



**Inver Grove Heights
Park and Recreation Advisory Commission
City Council Chambers
REGULAR MEETING AGENDA
Wednesday, March 9, 2022
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
5. Next Meeting: April 13, 2022 Regular Meeting 7:00 pm
6. 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 February 9, 2022
7. 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.
8. UNFINISHED BUSINESS - Items that are brought back to the Commission for action from a previous meeting.
9. REGULAR AGENDA - Items requiring action that are new to the Commission.
 - A. Review 2022 Work Plan
 - B. South Valley Park Renovation Update
 1. Sub Committee Report and Update
 2. Recommend Initial Preferred Design to City Council
 - C. Recommend Adoption of Donation and Memorial Policy
10. ADMINISTRATIVE PRESENTATIONS - Items that need to be discussed without any actions.

- A. Park Project Updates
 - 1. Heritage Village Park Phase IV Update
 - B. Vista Pines Update
 - 1. Change order
 - 2. Grand Opening/Ribbon Cutting Ceremony- August 23, 6:00-7:30 pm
 - C. Department Happenings
 - 1. Parks Update
 - 2. Recreation Superintendent Update
11. COMMISSION COMMENTS – A chance for Commissioners to ask questions or make comments.
- A. Commission Comments
 - B. Input from Commissioners on the Next Agenda
12. 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 Adam Lares at 651-450-2587 or TDD/TTY 651-450-2501

THIS IS A PUBLIC MEETING

THIS MEETING IS TELEVIEWED ON TOWNSQUARE TELEVISION

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**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
City Council Chambers - 8150 Barbara Avenue
Wednesday, February 9, 2022: 7:00 p.m.**

Televised on Town Square Television

1. CALL TO ORDER:

Chair Steve Cook called the February 9, 2022 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: Curt Ellingboe, Willie Krech, Sandra Christensen, Derek Schwanz, and Kari Miller.
Parks and Recreation Director Adam Lares, Recreation Superintendent Julie Dorshak, Parks Superintendent Brian Swoboda.

Absent: Commissioner Elaine Prickel (excused).

3. PRESENTATIONS:

There were no presentations.

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

5. Next Meeting: Wednesday, March 9, 2022. Regular Meeting 7:00 p.m.

6. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of Regular Meeting Minutes of January 12, 2022

Motion by Commissioner Christensen, second by Vice Chair Barker, to approve the Regular Meeting Minutes of January 12, 2022.

Ayes: 7

Nays: 0 Motion carried.

7. PUBLIC COMMENT:

There were no public comments.

Chair Cook invited those watching from home to feel free to join any of the meetings, either observing or bringing forward issues or comments for the Commission.

8. UNFINISHED BUSINESS:

9. REGULAR AGENDA:

A. Commission Sub-Committee Discussion

Chair Cook stated this item is to fill Committee positions recently vacated. Those committees are:
South Valley Park Sub-Committee
Comprehensive Park Plan Sub-Committee

At this time there were no Commissioner's able to be on those committees due to involvement on other Committee's. Chair Cook mentioned there was currently a pretty good contingent for those two Committees. If any Commissioners change their minds, please contact Chair Cook.

B. Recommend Approval of Revised Park Dedication Policy

Parks and Recreation Director Adam Lares mentioned in September 2021, Park Dedication Fees were in front of this Commission for recommendations to go to the City Council for an increase of roughly \$1,000 for residential zoned areas within the city. Per State Statute, an average fair market value of unplotted property was supposed to be done but was not completed at that time. Since that September meeting the Study has been done. Staff requests the Commission move forward with an increase of \$1,000 for Residential Park Dedication going from \$2,850 to \$3,850

Chair Cook asked if they were looking at other categories, R-1 and R-2, and if those were also raised. Director Lares responded all residential subdivisions fall under this increase. Those include: E-1, A, E-2, R-1, and R-2.

Chair Cook asked if the other numbers would stay the same. Director Lares responded yes.

Chair Cook questioned if this was brought about by the assessment process. Director Lares responded the last time this was put in front of this Commission, the analysis was not done at the time per State Statute. In order to move forward they need to align with State Statute. Through the assessment it is able to move forward.

Commissioner Schwanz asked what the assessment entailed. Director Lares responded it is the average fair market value of unplotted property. They would assess unplotted properties within Inver Grove Heights and see what the fair market value is. This allows the analysis to move forward. It's an appraisal/evaluation.

Motion by Commissioner Schwanz, second by Commission Ellingboe, to approve the Revised Park Dedication Policy and recommend to the City Council that it be accepted. The increase would go from \$2,850 to \$3,850.

Ayes: 7

Nays: 0 Motion carried.

C. 2022 Work Plan Coordination: Add 6:00 p.m. Work Session to March 9, 2022 PRAC Meeting.

Recreation Superintendent Julie Dorshak stated every year the Parks and Recreation Advisory Commission is required to put together a Work Plan indicating what the Commission's work would be. That information would be shared with the City Council for understanding of what the Commission is working on together. In the past something was put together by Staff and brought before the Commission for feedback. Staff decided to take a step back and have a conversation along with the Commission. A meeting would be set up for either 45 minutes or an hour to have discussion about the different projects coming up and to see if there were any other items they

would like to include. A plan could be made extending out further than just this year. Staff thought it would be best to set up a separate time to have that conversation.

