



**Inver Grove Heights
Park and Recreation Advisory Commission
City Council Chambers
REGULAR MEETING AGENDA
Wednesday, August 11, 2021
7:00pm**

Televised on Town Square TV

1. CALL TO ORDER
2. ROLL CALL
3. PRESENTATIONS – NA
4. ANNOUNCEMENTS
 - A. You can find information regarding the City of Inver Grove Heights by visiting our web site at www.ighmn.gov
 - 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; September 8, 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 Regular Meeting Minutes of July 14, 2021
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.

Recommendations to City Council:

 - A. Xcel Energy Proposal to construct a Renewable Natural Gas facility next to existing Rich Valley Park.

9. ADMINISTRATIVE PRESENTATIONS - Items that need to be discussed without any actions.
 - A. Department Happenings
 - i. Discussion - Budget Process Update
 - ii. Discussion - Parks and Recreation Director Position Update
 - B. Parks Master Plan
 - i. Needs Assessment Analysis Draft
 - ii. Discussion - Schedule Sub Committee meeting – Next Steps
 - C. Discussion - Proposed meeting with City Council in the fall, likely October.
 - D. Northwest Area Park Updates
 - i. Discussion - Vista Pines Park Update
 - ii. Peltier Reserve Process Review and Discussion
 - iii. The Highlands at Settler’s Ridge-Staff Presentation
 - E. Discussion - Swing Bridge Lighting Project
 - F. Discussion - South Valley Park Update
 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 Bob Bierscheid at 651-450-2587 or TDD/TTY 651-450-2501

THIS IS A PUBLIC MEETING

THIS MEETING IS TELEVISED ON TOWNSQUARE TELEVISION

<https://www.townsquare.tv/webstreaming>

**MINUTES ARE REVIEWED/APPROVED
BY THE COMMISSION AT THE FOLLOWING MEETING**

**City of Inver Grove Heights Minutes of the Proceedings
Of the Park and Recreation Advisory Commission
8150 Barbara Avenue
Wednesday, July 14, 2021: 7:00 p.m.**

Televised on Town Square Television

1. CALL TO ORDER:

Chair Steve Cook called the July 14, 2021 Park and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Chair Steve Cook; Vice Chair Niki Barker; Commissioner's: Sandra Christensen, Elaine Prickel, Greg Stone, Kari Miller, and Curt Ellingboe.

Interim Parks and Recreation Director Bob Bierscheid, Parks Superintendent Brian Swoboda, Recreation Coordinator Chelsea Swiggum, and Recreation Intern Dan Close.

Absent: Commissioners: Willie Krech and Derek Schwanz.

3. PRESENTATIONS:

i. Introduction of Recreation Intern, Dan Close

Recreation Coordinator Chelsea Swiggum introduced Dan Close who will be an Intern with the Parks and Recreation Department. He is from Mankato.

Intern Dan Close stated in his experience so far, he has gained knowledge with marketing and sending emails. He has been doing marketing fee studies and transportation fee studies to see what costs can be cut back, other options, and what surrounding cities program costs are. He has been participating in Terrific Tuesdays with Recreation Specialist Rachel Mikel so he can see a program in action and watch the young children run and be happy. He said this is his senior year, he needs to complete his internship before fully graduating. He has double Majored in Resource Management and Leisure Planning Management. He is originally from Illinois and went to Mankato because he wrestles there. He appreciates this opportunity.

Chair Cook asked if he has been in contact with people from the community as a part of his work. Intern Close responded he has met people through the Recreation programs.

Commissioner Prickel asked if he would stay in Minnesota. Intern Close responded yes, he likes it here a lot.

ii. Summer Program Update:

Agenda Item 9A. Comprehensive Plan - Community Engagement Process Update (This item was moved up earlier in the Agenda for discussion). **Chelsea Swiggum, Recreation Coordinator**

Recreation Coordinator Chelsea Swiggum stated the Comprehensive Plan is up and running and gave the following update:

- As a part of the Comprehensive Plan, they are trying to survey the community and get feedback to determine what's ahead for the next five to ten years. To help with this, there will be numerous advertisements for Pop-In Stations. These stations include:
 - Team members tabling at several events throughout the community asking questions in a live format.

- Will be passing out popcorn.
- Have a spin wheel for prizes to help engage people.
- Have been visiting the Farmer's Markets on Sunday's. Received really good responses.
- Table includes large display boards with photos showing different events, facility amenities, and programs. With those, they do a sticker exercise. Participants place stickers on the photos they like, which gives a lot of feedback.
- This past Tuesday they set up in the lobby of the Community Center. A lot of people stopped by.
- Fitness Coordinator, Amy Crary was in charge of the stand at the Community Center this week. Guest Services was at the Farmer's Market this past weekend with Rachel Mikel doing the very first one. She said she herself would be at the Farmer's Market on the 25th.
- Plan to be at the Food Truck Event as well as other events coming up.

Chair Cook was at a class at the Fitness Center and noticed the table set up. He felt it was a great location. Coordinator Swiggum said they have prize drawings too.

Commissioner Christensen asked if all the Food Truck Events took place at Rich Valley. Coordinator Swiggum responded yes. Dates for those are July 22nd and August 26th.

Chair Cook asked where people could go with questions. He asked what the best way to reach out was. Coordinator Swiggum responded they can reach out to Recreation Superintendent Julie Dorshak. There is a flyer that they are passing out at all events and posting on social media. There is contact information on the flyer for direct questions. There are three ways for people to get feedback to Recreation Staff:

1. Visit a Pop-In Station
2. Take the Survey on the City Website
3. Sign up to be a part of a Focus Group

Coordinator Swiggum gave an update on Summer Programs:

- Summer Passport. This is another way to engage with the community. It encourages community members to get out and active in parks, programs, and events. After completing 10 items, they can turn it in for a prize. At the end, there will be a raffle for a special prize. She challenges the Commission to turn in a Bingo Card.
- Kids Rock Program. This is an all-day kid's camp:
 - Over 60 kids have joined this summer and will be doing:
 - Swimming
 - Skating
 - Library Trips
 - Indoor and Outdoor Activities
 - High School Athletes have visited the kids
 - Cooking Club. Today they made Apple Donuts

Upcoming Events:

- August 5th: Safety Camp
- August 6th: Junior Vet Camp

- August 13th: Twins Baseball Clinic. Free program for the community. People from the Twins Organization will come out and teach baseball in a fun way
- Terrific Tuesday's.
 - This year they are seeing people excited about getting out into the parks
 - They have had about 450 people so far through the first four events
 - This past Tuesday there were 150 in attendance

4. ANNOUNCEMENTS:

- A. You can find information regarding the City of Inver Grove Heights by visiting our Website at: www.ighmn.gov**
- B. Find us on Facebook at Inver Grove Heights Parks & Recreation**
- C. Follow us on Twitter at @IGH Parks**
- D. Follow us on Instagram: @ighparksrec**
- E. Next Meeting: Wednesday, August 11, 2021. Regular Meeting 7:00 p.m.**

5. CONSENT AGENDA:

- A. Approval of Agenda**
- B. Approval of Regular Meeting Minutes of June 9, 2021**

Motion by Vice Chair Barker, second by Commissioner Christensen, to approve the Consent Agenda.

Ayes: 7

Nays: 0 Motion carried.

6. PUBLIC COMMENT:

There were no public comments.

7. UNFINISHED BUSINESS:

None

8. REGULAR AGENDA:

- A. Recommendation to City Council to select park name for new Northwest Park #1**
 - i. Vista Pines Park**
 - ii. Red Pines Park**
 - iii. Pine View Park**

Chair Cook stated at the last Parks and Recreation Commission Meeting the Commission came up with some names to put out to the public. The three names are:

1. Vista Pines Park
2. Red Pines Park
3. Pine View Park

He said the voting results are in:

Vista Pines Park had 80 votes

Red Pines Park had 33 votes

Pine View Park had 73 votes

It is up to the Commission to make a recommendation. He and Staff suggest going with the name that had the most votes selected by the public.

Motion by Commissioner Prickel, second by Commissioner Stone, to recommend Vista Pines Park for the park name for the new Northwest Park #1 to the City Council for consideration.

Ayes: 7

Nays: 0 Motion carried.

9. ADMINISTRATIVE PRESENTATIONS:

A. Comprehensive Plan - Community Engagement Process Update (This Agenda Item was moved up to the Presentations portion of the agenda for earlier discussion).

Interim Parks and Recreation Director Bob Bierscheid said Recreation Coordinator Chelsea Swiggum mentioned summer engagement activities taking place to reach out to people and be able to find out what people want, may be missing, and what they have experienced in other communities for parks and recreation activities and facilities. He stated Recreation Superintendent Julie Dworshak has been working very hard on this along with the Consultant. There will be a Staff meeting with the Consultant in early August to work on the Comprehensive Plan. He wanted to make sure the Commission was aware of the work being done with the community. It will also be coming before the Commission to receive input as things move forward. They hope to present the plan to the Commission early next year.

B. Sub Committee Assignment Review

Chair Cook stated sub committee assignments for this coming year were given to the Commissioner's. He wanted to make sure the listings were accurate or if anyone wanted to make a change.

Commissioner Miller said she should be written down for South Valley. She was also interested in the Northwest Area.

Interim Director Burscheid said the update is noted and will be included in the next packet.

C. Discussion regarding proposed meeting with City Council in the fall

Chair Cook stated this item is regarding an idea he had with the City Council when he interviewed with them about being re-appointed to the Commission. Before he came on the Commission three years ago, this Commission periodically had contact with the City Council via a separate meeting to discuss mutual interest areas and ideas so they are working in tandem and supporting each other. He believed those on the Council were receptive to the idea of meeting. He recommends this take place later this year. He asked the Commission if they also believed this would be a good idea.

Commissioner Stone felt it was essential to meet with the City Council. The Commissioners agreed.

Chair Cook stated he would communicate with the Mayor and discuss the idea and look into scheduling. He recommended this Commission discuss what topics they should discuss as a group. He suggested having a Work Session to come up with ideas.

Commissioner Prickel asked where they could locate the city's strategic plan. She felt that would be a good place for the Commission to start by looking over the plan for the city and how Park and Recreation fits into it. They could determine if the Commission's priorities are consistent with what the city is trying to accomplish in the next five years. Interim Director Burscheid responded the city has a 10-year Comprehensive Plan. Parks Superintendent Brian Swoboda said it was updated in 2020.

Commissioner Prickel asked if the plan would be accessible. Interim Director Bierscheid responded he would make sure to get that information to the Commission. The plan is quite large, he will try to get at least the Parks and Recreation section. Web access to the entire plan can also be shared with the Commission. He said Staff is working on the updated version of the Strategic Plan for Parks and Recreation. That could be a part of the joint meeting discussion as well as items the Commission believes should be included.

