facilities Plan

Meeting Date: March 11, 2020
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

Consider approval of a proposal from HKGI to assist the City with the Comprehensive Park, Recreation, Trail, and Facilities Plan. The project would be funded from the Park Maintenance Professional Services Budget.

SUMMARY

The Park and Recreation Department is working to update the 10-year old park plan and will need some assistance from a firm such as HKGI to assist city staff as we collect, analyze information and develop a 10-20 year vision for the park and recreation system.

At the request of staff, HKGI has developed a list of services they will assist the City with throughout the process. HKGI is proposing an hourly fee not to exceed \$20,000. Since we are taking on significant portion of the work via the community engagement process, staff feels the work HKGI will assist with is necessary and appropriate. A typical consultant engagement in creating a park plan may cost a community in excess of \$100K.



Creating Places that Enrich People's Lives

March 6, 2020

Eric Carlson
City of Inver Grove Heights
Parks and Recreation Director
8055 Barbara Avenue
Inver Grove Heights, MN 55077

Re: Parks and Recreation Park System Plan Assistance

Dear Eric:

On behalf of HKGi, I want to thank you for the opportunity to work with the City of Inver Grove Heights to assist your department to create a Parks and Recreation System Plan. As you know, we are familiar with many of the issues and opportunities facing Inver Grove Heights from our work on the recent 2040 Comprehensive Plan, and work on South Valley Park, as well as previous work on the 2010 Trail Gap Study and the 2030 Comprehensive Park Plan and Development Guide. Additionally, we have over 25 years of experience preparing park master plans and systemwide plans for over 50 cities in the Midwest. This letter serves as a proposal for scope and fees to provide assistance with park system planning services in coordination with a City-led process for completing a Parks and Recreation System Plan.

Project Team

Paul Paige will serve as the Principal-In-Charge for the project. He will oversee administrative and quality control/quality assurance with review of project deliverables and materials.

Jody Rader will serve as the Project Manager for the project. She will maintain day-to-day communications with Inver Grove Heights staff as well as manage tasks and deliverables completed by HKGi staff. Jody will assist with development, outreach, monitoring and summary of online community engagement and provide mapping and analysis services.

Gabrielle Grinde will provide data collection and analysis services for park trends. Gabrielle has managed and completed many park system plans for similar communities throughout the Twin Cities and has extensive knowledge on current park trends and methodology for analysis.

Jesse Thorsen will provide GIS and census data collection and analysis services. Jesse worked closely with Inver Grove Heights staff to complete the 2040 Comprehensive Plan and has extensive experience collecting demographic and community characteristic data. Jesse will also assist with online community engagement and graphic representation.

Inver Grove Heights Park System Plan Assistance

The following tasks outline typical tasks and deliverables for park system planning during the data collection/existing conditions analysis phase, which apply to this project. Items in *italics* note where information or content has already been gathered or created from past planning efforts, to be integrated into deliverables for this project.

123 North Third Street, Suite 100, Minneapolis, MN 55401-1659
Ph (612) 338-0800 Fx (612) 338-6838

The intention is to gather the appropriate information on the existing park system through mapping analysis, demographic analysis, and analysis of feedback gathered through online engagement to set a baseline foundation for the subsequent phase of system-wide planning efforts (vision/goal setting, identification of priority or capital improvement projects, developing cost estimates and creating an implementation plan, development of maintenance/operations plans).

A typical park system plan process will include a robust in-person community engagement effort, involving one-on-one or small group meetings with athletics associations, schools, community education leaders, and other local stakeholder and user groups. Information gathered through these meetings will supplement information gathered through online community engagement. It is assumed that the City of Inver Grove Heights will take the lead on in-person community engagement efforts.

Park System Plan Assistance: Anticipated Tasks and Deliverables

1. Demographic/Population Analysis

- Assist with gathering current and projected relevant demographic information to inform park system planning (*update from Comp Plan*)

2. Community Engagement

- Assist with development, launch and monitoring of Social Pinpoint website at city-wide scale
 - Markers to include: Like it, Needs Repair/Replacement, New Idea
- Assist with development of community-wide survey and survey logic (*combine and revise draft surveys completed by Inver Grove Heights Park and Recreation Department*) on Parks, Recreation, Veterans Memorial Community Center, and Inver Woods Golf Course.
- Coordinate survey efforts with in-person community engagement timeline
- Summarize community survey and social pinpoint results into graphic format

3. Inventory/Analysis of Existing Parks and Recreation System

- Assist with updating table of existing parks and amenities at each location (*update from Comp Plan*)
- Assist with development of maps of existing park facilities with gap analysis
 - Fields
 - Courts
 - Picnic Areas
 - Playgrounds
 - Special Facilities (skate parks, community gardens, etc.)
- Assist with development of table of Park Classification System (*update from Comp Plan*)
- Assist with development of map of park service areas with gap analysis (*update from Comp Plan*)
- Assist with development of needs/gap analysis (based on community survey results and map analysis)

4. Inventory/Analysis of Existing Trail System

- Assist with development of table of existing trail types (sidewalks/trails/natural surfaces, etc.) (*update from Comp Plan*)
- Assist with development of map of existing trails (*update from Comp Plan*) with included gap analysis
- Assist with development of table of Trail Classification System (*update from Comp Plan*)
- Assist with development of needs/gaps analysis (based on community survey results)

5. Inventory/Analysis of Existing Recreation Programs

- Format table of existing recreation programs (*content provided by IGH*)
- Assist with development of needs/gaps analysis (based on community survey results)

6. Inventory/Analysis of VMCC and Inver Wood Golf Course

- Assist with development of table of existing facilities at VMCC (*content provided by IGH*)
- Assist with development of table of Existing facilities at Inver Wood Golf Course (*content provided by IGH*)
- Assist with development of needs/gaps analysis (based on community survey results)

7. Trends/Peer Analysis

- Review and format peer comparison table (*content provided by Eric*), provide analysis
- Conduct NRPA Metric Analysis
- Develop current parks and recreation trend summary (based on regional/local information)

Project Schedule and Project Management

The project schedule will be dependent on the project schedule and pace as determined by Inver Grove Heights Parks and Recreation Department. Jody Rader will maintain weekly check-in calls or emails with Eric Carlson to determine upcoming tasks and deadlines. The development of online community engagement tasks will coincide with in-person community engagement events scheduled beginning April 9, continuing through the Summer of 2020. Tasks related to mapping, existing conditions analysis, trends and needs analysis will commence in March 2020 per guidance provided by Inver Grove Heights Parks and Recreation Department.

Professional Fees

HKGi proposes to conduct the work outlined above for hourly rates to complete the work, not to exceed \$20,000. We will track our costs and when the costs are approaching \$10,000, we will notify you if there is reason for an additional contract amendment.

City of Inver Grove Heights Responsibilities

- Respond to clarifying questions regarding data collection or analysis
- Provide mapping, community survey, or other existing data as it pertains to completing the project tasks.

Please contact me you have any questions or need additional information.

Sincerely,



Paul Paige
President, HKGi

Authorization to Proceed:

Eric Carlson, Parks and Recreation Director

Date

MCGROARTY PARK TRAIL CLOSURE - SUMMER 2020



The McGroarty Park Trail will be closed during the summer and fall for the City's 2020 street reconstruction project as shown below. The detour route will be signed for the duration of the summer and fall with advance warning posted 7 days in advance of the trail closure. Updates regarding the reopening of the trail will be posted on the City's website. Please direct questions regarding the trail closure to Steve Dodge, Assistant City Engineer at 651-450-2541 or sdodge@invergroveheights.org.