Chair Cook stated all Commissioners are encouraged to come to the meeting taking place at 6:00 p.m. on March 9, 2022. This meeting precedes the next regular Advisory Commission meeting that starts at 7:00 p.m. The 6:00 meeting would take place in the Mayor's Conference Room.

Superintendent Dorshak said Staff would put together information and send it to the Commission prior to the meeting.

Vice Chair Barker mentioned it seemed like more than an hour may be needed. Superintendent Dorshak was hopeful they would have a good plan of what they were going to do in 2022. She said that evening the proposed new work plan for 2022 would be on the Agenda. She said she was sensing the Commission wanted to have more time.

Parks Superintendent Brian Swoboda suggested sending the Draft out earlier. Superintendent Dorshak agreed. Director Lares said it was mentioned that Superintendent Dorshak would be sending out preliminary information earlier so the Commission could come prepared. He said he did not know what was done in 2021 but was hopeful they could build off of that. If there wasn't anything for 2021, they can build off of what was done in 2020. Staff would make it manageable so the Commission can evaluate the things they want to focus on and how they could work with Staff to attain those goals.

Superintendent Dorshak said this would help set projections for 2023 and 2024.

Vice Chair Barker mentioned that receiving things ahead of time should help with time. Chair Cook said they can always do a subsequent meeting. Vice Chair Barker said she was open, but would hate to run out of time.

Recreation Superintendent Dorshak and Chair Cook asked if 5:30 would work. Staff agreed it would. The time was changed to meet at 5:30 instead of 6:00 p.m.

10. ADMINISTRATIVE PRESENTATIONS:

A. Park Project Updates: Parks and Recreation Director Lares.

1. Heritage Village Park Phase IV Update

a. Share February 14 Council Presentation

b. Discuss Next Steps

Director Lares discussed the following presentation he presented to the City Council along with some information from City Administrator Wilson regarding Heritage Village Park Phases 4 and 5. At the time there wasn't time to bring it before the Parks and Recreation Advisory Commission (PRAC) prior because direction was needed on how to move forward with Heritage Village Park. He gave the following edited version of what he presented to the City Council on February 14th.

Heritage Village Park is a 65-acre city owned park property located in the northeast area of the city:

- East of Concord Boulevard
- West of Doffing Avenue
- North of 65th Street
- West of Mississippi River and the Rock Island Swing Bridge Park

Park Development:

- Been in the development stages for the past 15 years
- To date, the first 3 phases are complete
- Former contaminated railroad site
 - Has met the satisfaction of the Minnesota Pollution Control Agency (MPCA) for remediation/capping of environmental contaminants
- Dog Park was opened to residents in 2019

Funding for Phase 1, 2, and 3:

- Dakota County: \$1,792,000
- MN DNR Grant: \$201,852
- MN DEED Grants: \$831,250
- State Bonding: \$2,500,000
- Community Development Block Grant: \$69,381
- Park Acquisition & Development Fund: \$284,749
- Total: \$5,679,232

Park Master Plan: A slide was shown of what the park could possibly look like beyond Phases 4 & 5. The focus of the presentation was on Phases 4 & 5:

Phase 4:

- Roundhouse Shelter: Large "C" shape in the center.
- Bench Covering: Sits north of the Roundhouse Shelter.
- Restroom Building: Sits to the left/west of the Roundhouse Shelter.
- Drinking Fountain: Included with the Restroom Building, outside.
- Concrete Pavement: Roundhouse Shelter sits on.
- Railroad Walkways: Going north, east, and west of the Roundhouse Shelter.
- Landscaping
- To note: Curbing for each play area was installed as a part of Phase 3.

Within Phase 4:

- These are the primary park buildings that will provide the necessary infrastructure to support existing improvements and prepare for future phases.
- Roundhouse Shelter is designed to recall the railroad that once existed on site.
 - Accommodates roughly 9 picnic tables beneath the shelter and 4 additional picnic tables on the concrete pad.
- Plans and specifications are 99% complete.

Phase 4 - Estimated Cost:

- In 2019 there was an estimated cost of \$1,340,625
- Proposed Revenue:
 - DNR Grant was applied for and granted to the city: \$250,000
 - City allocations: \$1,090,625

DNR Grant - Phase 4 Timeline:

- City Council approved applying for the Grant on March 8, 2021.
- DNR awarded the Grant to the city on June 30, 2021.
- Waivers have been given to start the project without an Agreement.
 - Construction can start now.
 - There is some backlog with the Federal Government and processing funding to award the DNR the funding.
 - Can start work on Phase 4 if still choosing to.
- Grant has not been accepted by the City Council.
- Grant funds expire at the end of 2023.