Chair Cook referenced the Parks Needs Analysis he received a copy of and asked the Interim Director if the rest of the Commission could receive a copy. Interim Director Bierscheid responded he would make sure Commissioners receive an updated version. He said that analysis was a part of the planning process. Another thing that is going on is a complete inventory of all programs, facilities, and processes taking place within the department.

D. Northwest Area Neighborhood Park #1 Update

i. Timeline

ii. Coordination of Construction

Interim Director Bierscheid, stated the City Council will be discussing the Vista Park name at their next City Council meeting. At the Council meeting on Monday, Council authorized to seek bids for a Contractor to begin the work and authorized Brian to go out and seek quotes for some of the work. Splitting it up like this allows the city to do some of the work and/or the option to work with smaller Contractors.

Parks Superintendent Brian Swoboda stated there are numerous reasons why they split it up:

- To be able to do some of the work inhouse.
- By the time the Contract is accepted for the bid items it could be September.
- Could be really close to being finished with all of the work that needs to be done by June 30th, 2022. Due to the DEED Grant the park has to be done by then.
- Has been working with several different Contractor's to get quotes.
- Ordered the playground as it takes 10-12 weeks to get in. Getting this ordered now is beneficial to keeping them on track.
- Getting quotes on park amenities such as benches, picnic tables, basketball hoops, tree removal where the playground sits, and tree removal where the bike skills course is going to be.
- Have spoken to a couple of different people about the construction of the bike skills course. He hopes to have someone lined up within the next couple of weeks to get started once it's approved.

He said some of the things being done by the Contractor through the bidding process is going to take time. For example: Painting the basketball court. The blacktop has to cure for 30 days before they can even paint it. If they don't get someone in there to pave it sooner than later, it may have to wait until spring.

Interim Director Bierscheid said he would make sure the Commission is kept updated as things take place within that park area.

Chair Cook asked if there has been any movement on land areas for additional parks in the area.

Interim Director Bierscheid responded there are updates on a couple where Developers are coming in seeking authorization to move forward. As a part of that, a decision has to be made about whether the

city requires cash dedication funds or actual park areas. With one of the smaller areas of park recommended to be park dedication, the City Council denied the plat. Due to that, the area located by Target, is out; the Developer will not be going ahead with that plan. He said eventually somebody would come back to do something. He stated he would make sure to give the Commission an update on all things taking place in the northwest area on the next Agenda.

Chair Cook asked if there has been any indication that the City Council would be reviewing the amount assessed for Park Dedication. Interim Director Bierscheid responded Interim City Administrator Heather Rand has reached out to a company that researches this, and are researching all cities in the area for a comparison.

E. South Valley Park Update

Interim Director Bierscheid gave the following update about South Valley Park. He said this is not a final. They have been working with HKGi, who has been doing an excellent job working with the city, to make sure they have the best possible product for an existing park that needs to be redone. He began the following presentation:

Site Plan: A diagram of the layout was shown.

- There is currently a ballfield in the park. That field is coming out as a part of the process. It was determined it was not needed.
- Located in an area to the left would be the skating rink.
 - That area would be open.
 - People wanting to come and play ball or catch, can do that in that space. There will no longer be an official field there.
- Area in the center is a plaza area.
- Will be an area to have performances.
 - Due to grading, there would be a natural seating area.
 - Area for ADA accessibility.
- The large white center area in the diagram is the new picnic area.
- Parking lot will be redone.
 - Adding additional spaces and ADA accessible spaces.

Parks Superintendent Swoboda described other areas of the diagram as follows:

- Blacktop Trail curves around the backside of the building and connect with the current trail that goes down the hill.
 - ADA Accessible.
- 2-5 and 5-12 year age playsets.
- Connecting to city sewer and water.

Interim Director Bierscheid continued:

Shelter Plan: A layout was shown that includes:

- Restroom on the inside.
- Restroom on the outside.
- Modified catering type kitchen.
- Area along has a bench. Can be used for picnic or potluck area.
- Tables

Shelter Design: A photo rendering of the shelter design was shown with the following items as described by Parks Superintendent Swoboda:

- Doors slide open. Research is still being done on whether they will be pocket doors or would go up to the ceiling.

- Side where the counter top is for crock pots is the side where windows could be propped open. Interim Director Bierscheid continued:
- The current proposal has one outdoor firepit. There is also additional space in case another firepit is needed.
- Currently have the sliding hill in the area.

Commissioner Prickel asked if it would be a four season structure. Superintendent Swoboda responded that is what they were hoping for. The garage doors would open and close and have insulated glass. They hope to place in-floor heat in the concrete to be used in the winter as a warming shelter for skating and sliding. The Recreation Department would like to program out of it 12 months of the year.

Vice Chair Barker said the upgrades make it a winter amenity. There are not a lot of places to go in the winter.

Chair Cook asked what type of exterior material would be used. Pictures made it look wood or metal.

Some Commissioner's felt it looked industrial. Laminated wood columns.

Interim Director Bierscheid responded it could be a combination of materials. He said with the final decision they want to make sure it is durable and does not require extra work.

Superintendent Swoboda stated for the gable ends there was talk of using a cement fiber board type siding that comes in a variety of colors. The plan is to use steel for the roof. The inside of the building would be tongue and groove wood, the type of wood has not been determined yet. The ceiling would be vaulted.

Vice Chair Barker asked how many it would seat. Superintendent Swoboda responded 100.

Chair Cook asked if both the men's and women's restrooms were accessible from the outside. Vice Chair Barker believed they were non-gender specific.

Interim Director Bierscheid displayed photos of the current amenities at the park to show the "why"; why this is being done. One photo included the current shelter. It shows that the building is decaying and falling apart. He stated there is no question there is a need to have this done.

Estimate of Probable Costs 6/30/2021:

- Septic System: The septic tank would be taken out so the area can be connected to city sewer and water making the facility more modern and up to date.

Commissioner Prickel asked if everything just presented was part of Phase 1. Superintendent Swoboda responded it addresses everything. For example: The parking lot, playground, building, trails. He said there were other things the neighborhood/community wanted such as an archery range, nature trail around the pond, boardwalk, and community garden. Those items would be part of Phase 2, if it's decided to do them. Interim Director Bierscheid responded everything presented is included in the cost figure shown.

Commissioner Christensen asked how much the Grant was.

Interim Director Bierscheid discussed:

Potential Revenue:

- Fund 444: \$1,450,000
- DNR Grant: \$250,000
- Pavement Management Fund: \$200,000 (for existing pavement management)
- Recreation Fund: \$300,000
- Water Fund: \$75,000
- Sewer Fund: \$75,000
- ADA Fund: \$100,000
- Total: \$2,450,000

He stated this is not final. It will come before the Commission for consideration and then to the City Council for a final decision.

Commissioner Prickel asked if the money shown is currently in those funds to cover costs. Interim Director Bierscheid responded as follows:

- Fund 444, the money is currently there.
- The Grant has been granted by the DNR.
- There is money in the Recreation Fund as well as the ADA Fund.
- For Pavement, Water, and Sewer Funds, the money is there, but the City Council has to decide/determine if that money can be applied for this. He said the reason they are looking to use those funds is because the parking lot is pavement management and is needed.

Chair Cook asked about a timeline for completion. Interim Director Bierscheid hoped to have this back before the Commission for the next meeting, or the meeting after it. The timeline:

- Slated to move forward this fall.
- Preliminary work done by the end of this year.

Superintendent Swoboda continued with the timeline:

- Hopeful to be able to do demolition this fall. Remove the old playground. Knock down the buildings. Get the septic tank out.
- Still keeping the area open in the winter for the sliding hill. Leaving the parking lot and trail there.
- They would like to get a head start so when bids come back and are awarded, they can get a Contractor in, pre-road restrictions.
- Hope to be finished by the end of 2022.

Interim Director Bierscheid stated the weather has a huge impact on how quickly the project can move forward.

Commissioner Prickel asked if there was concern over raw material supplies. Superintendent Swoboda responded he is very concerned. That is why if bids are back in December or January, they can order products 3-4 months before the project can actually start to be built. Interim Director Bierscheid responded that is why they have been getting estimates almost 2-3 days at a time.

Commissioner Christensen said she came through the area over the weekend via Cahill. She strongly recommends adding some steps down for walkers to the north, before the underpass. There is a path on the grass that is pretty steep, putting steps there would allow those to go down instead of having to walk all the way down to the driveway. Superintendent Swoboda responded he would keep that in mind for a Tree Trust project.

Chair Cook commented there was talk of a Community Garden and a Tower. He asked if that was part of another phase. Superintendent Swoboda responded yes.

Commissioner Miller asked if the building would be set up for Birthday Party rentals. She commented there are picnic tables, placing tables and chairs in the space could allow it to be rented out for business type meetings or even a wedding. She was unsure what the idea for rentals would be. Interim Director Bierscheid responded the answer is yes to all those scenarios.

Chair Cook believed the question was if the type of table could limit uses. He asked if the tables to be used in the space could be folded up and moved to the side. Superintendent Swoboda responded the tables would be moveable. Commissioner Miller said the building was very impressive.

F. Heritage Village Park – Bonding Update

Interim Director Bierscheid gave an update on Heritage Village Park stating there was a Bonding request in for this current year. Currently, the Legislature did not deal with that type of Bonding. There has been mention of a possibility to go back for Bonding in September. He said from experience he would be shocked that it would get in. It doesn't look to be a large Bonding Bill and appears to be mostly in public works type of activities. He said the city has submitted a Bonding request for next year. Next year is the regular Bonding cycle. He said currently there are three phases of the park that have been completed with two more phases to go. Some of the work for Phase 4 could be done this year. The Bonding request for next year would have a 50% match. Currently they have taken Phase 4 and matched it with Phase 5, so that would be the city match, and be complete next year.

Chair Cook asked how much they are requesting for next year. Interim Director Bierscheid responded it would be roughly \$2 million dollars. Included in the request is to complete the all-inclusive playground area, splash pad area, and additional parking. Superintendent Swoboda said there is also the restroom, bench seating, and the roundhouse shelter. This would all be one project as they tied Phase 4 and 5 together.

Chair Cook asked if the work they had planned to have done so far has been completed at Heritage Village Park. Superintendent Swoboda responded yes; Phase 3 has been finished. They were waiting for the fence materials to come in. That was installed last week. He suggested going down and checking it out.

Chair Cook said due to Bonding, they would be on hold until next year. Interim Director Bierscheid responded in October the city has to complete the application. The City Council would have to approve it. Currently it is an administrative process. Chair Cook asked if there was anything the Commission should do in terms of communicating with the City Council about it. Interim Director Bierscheid recommended waiting until they see how it proceeds just in case, the other Bonding comes up.

G. Department Happenings

Parks Superintendent Brian Swoboda updated the Commission on the following:

- Staff has been busy. There have been a lot of Ball tournaments this summer, a lot of picnics, people out and about in the parks.
 - Have been prepping ball fields, mowing grass.
- Staff watered some new trees that were planted this spring.

