



Inver Grove Heights City Council Work Session
Monday, May 2, 2022 at 6:00 PM
8150 Barbara Avenue, Inver Grove Heights, MN 55077

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Discussion Item**
 - A. South Valley Park Concept and Redevelopment Project Update**
 - B. Use of Firearms and Bows & Arrows - Possible Ordinance Updates**
 - C. Preparations for Advisory Commission Appointments**
- 4. Adjourn**

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Request for Council Action

SUBJECT: **South Valley Park Concept and Redevelopment Project Update**

MEETING DATE: May 2, 2022

ITEM TYPE: Discussion Item

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

This is an informational update. No formal action is being requested at this time.

BACKGROUND

This item is intended to provide a comprehensive update regarding the South Valley Park improvement project, which has been the subject of planning and design work for the past several years. With Council's support, staff will bring forward an agenda item at a future regular meeting of the Council to seek formal authorization to finalize plans and specifications and prepare bid documents.

South Valley Park is a 93-acre Community Park that is centrally located within the City and provides both active and passive recreational opportunities for residents and visitors. The park features an open-air picnic shelter, playground, ball field, pleasure skating rink, sledding hill, and nearly 7,000 ft of trails. The warming house, picnic shelter and parking lot were built in 1980 and the playground was last replaced in 1999. These amenities have served their purpose and are now approaching the end of their useful lives.

In 2017, with support from the Statewide Health Improvement Partnership (SHIP), the Minnesota Department of Health, and Dakota County Health Department, City staff worked with the Park and Recreation Advisory Commission (PRAC), HKGI (design consultant), and residents to develop an Active Living Master Plan for North and South Valley Parks. This work resulted in the City adopting a North/South Valley Park Master Plan and identifying the South Valley Park renovation as a priority project.

In 2019, the City contracted with HKGI to develop concept designs based on the approved master plan for South Valley Park. This work was completed in collaboration with staff, residents and a PRAC subcommittee specifically focused on South Valley Park improvements. Community engagement opportunities were provided through a series of public meetings held in parks.

As a result, the concept design was developed around four primary goals:

- Increase accessibility for people of all ages and abilities
- Enhance placemaking and design to create a natural-themed, signature park
- Expand areas for larger gatherings and events
- Open circulation and sightlines, allowing a variety of activities to occur simultaneously

Following the collaborative design work, in March of 2020 the City Council approved an updated South Valley Master Plan that included improvements to or creation of the following:

- Picnic shelter/restrooms/utilities
- Playground
- Parking lot resurfacing/add parking stalls
- Park furnishings/amenities/signage

- Natural trail loops/boardwalk
- Relocating disc golf holes
- Archery Range
- Pedestrian park access
- Community Garden
- Connecting trails
- Performance area
- Lookout tower

The PRAC grouped these improvements into the following phases:

Phase 1: Activity Area (2021/2022)

- Playground
- Picnic Shelter
- Performance Area
- Parking Lot extension
- All associated trail connections and amenities associated with the new Activity Area

Phase 2: Archery and Trail Loop (TBD)

- Natural surface trail loop
- Boardwalk connections
- Retaining wall
- Interpretive signage
- Archery range

Phase 3: Western Bluff Area (TBD)

- Community Garden
- Lookout Tower
- Trail Link

Additionally, in March of 2020, the City Council approved submittal of a Minnesota DNR Grant to provide funding for a portion of the construction costs for Phase I improvements. The grant request was successful, and the City was awarded \$250,000 towards the construction of Phase 1. The grant requires a 1:1 non-state match and expires in December of 2023.

At the January 11, 2021, City Council meeting, staff provided an update and review of the South Valley Master Plan. Staff presented a Phase I estimated project cost of \$2.3 million which was to be funded from the MN DNR Grant, Park Capital Replacement Fund (Fund 444), Pavement Management Fund (440), Park Acquisition and Development Fund (Fund 402) and water and sewer funds.