DNR Grant Notables:

- Phase 4 was the scope of the project described in the Grant Application.
- Scope of the project needs to remain consistent with the Grant Application.
- Total Phase 4 Estimated Cost: \$1,340,625
 - Grant Request: \$250,000
 - Match Amount: \$1,090,625

Phase 5:

- Inclusive Playground: 2 play areas
- Inclusive Splash Pad
- Extend Parking Lot

Inclusive Playground:

- Design incorporates themes such as the historic railroad, lift bridge, and village
- Accessible for all ages and ability levels
- Two separate play areas:
 - Ages: 2-5 year
 - Ages: 5-12 year

To note: Curbing has already been installed for the play areas

Inclusive Splash Pad:

- Safe for all ages (no risk of drowning)
- Accessible for all ages and ability levels
 - No depth
 - Zero entry
- Uses a "Recycling System" to clean and reuse the water throughout the day
 - Operates on a timer (set by city Staff)
 - Play features activated by user. Once activated they would be on timers. (Will not see water continuously circulating)

Phase 5 - Estimated Cost:

- Total Cost: \$2,646,800
- Proposed Revenue:
 - MN Bonding = \$2,000,000
 - City = \$646,800

An image was shown of what the project/area would look like with Phases 4 & 5 complete. To note: The Splash Pad that sits south of the Roundhouse Shelter was not depicted in this image. This was the concept/design.

Park Allocated Dollars: Park Acquisition & Development Fund. (Where Park Dedication fees are deposited).

- Balance as of December 31, 2021: \$3,517,370
- January 24th City Council Meeting, approval of a Transfer In: \$1,231,814
- Remaining Expenses, Vista Pines Park: -\$90,191
- NWA - Peltier Pocket Park (estimated): -\$500,000
- NWA - Highlands Pocket Park (estimated): -\$500,000
- NWA - At Home Apartments Park (estimated): -\$1,000,000
- Subtotal after all the NWA Parks/Vista Pines are concluded: \$2,839,374
- Phase IV Heritage Village Park (after DNR Grant): -\$1,090,625
- Remaining Balance: \$1,748,749

Staff Recommendation:

- Proceed with steps necessary to accept the DNR Grant for Phase 4 and to prepare plans, specs, and bid documents for Phase 4.

- The City support Legislation providing \$2 million dollars in State Bonding for Phase 5, with an exemption from the standard match requirement as our second priority for bonding funds.
- Staff's recommendation is based on the substantial public investment made to get the park to this point.
- Phases 4 and 5 are needed to fully realize the benefits of the park investment for residents.
- The Park compliments and supports economic redevelopment of the Concord Boulevard area.
- Provides a large community gathering space and new recreational amenities for residents.

Chair Cook asked if he was correct in understanding if going to Phase 4, Phase 5 is outstanding regarding where the city contribution and other monies would come from. Phase 4 would require a little over \$1 million dollars from the city. Director Lares replied it would come out of the Park Acquisition and Land Development Fund.

Chair Cook asked if it all works out in terms of numbers and is already in place. Director Lares responded that was correct. The current balance of the fund is \$3.5 million dollars, not including the Transfer In. If subtracting the remaining balance of Vista Pines and adding the remaining 3 parks in the northwest area, there would still be a balance of \$2.8 million dollars before starting Phase 4. If going through with Phase 4, there would be a balance in that account for \$1.7 million dollars.

Chair Cook asked if there was a reason why they wouldn't go ahead with Phase 4. Director Lares responded one of the reasons this was presented to the Council on January 24th was to get a general direction on how the Council would like to proceed. Accepting the DNR Grant is the next step along with getting the plans and specifications to 100% to get a true cost estimate of what it would be for Phase 4 completion. This gets the authorization to move forward with construction. Once receiving plans and specs it would come before this Commission for further recommendation.

Commissioner Krech asked about the Minnesota Bonding for \$2 million dollars. Director Lares responded as a part of the January 24th City Council Meeting; the City Administrator went through the Bonding Requests. The Council agreed to put it on as a Bonding Request to move forward, but not a Priority #2. It is still a request.

Commissioner Ellingboe asked if it was legal to use the Park Acquisition and Development Fund for this work. He said they saw language last summer that the Supreme Court had given guidance on how this type of Fund is used for developing parks. He said the areas neighborhood homes and developments long precede the creation of the Fund and would compete using those dollars that the northwest neighborhood developments and other developments have been contributing to for the past couple of decades waiting for parks. He asked if it was legal for the city to draw money from the development fund that was contributed to by developments when this request is for the old Inver Grove Village area with homes in the area that are over 100 years old. He commented that those homes did not contribute to this fund. He said there shouldn't be an expectation to develop a park from that fund because it long predated the purpose. Director Lares replied his

understanding was that it is legal. He said he would like to get confirmation from the Legal Department/Team to make sure, and to be able to provide an explanation.

Commissioner Ellingboe said if legal to do, if it could be justified to city residents and tax payers that they bought their new homes that were developed and paid these fees which were just raised tonight. He said the development of parks is now competing for money in the coming years. He asked if it would go to Heritage Park instead of to their neighborhoods. Director Lares responded Park Acquisition and Development Funds are not designated for a particular area within the city, they are used for the city as a whole.