- When it is dry out, they find out where the dry spots are occurring and often have to make irrigation repairs.
- Playground Inspection Audits were done at Rich Valley, Ernster, and Broadmoor Parks. The audits came back good, with a few minor issues. There is one slide that needs to be checked into further for possible maintenance/replacement. Parks have been in good shape and are lining up with the inspections that Staff has been doing.
- There has been some tree damage due to heavy winds/weak branches around areas that people bike and walk, bike trails. The wooded areas have hangers, broken limbs, or a tree falls.
- Dog Park Shelter:
 - Both structures are up. One has a roof on it. Hoping to get the rafters on the shelter in the big dog park next week.
 - Hoping to be complete mid-August.
 - Concrete slabs have been poured.
 - Working on getting electric hook ups to have light and an outlet in them.
- Rock Island Swing Bridge
 - Have been dealing with Mayflies. On five occasions they have showed up at the bridge to notice under the 18 lights there have been piles of Mayflies at least 3-4 feet tall. It takes effort to get that cleaned up.
- Tree Trust Update. The Trust is about $\frac{3}{4}$ along on the steps at Seidl's Lake. They have been doing an excellent job. This should be completed in the middle of August.
- Northwest Parks
 - Getting quotes on amenities.
 - Timeline of events:
 - Ads for bids will go out this Friday, and the following Friday.
 - There will be a Locate Meet on site on July 20th. There are power lines down, hanging lines, and broken poles. They will have utility companies come out to discuss what will happen at the park in the next five to six months.
 - Pre-bid meeting on July 26th. This is for Contractors interested in doing the project. They can come out, look at the site, and ask questions.
 - Bid opening on August 2nd at 10:00.
 - Goes before the City Council for approval on August 9th.
 - Hopeful construction can begin at the end of August, first part of September.
 - Completion date of June 15, 2022.

Chair Cook asked if there has been adequate staffing for the summer. Superintendent Swoboda responded that they did fill up on staffing. They have more younger people this year. They are trained. Things are going well.

Interim Director Bierscheid mentioned that Recreation Superintendent Julie Dorshak is on vacation. He gave the following update relating to Recreation:

- Hired a Planning Consultant for the former Gymnastics Studio and will be reconfiguring it into Recreation use space. This will take place within the next couple of months.
- Having conversations with the School District about Senior Programming.

Chair Cook asked if there was a specific purpose the room would be reconfigured for, or if it would be more of an open area to be used for different things. Interim Director Bierscheid responded it will be for some specific activities, but will have the capability to adjust to special activity use.

Interim Director Bierscheid added that he has been working in this field for over 50 years, in departments of various sizes, in three different States. He said this Staff is some of the hardest working people with the resources that they are given to accomplish things. From his point of view, the things they accomplish on a daily basis is amazing. Chair Cook agreed and said it was good to hear from someone coming from the outside.

10. COMMISSION COMMENTS:

A. Commission Comments

Vice Chair Barker thanked Interim Director Bierscheid for being here and guiding them. They greatly appreciate how much effort he puts into this. He clearly loves what he has done for 50 years and it shows.

Chair Cook said while being in transition, it means a tremendous amount that they are being helped. Interim Director Bierscheid stated what Eric Carlson left for Jon Oyanagi, and what Jon left for him, has been excellent. It really helped.

Commissioner Ellingboe had no comment.

Commissioner Miller thanked Parks Superintendent Swoboda and Staff. She said she has spent most of her summer out at Rich Valley Park. Staff has done a great job and she appreciates all the extra time they spend there. She requested that Staff be thanked.

Chair Cook said it feels good to be back to in person meetings. He hopes they are able to continue.

Commissioner Prickel was glad to be back.

Commissioner Stone had no comment.

Commissioner Christensen had no comment.

B. Input from Commissioners on the Next Agenda

Chair Cook stated he meets with Vice Chair Barker and Staff before the next meeting to draw up the Agenda. If there is anything anyone wants added, please let them know.

11. ADJOURN:

Motion by Commissioner Miller, seconded by Vice Chair Barker, to adjourn the meeting at 8:10 p.m.

Ayes: 7

Nays: 0

Minutes prepared by Recording Clerk Sheri Yourczek.



414 Nicollet Mall 06
Minneapolis, MN 55401

1-800-895-4999
xcelenergy.com

**Preliminary and Final Plat Application
Conditional Use Permit and Variance Request
Rich Valley Gas Plant
July 21, 2021**

Applicant:

Northern States Power Co. d/b/a Xcel Energy
414 Nicollet Mall, 06
Minneapolis, MN 55401
Brian Sullivan: 612-330-5825
Email: brian.e.sullivan@xcelenergy.com

Property Owner:

Option Agreement FHR to NSP

Northern States Power Co. d/b/a Xcel Energy
414 Nicollet Mall, 06
Minneapolis, MN 55401
Parcel ID Number: 20-02900-75-021

Project Summary:

Xcel Energy is proposing to construct a Renewable Natural Gas facility next to our existing Rich Valley Gas Plant located on 105th St. E in Inver Grove Heights, MN. To move forward with the project Xcel is proposing to plat approximately .65 acres to the west of the Xcel Energy property.

Project Location:

Dakota County, (Section 29 Township 029 Range 022).
Property Address: xxxx 105th St., Inver Grove Heights, MN

Project Overview:

The purpose for subdividing the property is to facilitate the installation of a Renewable Natural Gas facility which will insert methane generated at the Pine Bend Land into the natural gas pipeline system that supplies the southeast metro.

Access to the property will be through the existing Rich Valley Gas Plant facility to the east and will utilize the existing 105th Street driveway. which abuts the north property line. Dakota County operates 105th Street and .24 acre of land will be dedicated for right of way. The surrounding land uses are agricultural except for the natural gas facility to the east.

Zoning:

Jurisdiction is Inver Grove Heights

Existing Zoning: Agricultural –

Minimum lot size is 5 acres

Proposed Lot size .41 acres (.65 acres minus .24 acres road dedication)

Existing and Proposed Use: Renewable Natural Gas Facility

Lot requirements

Minimum lot size is 5 acres

Proposed Lot size .41 acres (.65 acres minus .24 acres road dedication)

Lot width 200 feet

Front yard setback 30 feet

Side yard setback 25 feet

Rear yard setback 60 feet

Height (maximum) 35 feet

Operational Plan:

The existing Xcel Energy facility is designed with one controlled access point located on 105th Street which will serve the existing facility and the proposed facility. The proposed Facility will be an unmanned facility that can be monitored remotely. Periodically technicians will inspect and maintain the facilities.

Reforestation & Landscape Plan:

There is not any landscape vegetation on the existing facility, and we are proposing not to seed the areas surrounding the facility with a pollinator mix of native plants. Because of the nature of the facility landscaping is not proposed. Security and safety requirements are paramount, and landscaping would interfere with sight lines.

Security Standards:

The proposed Inver Hills Tank Farm will have a security fence surrounding the facilities. Access to the property will be controlled and monitored. Security lighting is provided.

Access and Parking:

Access will be via an existing drive from 105th St. As noted earlier this is an unmanned facility. Parking will be provided within the facility.

Grading, Drainage, Erosion Control and Utilities:

A grading, drainage and erosion control plan are provided.



414 Nicollet Mall 06
Minneapolis, MN 55401

1-800-895-4999
xcelenergy.com

Street Plan:

The property will use the existing drives to provide access to the facilities

Wetlands:

There are no wetlands located on site.

Variance Request:

Xcel Energy is requesting a variance from the 5-acre lot minimum to allow for the construction of the new facility. Creating a larger lot ties up existing farmland and would inhibit the future development of the parcel. The variance request does not affect the functionality of the property, nor does it affect life or safety measures

The variance will allow for the addition of a new facility that captures methane from the Pine Bend Landfill and converts it into an energy resource that will be added to the natural gas system that supports the southeast metro.

Xcel Energy submits this application for a Preliminary & Final Plat, Variance and Conditional Use Permit for review by the City of Inver Grove Heights to ensure that this facility is compatible with applicable zoning requirements. However, by this application, Xcel Energy does not waive or subordinate its utility rights and obligation to implement the proposed plan.

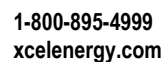
Thank you for your time and consideration.

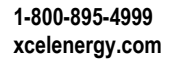
Regards,

Brian Sullivan
Siting and Land Rights Agent
P: 612.330.5925 | C: 612.366.0234 | F: 612.329.3096
Email: brian.e.sullivan@xcelenergy.com

Location Map
Rich Valley Gas Plant









Park Needs Analysis

December 14, 2020

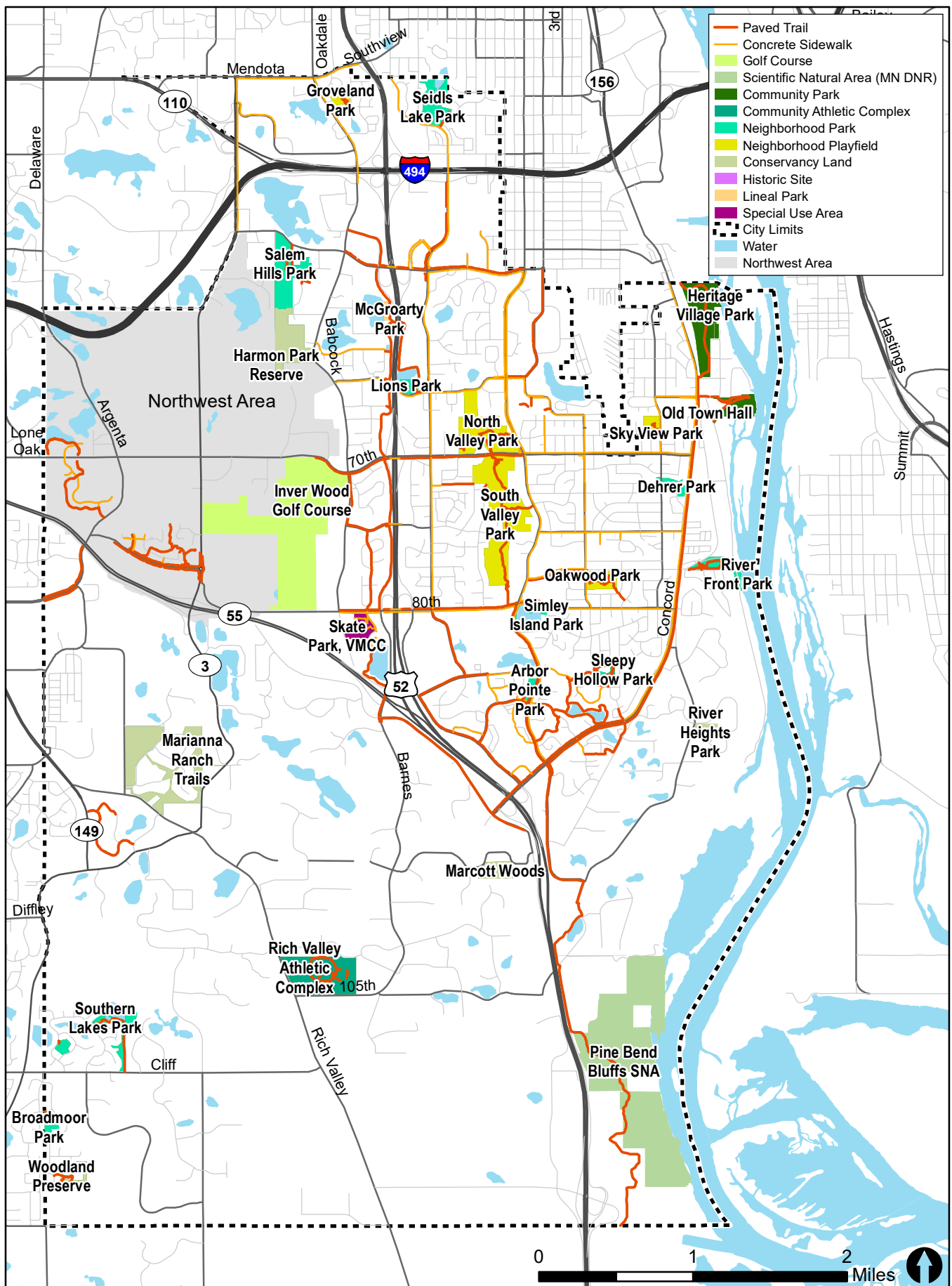


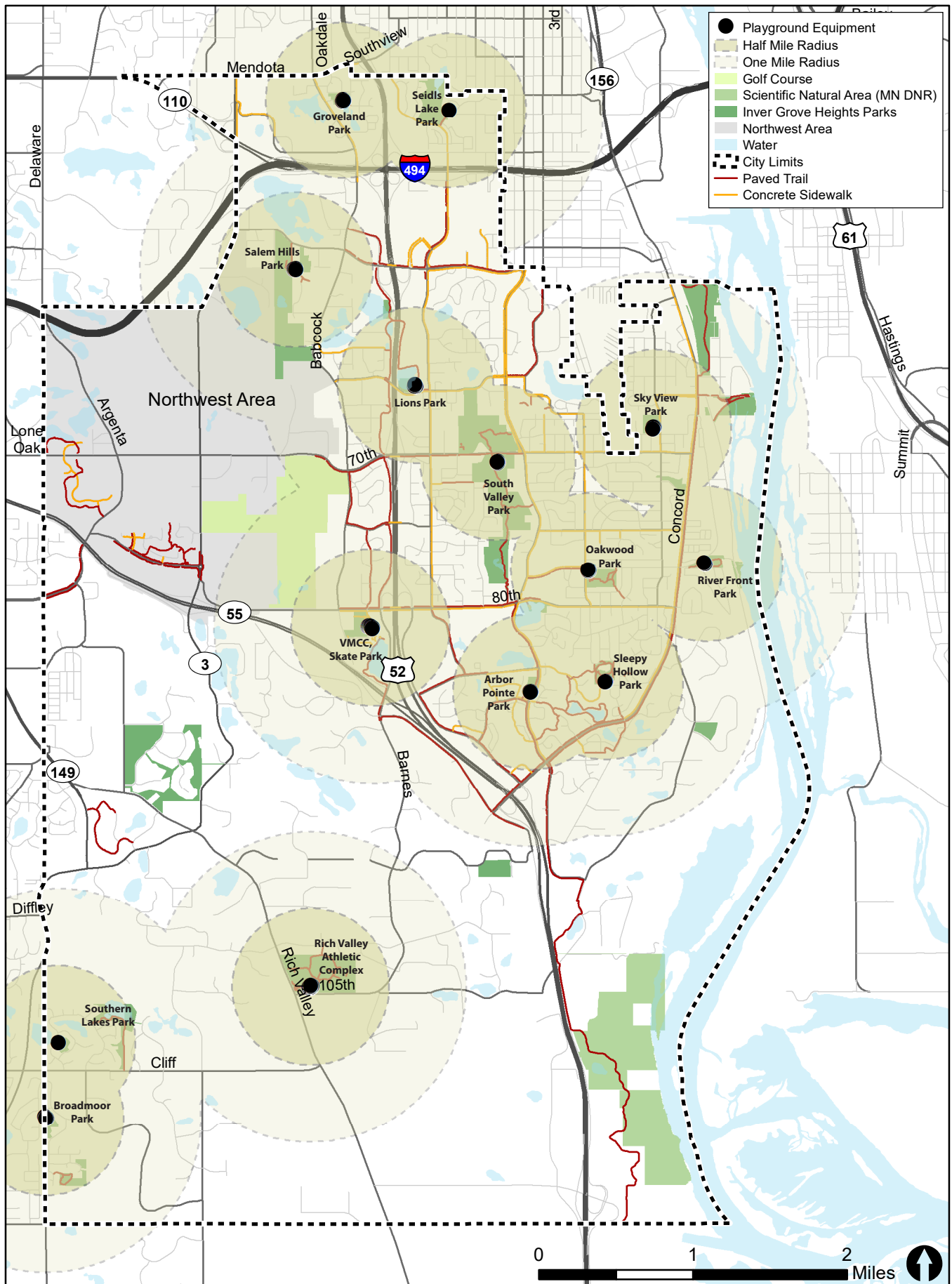
IGH
Parks, Recreation, Trail,
and Facilities Plan