Director Lares asked if Commissioner Ellingboe was referencing the northwest area. Commissioner Ellingboe responded the northwest area and other developments that have occurred in the past 15 years. He said he was sure those residents would feel as there is an expectation that those dollars are going to be somewhat attached to their neighborhood as opposed to the opposite corner that has very few residents. He said there were only a few dozen homes down there, there used to be more but were condemned and torn down to make way for the park. Director Lares replied that he would get an answer for Commissioner Ellingboe in terms of the legality.

Director Lares stated Heritage Village Park is considered in the Comprehensive Plan as a Community Park. It is not categorized as a neighborhood park. It is a city-wide community park.

Commissioner Ellingboe said part of it was tied into some future development nearby Heritage Park. He said it strikes him as the opposite direction to go. He mentioned there were neighborhoods that were waiting for parks they have paid for, but the city is looking to spend a lot to expand a park for future residents that do not live in Inver Grove Heights.

Chair Cook referenced that Director Lares mentioned there were adequate funds to do both, develop parks that are remaining/contemplated for the northwest area as well doing additional phases for Heritage Village.

Director Lares said based on estimates, if doing the three northwest area parks and Phase 4, there is a balance of \$1.7 million dollars. Currently the fund is where it sat at the end of 2021. That doesn't include projections or additional increases in 2022, 2023 and beyond.

Commissioner Krech said they wouldn't have anything if they didn't have a Park Fund to operate out of. It is a big community park, there are other smaller parks they need to get done and they are working on them. He said with regards to the northwest quadrant that nothing could be done until the streets were laid out and houses were in, now they have started putting the parks in. He said it wasn't a deal where one takes what he has received and doesn't give to anybody else, it wouldn't work that way. There isn't enough money for the people that are building in the northwest quadrant to cover the cost of their land and the parks they get there. Those would still share out of this standard fund. He said if they had not received Government Funding, they would not be doing half of these parks.

Commissioner Ellingboe referenced the timing of Phase 4 and mentioned that during the Council Meeting Councilmember Piekarski Krech gave background indicating that 10-15 years ago the thought of the Council was that this would be a slowly developed plan over

quite a few years. He said she was stunned about how the first three phases happened. He said now they are moving to Phase 4. Items in Phase 4 include a drinking fountain, shelters, and benches. Near the south corner of this park is Swing Bridge Park which has a big shelter, benches, bathroom facilities, and water fountains. He did not feel there was any urgency to proceed in this neighborhood to provide those facilities except the fact that there is DNR funding. He said it looked like they were solely proceeding just because they would spend \$1 million dollars of city funds because there is \$250,000 out there waiting to be spent. He asked if there was a good purpose to the city for proceeding with the timing of Phase 4 when years ago it was to be a slowly growing park instead of rushing into it.

Vice Chair Barker commented that it has moved fairly slowly.

Commissioner Krech said he has been on this Commission for 30 years; they started this discussion 25 years ago. They didn't have to pay anything for the property, it needed cleaning up. Some of the properties were bought to get the area cleaned out. The plan was to put a bandshell in there. He said these things were looked into 20 years ago, it wasn't like it just happened. He asked Director Lares if they were getting the \$2 million dollars from the State. Director Lares replied it is a request for \$2 million dollars in Bonding.

Commissioner Krech believed some of it was money matching. Some of the items put in the park were matched dollar for dollar. He agreed parks were needed in the northwest quadrant. He mentioned that several years ago it was allowed to put an underpass from the Target side to get to the park on the other side so kids didn't have to cross the road. After speaking with the County, there was no money, the road finally went in, and the underpass was never done. He said culverts like the one at South Valley would have been nice there. He commented that the street would get busier someday as it goes out to the highway. He said they can only go so far with some things; they have to get the Council to like the ideas.

Vice Chair Barker said they were talking about very specific area pocket parks versus a community park that is a draw. People would come from all over to go to a park like that. It was two different things to her.

Director Lares offered the following figures to help and said they were also sent to the Council:

- The scope of work in Phase 1 was land acquisition and the Dog Park.
 - Land acquisition alone was \$1.2 million dollars.
 - The Dog Park was roughly \$2.5 million dollars.
- The scope of work in Phase 2 was land acquisition, demo, excavation, parking lot, and WIFI.
 - Roughly \$1.6 million dollars.
- The scope of Phase 3 was a retaining wall, concrete work, playground container, curbing, and some fencing.
 - Roughly \$316,000.
- In total: \$5.8 million dollars.
 - Revenue brought in for that was \$5.4 million dollars.
 - The city's allocated investment through the Park Acquisition and Development Fund for all three phases was \$378,000.

Chair Cook said part of what has been unusual about Heritage Village Park is that they have been able to reach out and incorporate other funding.

Commissioner Krech added because it is a community park.

Chair Cook mentioned Dakota County has participated with the trail through the area, it's more than just Inver Grove Heights.

Commissioner Krech mentioned Swing Bridge Park was both State and County.

Director Lares addressed Commissioner Ellingboe's question regarding the location of the Rock Island Swing Bridge Park. That park is a little offset and adjacent to where this location is. Parking there doesn't exist for a community sized park and the Pavilion is set back a way. The Trailhead with the bathrooms is owned by Dakota County.