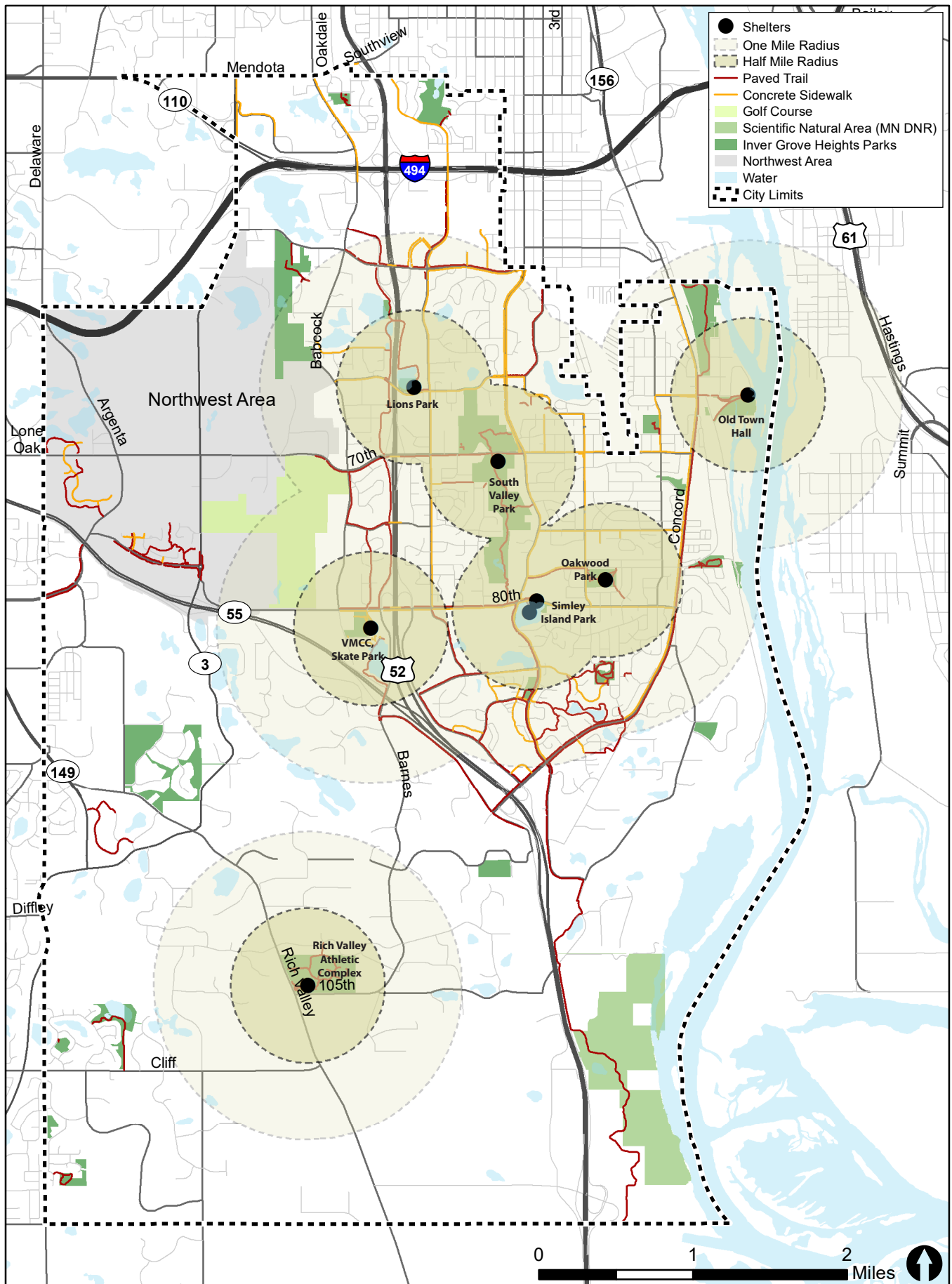


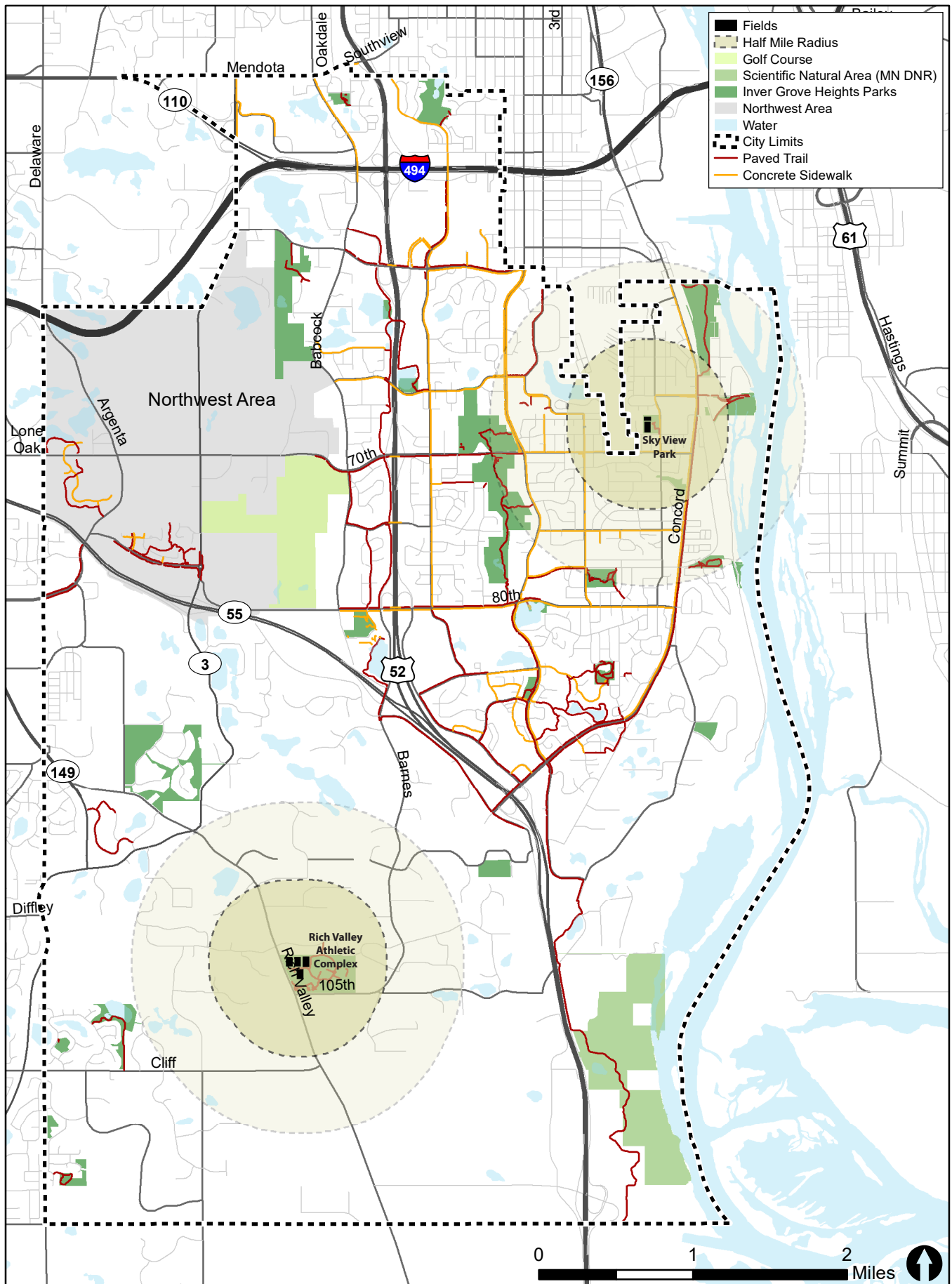
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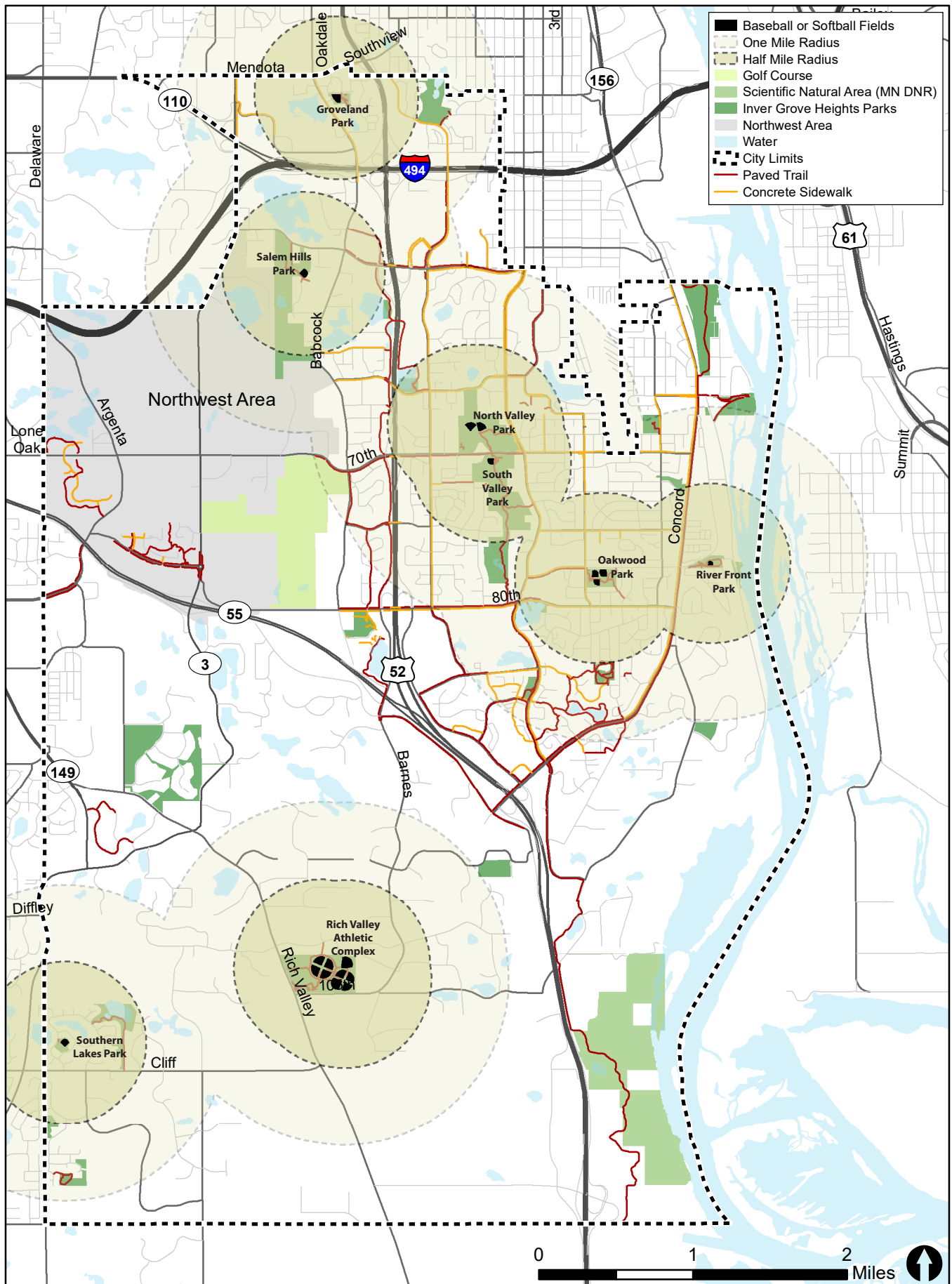
Park Classifications	3
Gap Analysis	4
Playgrounds	4
Park Shelters	5
Soccer/Football/Lacrosse Fields	6
Baseball/Softball Fields	7
Basketball Courts	8
Tennis Courts	9
Outdoor Ice Rinks	10
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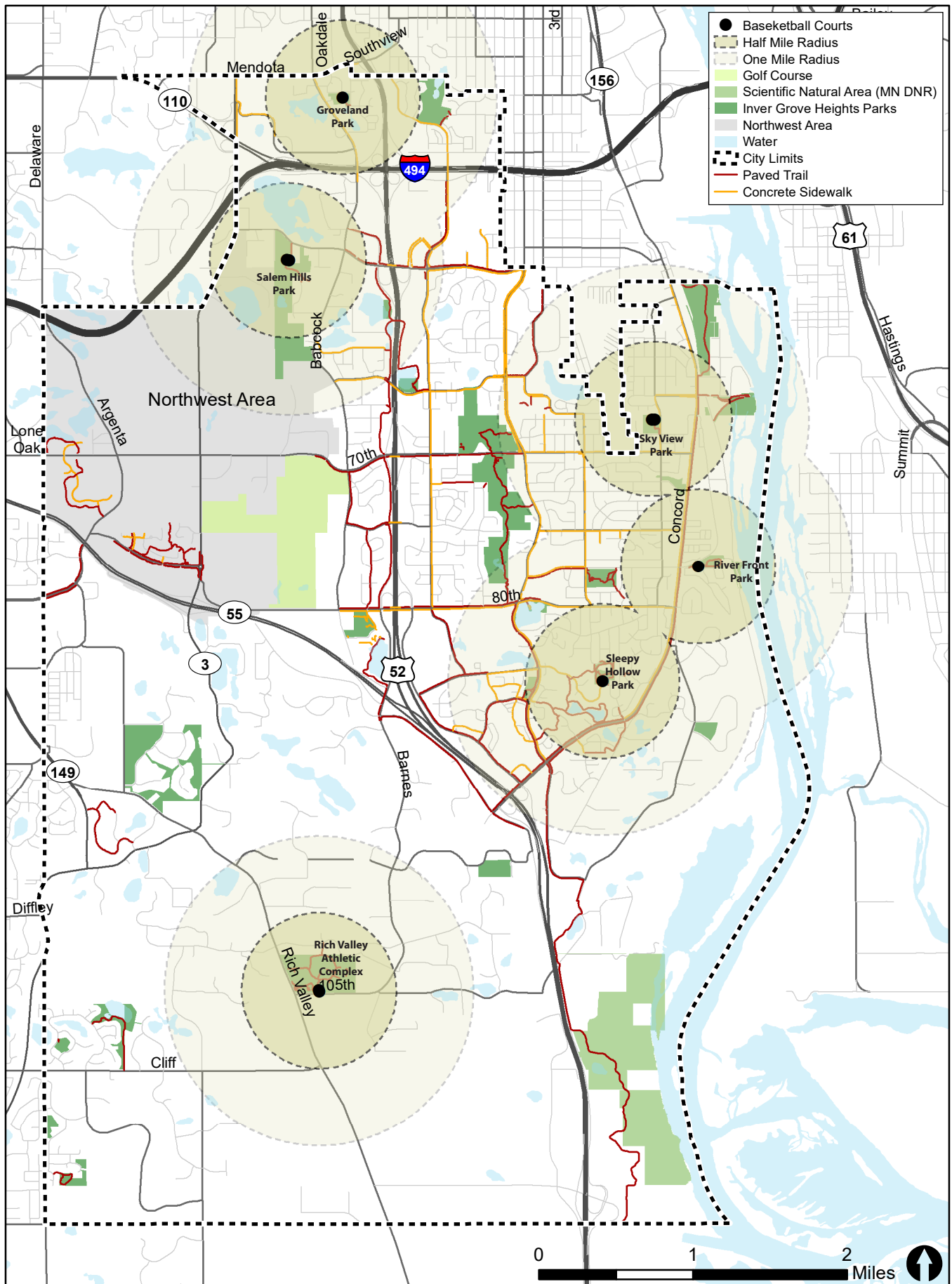