Commissioner Schwanz asked what the limitations were on the funds. He asked if it could be used for park renovation or if it was strictly for building new parks. Director Lares responded the Park Acquisition and Development Fund is for new parks.

Commissioner Schwanz referenced a slide in the presentation that listed \$1.7 million dollars and said if they don't spend it on Phase 4, they would have \$2.7 million dollars. He asked if there were plans for \$2.7 million dollars in parks. Director Lares replied there is always room for building out new parks, there are also additional needs in the northwest area. The parks listed were current ones, there are additional park properties they are seeking out in the northwest area to accommodate more active play.

Commissioner Schwanz mentioned that was in theory what the remaining \$1.7 million dollars could be used for. Director Lares responded that was correct. He added that the Park Dedication Fees they would be sending to the City Council for approval, they don't know what they would be projected in 2022 and 2023 with all of the development that will continue to happen and fill the fund.

Commissioner Schwanz commented that it makes sense to him. He said the At Home Park was new to him. Director Lares stated the figures were rough estimations based on the acreage/size allotted in the developments.

Commissioner Krech mentioned they had looked at the northwest area for 10 to 15 years. They looked at lineal parks and the ponds to the north and how to put something around them. At that time, the development had not yet come. Now developments have come, they have to get some parks in. He said they were a bit slow in getting the area off of Highway 55 and Argenta with Vista Pines Park. That probably should have begun three years before it did. He said the city isn't in a position where they would condemn land. They would try to have the Developer buy it and get it from the Developer. He said a part of it is letting the Developer get ahead so its known what they are going to be doing, then land can be set aside for parks. Without a development guarantee, it's hard to do.

Commissioner Krech referenced the pumphouse located near Target and said in 2008 the city couldn't pay the bills for the cost of the main sewer and had to pay interest until funds came in. There is a lot more to it than people can see. Target and the houses going in the

area helped to get things going. He said he was on the Council about getting some parkland, they did not want to take it because someone wasn't willing to sell. The land and hills caused problems; level land makes it easier to lay out parks.

Chair Cook said it would be good if they could get in earlier on some of the development phase where they could have input on land that might be appropriate for parks. Now it seems like they are trying to take what's left and make something out of what is there.

Director Lares shared:

- If Phase 4 was completed the total city investment would be \$1.4 million dollars for Phases 1-4.
- If Phase 5 was completed and constructed the total investment for the city would be \$2.1 million dollars.
 - Overall project of \$9.8 million
 - Equates to 21% of the total park project cost

Commissioner Schwanz said a lot of that money came because it is a Community Park.

Chair Cook said it would be helpful to have clarification on the legal fees.

Commissioner Krech suggested taking the area, for example, that Vista Pines serves (the area within the circle) and take the amount of Park Dedication and show how that compares to the cost of land and development. The money does not go very far.

Director Lares said currently with Vista Pines, there was an estimated construction budget of close to \$800,000. One DEED Grant was received. Parks Superintendent Brian Swoboda stated the DEED Grant was in the amount of \$415,000.

Director Lares asked Superintendent Swoboda if he knew what the overall city contribution to Vista Pines Park was. Superintendent Swoboda believed it was around \$335,000 from Fund 402. Director Lares said it would be very similar to what was invested into Phases 1, 2, and 3 of Heritage Village Park.

Commissioner Schwanz asked if that included land acquisition. Director Lares replied it did not.

Commissioner Krech said smaller parks are used by different people, it's the same for Regional Parks. He said Washington and Hennepin County have them. Parks need to be provided in Dakota County so there are equal park systems to share with neighboring counties.

Director Lares added that Peltier's Pocket Park, Highlands Pocket Park, and At Home's Park, would be considered neighborhood parks.

Commissioner Krech shared those were not parks that would have ballfields. There is Rich Valley and other ballfields around. He commented that recreation is needed for kids, the Community Center is an example of that. It wasn't that different from the Dog Park. A lot of people wanted it and it took a lot of money.

Commissioner Schwanz requested information about how Bonding works. Director Lares responded a Representative would write the Bond request, it would go through Legislation, if it passes, the city is awarded the dollars. Historically, many times a Match is required. The way the Council moved forward with this proposal was with the caveat that the \$2 million dollar request came without a match from the city.

Chair Cook asked how likely that was to be granted. He asked if that was the way it was allocated sometimes or if the city wouldn't receive it because due to the unwillingness to match. Director Lares was unsure of the historical records of requests that way.

Commissioner Schwanz said it looked like the city received \$2.5 million dollars for one of the earlier phases, he wasn't sure it was matched, it did not seem like it was.

Commissioner Krech commented what makes the \$2 million available is because it is a handicapped park, the only one they would really have in the city. Director Lares replied he would not consider it a handicapped park, but an inclusive park.

Chair Cook asked if anything was needed by the Commission on this item. Director Lares replied this was just a presentation of what was presented to the City Council on January 24th. He felt it was appropriate to come before this Commission due to the timing. He wanted the Commission to be aware of the Presentation and what was put in front of the Council. There was no action requested from the Council at that time, it was to receive Council direction on how to move forward with Phase 4 and with the DNR Grant. Staff is working on accepting the Grant and putting it before the Council for acceptance.

Commissioner Krech asked how things were going with land acquisition in the northwest quadrant so they can get parks going. They have been five years behind. He said there is Vista Pines, but they should be getting started on the next park. Director Lares replied there are three additional Parks in the northwest area:

- Peltier Pocket Park

- Highlands Pocket Park

- At Homes Park (when that development comes through)

Commissioner Krech asked if those should be put on the meeting schedule so they can tell the Council they want to keep moving forward. Director Lares responded he is a month into his position, he hasn't had as much time to delve deep into land acquisition for additional parks. He said Parks Superintendent Swoboda, Recreation Superintendent Dorshak, and himself will be working on an assessment of the multiple projects that are happening simultaneously and making sure they are able to work through each development project as they move forward. The northwest area parks are definitely a high priority for Staff and the Parks and Recreation Department.

Chair Cook commented they may know more when the Commission has their next Work Session or at the next regular meeting. Director Lares agreed.

2. South Valley Park Renovation Update

a. Potential Project Revision Discussion

Director Lares gave an update on South Valley Park:

- There has been community outreach and engagement around the redevelopment.
- Currently, there are design concepts for the park itself.
- This is redevelopment, it does not come out of Park Development Land Acquisition, it comes from Capital Improvement dollars because it is an existing park that needs redevelopment.
- There is currently one concept.

He said when he came on board, he asked some questions of Staff and the Consulting Firm. He has requested looking at alternative options so multiple concepts can be presented to the Parks Commission and City Council. The current concept has implications as far as how to move forward with additional capital improvement park projects. Whether that be new playground sets, basketball courts, tennis courts, it could impact adversely. He wanted to be sure they have all of the information as they make a decision and recommendation to this Commission and City Council. He said Staff has asked the current Consultant to look into different options for a facility for this park. Currently there is a shelter and a warming room at South Valley. The current specs and design call for a new design facility of which have capital improvement implications. This would be further discussed at the March 2nd subcommittee meeting. He was hopeful by that time there would be design concepts and renderings of the options.

b. Sub-Committee Meeting March 2

Chair Cook stated there would be a meeting with subcommittee members of South Valley Park on March 2nd. He was unsure there was a time. Recreation Superintendent Dorshak replied a time has not been established yet. She listed subcommittee members: Commissioners Ellingboe, Christensen, and Miller. Chair Cook requested to be added, taking Commissioner Stone's spot. Superintendent Dorshak suggested a 5:30 p.m. meeting time at the Community Center.

Chair Cook mentioned there seemed to be hesitancy about the projects starting and wanting to look at options for the building. He asked if there were other parts of the plan being reevaluated in terms of what is going to be done. Director Lares replied the focus point is the facility. He said Staff isn't requesting a full redesign, just facility revisions. He was hopeful there would be plenty of options to present. Those would be presented along with whatever potential capital impacts it may have for future park redevelopment or capital improvement projects within the parks system. He said it was important that all information is in front of the Commission so they can make an informed decision based on Staff recommendation. The focus shouldn't be on one park, but on all existing parks when it comes to capital improvement, it's important to take all into consideration.

B. Department Happenings

1. Parks Superintendent Update

Parks Superintendent Brian Swoboda gave the following update related to Park Maintenance:

- Starting to think spring.
- Outdoor rinks will be coming to an end the middle of February. Typically, around President's Day (February 21st).
 - Close the warming houses.

- Up until then, still cleaning and flooding daily if it is below 32 degrees.
- Meeting with Vendors.
 - The price of fertilizer and seed have gone up tremendously.
 - Has been getting a lot of different quotes for a lot of different products.
 - Also includes chalk and paint for soccer fields.
- The city has a storage yard that logs and brush are taken to from the Emerald Ash Borer (EAB) Removal Program that is done in the fall. That yard fills up. Staff used to have a deal where someone would come in with a grinder and grind it up for free. They will no longer grind it for free or haul it away.
 - There is storm material there from this past summer and the EAB removals.
 - There is approximately over 2,000 yards of stuff that needs to be ground.
 - Have been meeting with different people who have tub grinders to get the pile removed.
- Dakota County reached out to Staff today. They would be holding a Veteran's Memorial Greenway Open House on Wednesday, February 23rd from 4:30 to 6:30 in Meeting Room #1 at the VMCC.
 - Postcards will be sent out to all residents.
- The Crew has been busy:
 - Trimming trees
 - Plowing streets when it snows
 - Cleaning shelters
 - Getting picnic tables repaired
 - Painting
 - Equipment maintenance

Commissioner Krech asked if the ash wood could be used for chips to put around trees, if so if it needed to be treated with anything. Superintendent Swoboda responded they are able to use them. It does not need to be treated. The DNR recommends it be chipped to less than 5/8 of an inch. He said they use it around trees, on trails, and at the Disc Golf Course. They can go through 2,000 yards easily in one year.