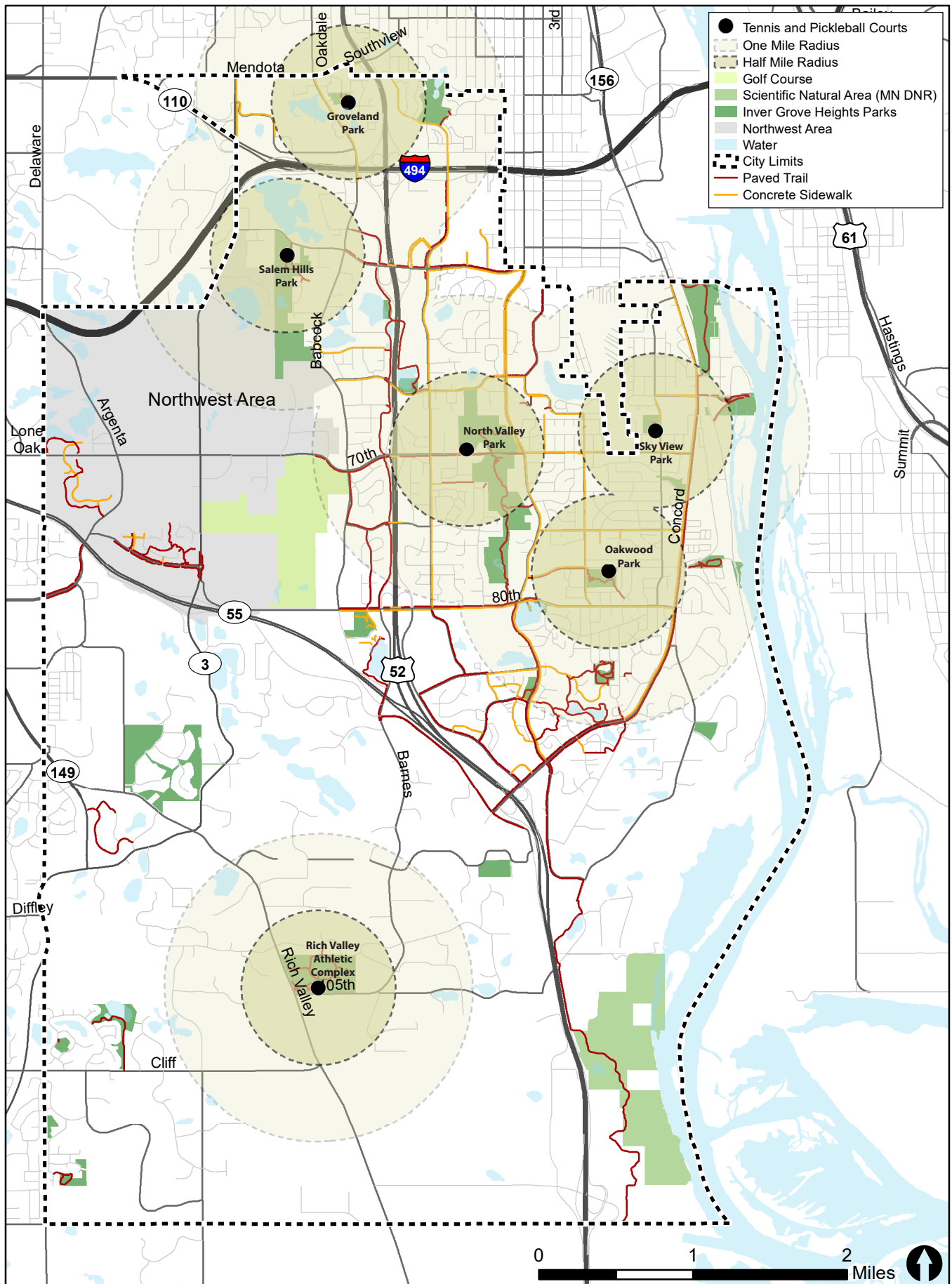


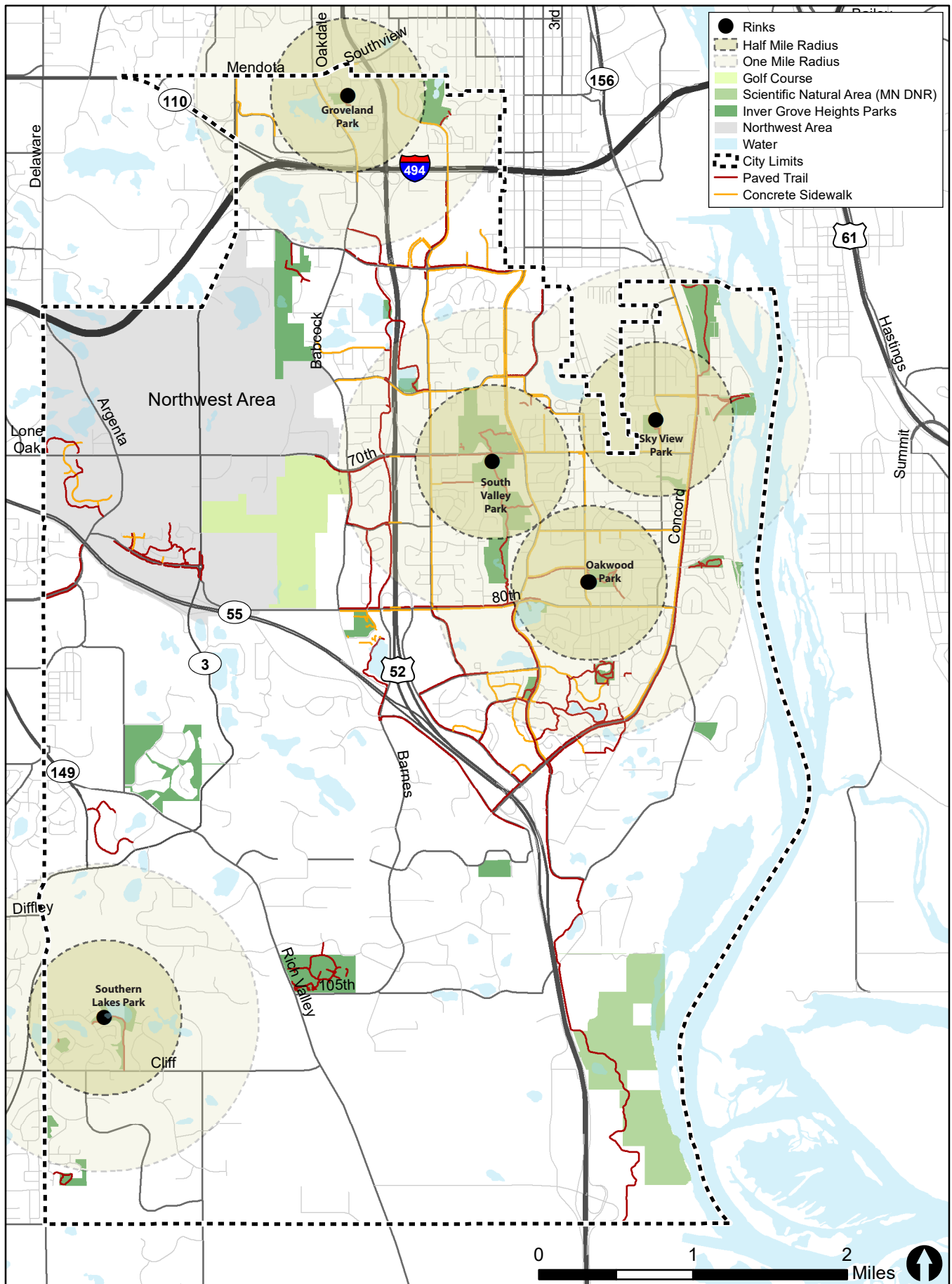








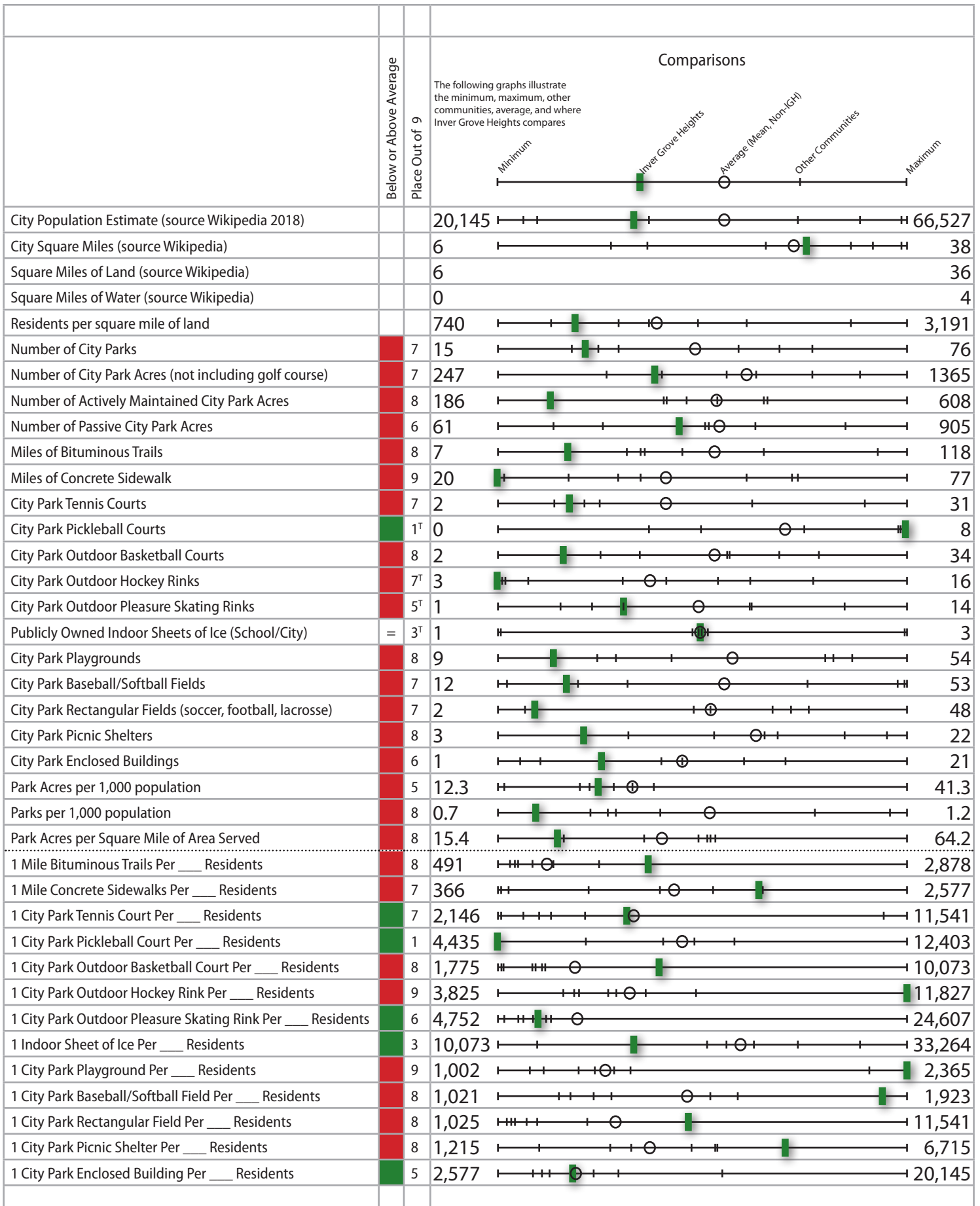




[illegible]