2. Recreation Superintendent Update

Recreation Superintendent Julie Dorshak updated the Commission on Recreation:

- Special Events and Programs:
 - Super Hero Skating Party was held on January 29th.
 - Over 130 people
 - Partnered with the Police and Fire Departments
 - Free event for anyone in Inver Grove Heights to come and skate
 - Free skate rentals
 - Princess Dance was held last Saturday.
 - Over 150 participants
 - A number of local Queens came and represented their city. One of the Coordinators has a great connection with Miss. Minnesota and Pageants. There were 4 or 5 at the event. This was very popular.
 - Snowshoeing Events
 - Dogsledding Event
 - The Craft Fair Event is being held next weekend.
 - Over 36 Vendors will be participating.
- Starting to plan Spring Egg Hunts and other spring activities.

- Preparing for Summer, working on the summer brochure.
 - Will be mailed to all residents Mid-March.
- Working on field scheduling and planning.
 - Discovering, as Staff has been speaking with the Associations, that Inver Grove Heights is growing, there are more teams.
 - Staff will need to determine where the soccer, baseball, and softball teams are going to go this summer.

Community Center:

- Very busy right now.
 - Appear to be returning to pre-COVID numbers.
 - Fitness Classes are filling up.
- Membership numbers:
 - December was at 89% of 2019.
 - January numbers have not been received yet.
 - Still learning how to run the new software to be able to run the numbers and look at the information correctly.
 - Check-ins are at 73% of 2019.
 - There were over 150 Open Swim Participants last Saturday.
 - In 2019 roughly 300 people were common.
- Ice season is starting to wrap up.
 - Hosting Sections meets next week.
 - Maintenance is working hard to keep the ice in great shape.
- Update on the Pool project:
 - For the pool filters they are in a Contract with USA Aquatics, the company they previously worked with in 2018/2019, to identify the plans and specs for the pool project back then.
 - USA Aquatics was hired to come back and update the plans and specs that they would have prepared at that point.
 - Currently working on this.
 - They were in the building today.

To note: Superintendent Dorshak mentioned she did not get the chance to speak with the Operations and Maintenance Manager to find out information. Staff was going to ask questions regarding the timing. Currently product is backlogged with different construction projects. Staff is concerned about the timing and doing the pool project this year. It has to be scheduled in a way that it doesn't impact the facility, the swim teams, and different events in the buildings. More information and details will be coming.

 - Plans and specifications should be received and before the Council on February 28th.
 - Once finalized, can advertise posting for bids.
 - Bids should be received in mid to late March.

Chair Cook said some of the classes have had the option to be remote. He asked if that would continue as an option. Superintendent Dorshak responded yes; it seems to be quite popular. She said she would try to collect that information for the Commission to find out how many virtual users they have. She believed it to be quite high. If people are unable to attend a class in person, they can sign in and participate from home.

Chair Cook referenced the Bright Sides room and asked if there were plans about developing it for something ongoing. Superintendent Dorshak replied Staff is moving towards putting together a plan. The Council agreed to set aside the funding for the 2022 Capital Improvement Budget. Staff needs to do due diligence around planning and talking to users. She mentioned there has been conversations with the Simley High School Booster Club to partner with, and have possible hockey netting for dryland training. Staff would need to do a really good job of estimating revenues, what specifically to place in there, and type of sport. Staff was fairly confident a sport court is what was needed. They would need to determine what type of basketball features they want, be it basic or more robust. More information will be coming forward.

Commissioner Ellingboe asked which space they were discussing. Chair Cook responded it was the former space leased by a Gymnastics company. The space is currently back with the Community Center.

Superintendent Dorshak mentioned it's primarily used for a fitness space. There are cycles in the room, boot camps are held in there, Karate, the Ninja Warrior program, Amazing Athletes, and some preschool programs. Staff tries to put as many programs in there as they can. Some programs can't be put in the room due to the type of flooring.

11. COMMISSION COMMENTS:

A. Commission Comments

Vice Chair Barker had no comment.

Commissioner Ellingboe had no comment.

Commissioner Miller had no comment.

Commissioner Krech said he felt it was important to spend time working on the northwest quadrant; find land and start getting prices for the next park so they are not five years behind. He asked to do something timelier. He requested information be brought to the next Commission meeting including what they have committed for, what someone would sell land for, and if the Council is behind doing it.

Chair Cook had no comment.

Commissioner Christensen had no comment.

Commissioner Schwanz thanked Staff for all of their hard work.

B. Input from Commissioners on the Next Agenda

11. ADJOURN:

Motion by Vice Chair Barker, second by Miller, to adjourn the meeting at 8:14 p.m.

Ayes: 7

Nays: 0

Minutes prepared by Recording Secretary Sheri Yourczek



Request for Parks and Recreation Advisory Commission Action

South Valley concept design initial recommendation to City Council

		Fiscal/FTE Impact	Mark all that apply
Meeting Date:	March 9, 2022	None	
Item Type:	Regular Agenda	Amount included in current budget	
Contact:	Adam Lares, Parks and Recreation Director	Budget amendment requested	
Prepared by:	Adam Lares, Parks and Recreation Director	FTE included in current complement	
Reviewed by:	Adam Lares, Parks and Recreation Director	New FTE requested - N/A	
		Other	X

PURPOSE/ACTION REQUESTED

The Park and Recreation Commission is being asked to recommend their initial preferred South Valley design concept to the City Council.

SUMMARY

South Valley Park warming house, picnic shelter and parking lot were built in 1980 and the playground was last replaced in 1999. These amenities have been maintained regularly, have served their purposes and are near the end of their useful life. The City updated and adopted the Master Plan for North and South Valley Parks in 2018. In 2019, the first phase of the master plan was completed by constructing the pickleball courts in North Valley Park.

In June 2019, the City hired HKGI to create a schematic design for South Valley Park. A subcommittee of the Park Commission was created, and they were involved in the development of the plans. Additionally, a public meeting was held in January 2020 to gather public feedback.

In January 2021, the City Council approved an agreement with HKGI to development of Plans and Specifications for South Valley. This included professional design services toward the renovation of the approved South Valley Park master plan. Renovations in general included demolition of the existing building, shelter, and playground, construction of new picnic shelter with restrooms and kitchen, natured themed playground, a multi-use performance space, additional parking, compliant ADA trail system, landscaping, grading and park amenities.

As a result of the design development and community engagement, staff are ready to present an update on the South Valley Park project at 90% plans and specification. Through this work, two shelter options have been produced for your review.

STAFF RECOMMENDATION

Staff recommends the Parks and Recreation Commission recommend to the City Council to move forward with final design of Option B.

City of Inver Grove Heights **Park Donation and Memorial Policy**

The City welcomes donations that enhance public spaces, facilities and parks. There are also several options for individuals, businesses, civic groups, and others wishing to memorialize or pay tribute to an individual in a manner that supports the City. All donations are subject to final approval by the City Council, and the Council reserves the right to refuse any donations.

A. Donation Options

1. Memorial Trees

Individuals may pay for the cost of a tree to be planted in a City park as a living tribute that benefits present and future generations of park users. Trees will be planted and maintained by City staff. Donors may select from a list of trees approved by the City's Parks Superintendent, who will work with the donor to select appropriate placement within a City Park. Placement in a particular park will be subject to availability and is at the sole discretion of the City's Parks Superintendent. The cost of a memorial tree varies based on the species and size. Memorial plaques or markers are not permitted for tree donations. All donated trees are the property and responsibility of the City.

2. Memorial Benches

Individuals may pay for the cost of a memorial bench for placement within a City park. Donors may select from a list of approved benches provided by the Parks Superintendent. The cost of each bench varies depending on size and style selected. Donors will work with the City's Parks Superintendent to select appropriate park placement. Placement in a particular park will be subject to availability and is at the sole discretion of the City's Parks Superintendent. Benches may be engraved or come with a memorial plaque. The plaque location, size, materials, text and graphics shall be approved by the City's Parks Superintendent. All donated benches are the property and responsibility of the City.

3. Donation of Equipment or Park Amenities

Donations of equipment or other park amenities provide an opportunity for businesses, civic organizations, and individuals to support the City's parks by adding significant amenities to existing parks and enhancing the recreational opportunities for all. Individuals or groups interested in donating equipment or other park amenities, such as playground elements and park shelters should contact the City's Parks

Superintendent to discuss options for such donations. All donated equipment and amenities are the property and responsibility of the City.

4. Donation of Permanent Monuments

Permanent monuments may be accepted for placement in City parks when recommended by the Parks and Recreation Advisory Commission and approved by the City Council. Donors should contact the Parks and Recreation Director to discuss the suitability of a proposed monument in advance. Permanent monuments shall only be accepted and placed in parks as a form of government speech; City parks are not open to the public as a forum for private speech in the form of permanent monument placement. The City Council has the sole authority to select the location where a donated monument will be installed. Accepted monuments will be installed by the City. All donated monuments are the property and responsibility of the City.

5. Financial Contributions

Individuals seeking to support the City's parks with a financial contribution may make a monetary donation directly to the City via the Parks and Recreation Director for such use. Funds may be designated for approved park projects or capital improvements, or may be given as unrestricted funds for use as determined by the City Council.

B. Donation Review and Approval Process

Park staff will work with potential contributors regarding the donation process. Memorial trees and benches may be administratively accepted by the Parks Superintendent, subject to final approval by the City Council. All tree and bench donations shall be submitted to the City Council biannually for final acceptance by the City.

Proposed donations of permanent monuments, playground equipment, other park amenities, or permanent memorials (other than trees and benches) will be referred to the Parks and Recreation Advisory Commission (PRAC) for review for consistency with the City's Park Plans and any master plan for the individual park where the proposed equipment or other amenity will be located. The PRAC shall make a recommendation regarding acceptance of the proposed donation to the City Council. All donations are subject to formal acceptance by the City Council, and the Council reserves the right to refuse any donation. The City will not take possession of any permanent monument, playground equipment, or other park amenity prior formal Council acceptance.