	S. St. Paul	Farmington	Rosemount	Inver Grove Heights	Cottage Grove	Apple Valley	Burnsville	Eagan	Lakeville	Average (without IGH)
City Population Estimate (source Wikipedia 2018)	20,145	23,081	24,607	35,481	37,208	54,121	61,203	66,527	65,877	46,013
City Square Miles (source Wikipedia)	6	15	35	30	38	18	27	33	38	29
Square Miles of Land (source Wikipedia)	6	15	33	28	34	17	25	31	36	27
Square Miles of Water (source Wikipedia)	0	0	2	2	4	1	2	2	2	2
Residents per square mile of land	3,585	1,580	740	1,274	1,106	3,191	2,465	2,133	1,824	1,789
Number of City Parks	15	26	30	28*	33	51	76	57	62	46
Number of City Park Acres (not including golf course)	247	954	542	677	870	692	1,106	1,365	1,240	931
Number of Actively Maintained City Park Acres	186	360	361	240	380	411	608	460	463	410
Number of Passive City Park Acres	61	594	181	437	490	281	498	905	777	520
Miles of Bituminous Trails	7	47	42	26	46	79	57	110	118	66
Miles of Concrete Sidewalk	55	61	62	20	30	21	40	37	77	44
City Park Tennis Courts	6	2	8	7	9	20	28	31	6	14
City Park Pickleball Courts	-	-	4	8	3	6	8	8	8	6
City Park Outdoor Basketball Courts	2	13	10	7	20	20	34	27	24	19
City Park Outdoor Hockey Rinks	3	3	4	3	7	10	16	13	11	8
City Park Outdoor Pleasure Skating Rinks	3	4	1	5	5	9	12	14	9	7
Publicly Owned Indoor Sheets of Ice (School/City)	2	1	1	2	3	2	2	2	3	2.0
City Park Playgrounds	9	20	22	15	28	54	48	46	45	35
City Park Baseball/Softball Fields	13	12	20	19	25	53	53	43	52	35
City Park Rectangular Fields (soccer, football, lacrosse)	5	2	24	6	26	37	35	33	48	26
City Park Picnic Shelters	3	19	9	7	21	13	16	16	22	15.4
City Park Enclosed Buildings	1	3	2	6	9	21	13	10	15	10
Park Acres per 1,000 population	12.28	41.33	22.03	19.08	23.38	12.79	18.07	20.52	18.82	22
Parks per 1,000 population	0.74	1.13	1.22	0.79	0.89	0.94	1.24	0.86	0.94	1.00
Park Acres per Square Mile of Area Served	40.61	64.16	15.39	22.40	23.19	39.21	41.16	40.78	32.73	35
Miles Bituminous Trails Per ____ Residents	2,878	491	586	1,365	809	685	1,074	605	558	772
Miles Concrete Sidewalks Per ____ Residents	366	378	397	1,774	1,240	2,577	1,530	1,798	856	1,319
City Park Tennis Courts Per ____ Residents	3,358	11,541	3,076	5,069	4,134	2,706	2,186	2,146	10,980	5,230
City Park Pickleball Courts Per ____ Residents			6,152	4,435	12,403	9,020	7,650	8,316	8,235	8,030
City Park Outdoor Basketball Courts Per ____ Residents	10,073	1,775	2,461	5,069	1,860	2,706	1,800	2,464	2,745	2,610
City Park Outdoor Hockey Rinks Per ____ Residents	6,715	7,694	6,152	11,827	5,315	5,412	3,825	5,117	5,989	6,416
City Park Outdoor Pleasure Skating Rinks Per ____ Residents	6,715	5,770	24,607	7,096	7,442	6,013	5,100	4,752	7,320	8,513
Indoor Sheets of Ice Per ____ Residents	10,073	23,081	24,607	17,741	12,403	27,061	30,602	33,264	21,959	23,839
City Park Playgrounds Per ____ Residents	2,238	1,154	1,119	2,365	1,329	1,002	1,275	1,446	1,464	1,394
City Park Baseball/Softball Fields Per ____ Residents	1,550	1,923	1,230	1,867	1,488	1,021	1,155	1,547	1,267	1,437
City Park Rectangular Fields Per ____ Residents	4,029	11,541	1,025	5,914	1,431	1,463	1,749	2,016	1,372	3,314
City Park Picnic Shelters Per ____ Residents	6,715	1,215	2,734	5,069	1,772	4,163	3,825	4,158	2,994	3,241
City Park Enclosed Buildings Per ____ Residents	20,145	7,694	12,304	5,914	4,134	2,577	4,708	6,653	4,392	6,047

*New park anticipated in NW Area



Key Findings

The City does provide good destination/community wide features within Inver Grove Heights that contribute to parks and recreation in the community

- VMCC
- Inver Wood Golf Course
- Swing Bridge & Heritage Village
- Rich Valley Athletic Complex

There have been successful efforts to address emerging and specific recreation trends:

- Pickleball (first per capita)
- Mountain Biking
- Disc Golf
- Skate Park

Inver Grove Heights is lagging behind other southeast metro communities in the provision of basic park amenities:

- Playgrounds (last per capita)
- Basketball (2nd to last per capita)
- Rectangle Fields (2nd to last per capita)
- Picnic Shelters (2nd to last per capita)

Sidewalks and trails are nationally desired features that are lacking in Inver Grove Heights:

- Sidewalks (3rd to last per capita)
- Trails (2nd to last per capita)

The focus on providing athletic features in the City has been primarily at a community level through Rich Valley Park and the schools, rather than a neighborhood level.

Despite fewer overall numbers, playgrounds and neighborhood parks are fairly well distributed in non-rural neighborhoods:

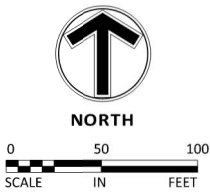
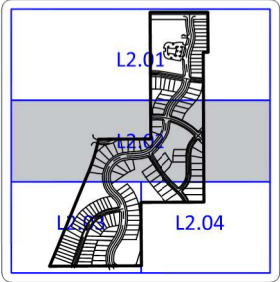
- Almost all neighborhood density homes are within 1 mile of parkland
- Because of larger lots, and lower densities it is not practical to have a park nearby for every rural residential home site
- Two growth areas on the west side of the City (Northwest Area and South of 55) will require park facilities as they fill in. The City has acquired land in the Northwest Area to address that gap.

GROUND COVER SCHEDULE

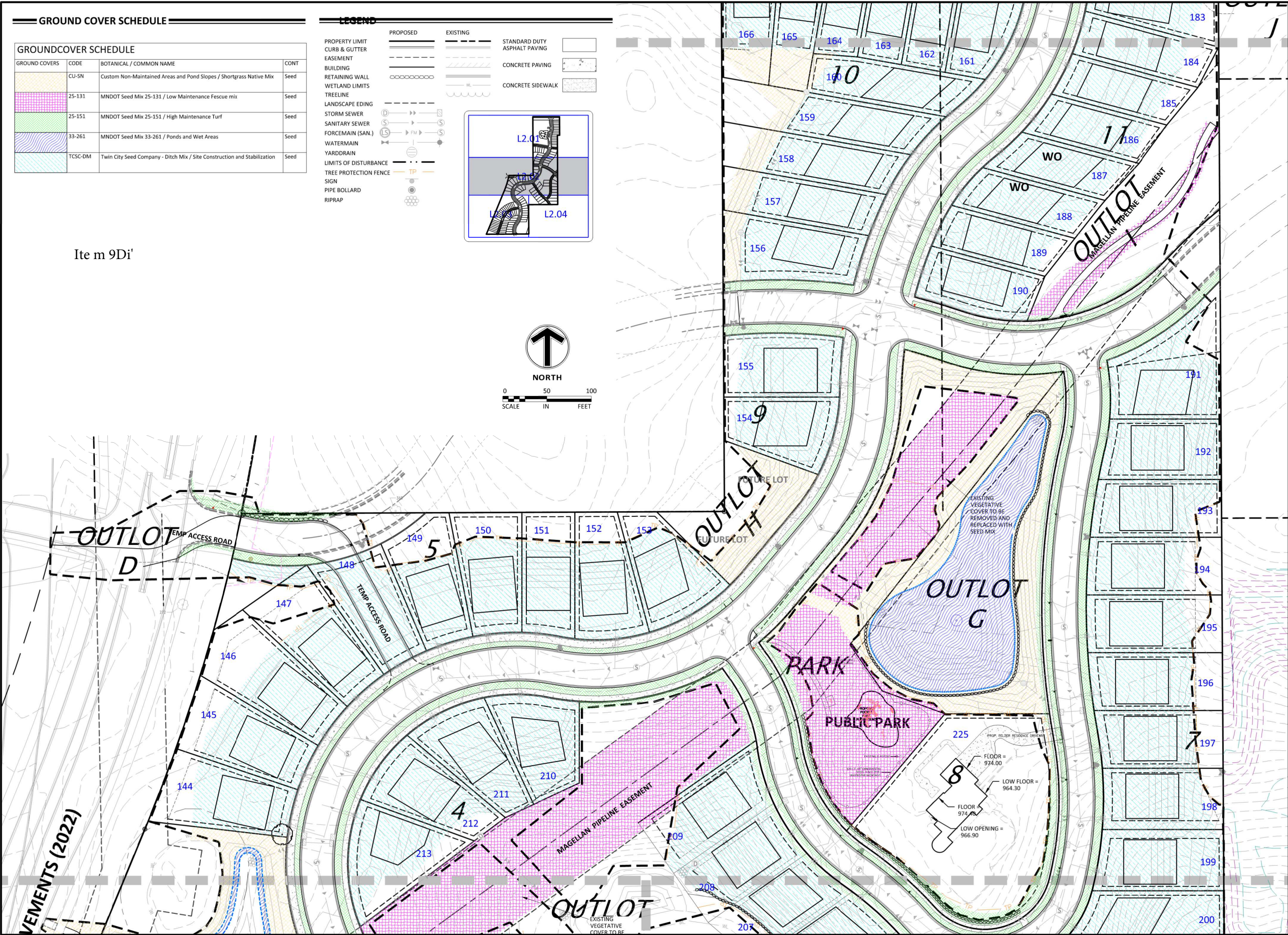
GROUND COVERS	CODE	BOTANICAL / COMMON NAME	CONT
	CU-SN	Custom Non-Maintained Areas and Pond Slopes / Shortgrass Native Mix	Seed
	25-131	MNDOT Seed Mix 25-131 / Low Maintenance Fescue mix	Seed
	25-151	MNDOT Seed Mix 25-151 / High Maintenance Turf	Seed
	33-261	MNDOT Seed Mix 33-261 / Ponds and Wet Areas	Seed
	TCSC-DM	Twin City Seed Company - Ditch Mix / Site Construction and Stabilization	Seed

LEGEND

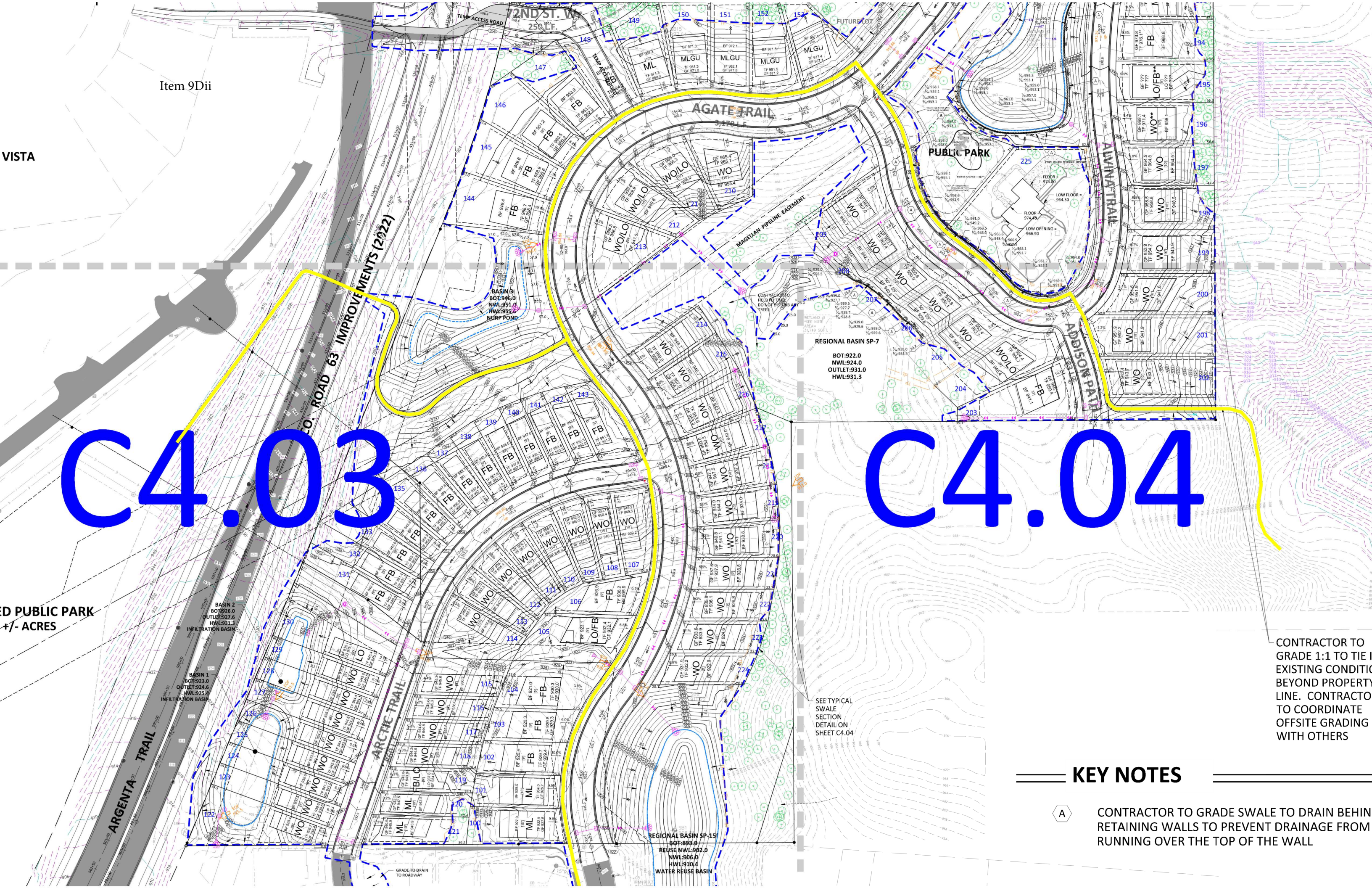
PROPOSED	EXISTING	
		PROPERTY LIMIT
		CURB & GUTTER
		EASEMENT
		BUILDING
		RETAINING WALL
		WETLAND LIMITS
		TREELINE
		LANDSCAPE EDGING
		STORM SEWER
		SANITARY SEWER
		FORCEMAIN (SAN.)
		WATERMAIN
		YARDDRAIN
		LIMITS OF DISTURBANCE
		TREE PROTECTION FENCE
		SIGN
		PIPE BOLLARD
		RIPRAP



Ite m 9Di'



No.	Date By	Submittal / Revision
02/16/21		CITY SUBMITTAL
03/02/21		PLANNING COMMENTS
04/30/21		PRELIMINARY BID PACKAGE
06/07/21		FINAL PLAT SUBMITTAL
06/28/21		GRADING PRECON
06/30/21		SAN./WATERMAIN PERMIT
07/23/21		GRADING PERMIT



Item 9Dii

VISTA

ED PUBLIC PARK
+/- ACRES

C4.03

C4.04

CONTRACTOR TO
GRADE 1:1 TO TIE I
EXISTING CONDITIO
BEYOND PROPERTY
LINE. CONTRACTOR
TO COORDINATE
OFFSITE GRADING
WITH OTHERS

KEY NOTES

A CONTRACTOR TO GRADE SWALE TO DRAIN BEHIND
RETAINING WALLS TO PREVENT DRAINAGE FROM
RUNNING OVER THE TOP OF THE WALL



July 19, 2021

Item 9Diii

The City of Inver Grove Heights
Attention: Allan Hunting - City Planner
8150 Barbara Avenue
Inver Grove Heights, MN 55077
ahunting@ighmn.gov

NARRATIVE: The Highlands at Settler's Ridge – Preliminary PUD Application

Dear Mr. Hunting,

U.S. Home Corp, dba Lennar, is pleased to submit this Preliminary PUD Application for The Highlands at Settler's Ridge, a proposed single-family community at the SWC of 72nd Circle West and Robert Trail South (Hwy 3).

Existing Conditions

(please see Development Capacity Plan exhibit)

The subject property is composed of four parcels generally located west of Robert Trail South (Hwy 3) and south of 72nd Circle West.

PID # 20-0070008012
PID # 20-6585001040
PID # 20-2709000010
PID # 20-0070008015

The site is 31.79 gross acres (approximately 24.52 net acres) in size and is located within the Northwest Area Overlay District and is currently zoned agricultural except for the northern most parcel which is zoned E-1 (Estate District). The site contains wooded areas and two separate ponding areas located along the southern portion of the site. The site has significant grade changes throughout, generally sloping from the northern boundary line down to the southern boundary line.

Development Overview

- **Infrastructure:** The neighborhood will be served by public street and utilities. An extension of Auburn Lane will tie in at the southern boundary line through the site and connect to 72nd Circle West to the north. As a product of the Auburn Lane extension, homesites along the northern boundary line will be at a grade significantly lower than the existing single-family homes to the north, thus requiring the installation of retaining walls.
- **Stream, Wetlands & Ponding:** The site has been designed to accommodate residential lots meeting current zoning codes while maintaining aspects of the natural resources on the site. A wetland delineation was completed on May 25, 2021.
- **Landscaping:** Reforestation will be implemented throughout the site where possible, in addition the landscape plan accounts for at least one (1) street tree per homesite. Lennar also proposes to plant wooded buffers along the backyards of most homesites.
- **Parking:** These homes will contain 3-car or 4-car garages which will be served by a minimum 25-foot long driveway. This means each lot could park at least five cars.
- **Developer/Builder:** Lennar will act as both developer of the property and builder of the homes.

Development Flexibility

Originally 75th Street had a planned connection in the NWC of the site in accordance with the Northwest Area Collector Street Plan dated October 2012. During plan review it was determined this future street connection was not practical and the street connection was abandoned in exchange for a cul-de-sac at the end of the street. As a result, the cul-de-sac is longer than current code allows for, therefore we are requesting development flexibility as it relates to the length of the cul-de-sac.

The existing conditions of the site include a number of trees located throughout, trees that are in direct conflict with homesite development and park/trail location(s). The Developer will replace trees in the boulevard, and front and backyards on each homesite, in addition included in the landscape design is a 10-15' tree buffer along the back yards of most homesites. It is logistically impossible and impractical to plant the amount of required replacement trees on the site; therefore, the Developer will incur a penalty payment as calculated by staff.

Proposed Homes and Architecture

(please see exterior renderings, photos, and floorplans)

The Landmark Series is a two-story single-family home with 3-car or 4-car garages (plus basement). These homes will be placed on lots generally ranging from 65-foot to 70-foot wide.

Landmark Series

<u>Units:</u>	50 lots
<u>Building Width:</u>	50 feet
<u>Bedrooms:</u>	4-5 bedrooms
<u>Bathrooms:</u>	3-5 bathrooms
<u>Garage:</u>	3-car or 4-car
<u>Square Footage:</u>	1,920 - 2,790
<u>Base Price Range:</u>	**\$470,000 - \$590,000
<u>Setbacks:</u>	Front – 25 feet Side – 7.5 feet Corner – 20 feet Rear – 35 feet

***Pricing is estimated and subject to change based on current market conditions at time of sales.*

Lennar homes include varying amounts of stone on front facades and siding materials consist of lap siding, shakes, or board and batten. Other architectural features available on selected facades include columns, gables, shutters, accentuated window trim and fascia, and decorative roof brackets and cornices. Architectural renderings are included with this submittal. Lennar's design team will carefully plan the color packages of each home to avoid monotony and to ensure a visually appealing streetscape. The proposed community will consist of 50 single family homes (approximately 2.04 units/acre) of home styles consistent with the existing Settler's Ridge community.

Public Park and Trails

Lennar is proposing to dedicate open space (approximately 4.2 acres) for public use. In addition to public sidewalks throughout the proposed community, Lennar is proposing multiple trail connections to a new park located in the SWC of the site. A trail extension from the existing Argenta Hills neighborhood will wind through the SW quadrant of the site and connect to the Peltier Reserve trail system on the western site boundary. A trail connection will also run along the southern site boundary connecting Auburn Lane to the new park. The regional trail extension and new park, in combination with the site's natural amenities will deliver a desirable and unique outdoor experience to the Northwest Area.

Schedule

Land development work (grading, utilities, and streets) is intended to begin as soon as all development permits are obtained with construction on model homes beginning fall 2021. Ideally, we would have a home ready for

the Spring 2022 Parade of Homes. The overall project will likely be developed in one phase. Lennar estimates full occupancy of the community will occur approximately 2 to 3 years from the date sales begin.

Lennar has a long-standing history of building successful communities throughout the Twin Cities, including similar communities under development at Enclave Settler's Ridge, (Inver Grove Heights), Blackstone Ridge, and Bella Vista (Rosemount). We invite you to visit any of these communities on our website at <https://www.lennar.com/new-homes/minnesota/minneapolis-st-paul>. We are looking forward to this opportunity to work with the City of Inver Grove Heights again and thank the City for its support.

Regards,

Melissa Duce
Land Entitlement Manager
Lennar Minnesota