At the same meeting, the Council approved a contract with HKGI to develop plans and specifications and provide construction administration for South Valley Phase I. The contract included professional design services towards the renovation of the approved South Valley Park Master Plan. This includes demolition of the existing building, shelter, and playground, construction of a new picnic shelter with restrooms and kitchen, a nature-themed playground, a multi-use performance space, additional parking, compliant ADA trail system, landscaping, grading, and park amenities. This planning design work kicked off in April of 2021.

Since the kick-off commenced, significant progress has been made after initial meetings with new staff where schematic designs were revised in May of 2021. Then from June – December 2021, design development and construction documents progressed the project to 90% design. In January of 2021, the schematic design was revised to explore multiple options for the design of the shelter building. This was in an effort to take into consideration operating and maintenance expenses and potential revenues for an open-air shelter compared to a fully enclosed shelter. At that time, the shelter design was only for a fully enclosed shelter. As a result, the consultant provided a second facility option for an open-air shelter.

After analyzing and comparing the two-shelter options, staff presented both options to the PRAC subcommittee, comparing their potential operating and maintenance expenses and potential revenues. At the full PRAC's March 2022 meeting, staff presented the two shelters options and provided a staff recommendation to move forward with the open-air shelter option. The PRAC agreed and unanimously voted to recommend to the City Council to move

forward with final design of the open-air shelter option.

Staff is now prepared to present an update on the South Valley Park improvement project at 90% plans and specification.

FISCAL IMPACT

When originally presented to the Council in January of 2021, this project had an estimated cost of \$2.3 million. Since that presentation, through the design development process and given construction inflation, the estimated construction cost has increased to \$2.5 million. Staff have taken steps to reduce the overall cost of construction by being prepared to order materials and equipment directly and will be completing some work in-house to save on contractor expenses.

There are several financial impacts that this project poses. The first being the differences in long-term operating and maintenance expenses between the open-air and fully enclosed shelter options. The second being the impact on the Park Capital Replacement Fund (444) which has been identified as the main source of revenue to fund the project. The third being the DNR grant which will expire by December 2023.

After analyzing potential operation and maintenance expenses between the open-air and fully enclosed shelter, it was determined that the open-air shelter would have a 42% increase in operation labor cost, which is the equivalent of \$40,508 in annual cost. The fully enclosed shelter would have a 122% increase in operating labor cost, which is the equivalent of \$117,260 in annual cost. Given this comparison, staff's recommendation to PRAC was to move forward with the open-air shelter option. The PRAC at its March 2022 meeting voted unanimously to recommend the City Council to move forward with the open-air option.

Currently, the 2022 Park Capital Replacement Fund (444) will have a balance of \$2.1 million by the end of the year. It is recommended that \$1.9 million of that balance be used to fund this project. Additional sources of funding include the \$250,000 DNR grant, \$250,000 from the Pavement Management Fund for the parking lot work, and \$75,000 from Sewer and Water Funds (see revenue chart below).

Park Funding Source	Amount
Park Capital Replacement Fund (444) as of Dec. 2022	\$1,925,000
DNR Grant	\$250,000
Pavement Management Fund	\$250,000
Water & Sewer Funding	\$75,000
Total	\$2,500,000

Back in January of 2021, staff had indicated to the City Council that the Park Acquisition and Development Fund (402) also be used to fund a portion of this project. However, at this time, that does not appear to be necessary. Additionally, there was a brief mention at the Council's February 2022 retreat of possibly using some of the City's American Rescue Plan Act (ARPA) funds toward this project. At this time, that also does not appear to be necessary. However, Council may consider utilizing either of these alternative funding sources if needed, based on whether bids exceed the \$2.5 million cost estimate.

Finally, the DNR grant that Council accepted in March of 2020 requires that the project be completed by December 2023 in order for the City to be reimbursed. In addition, the improvement project must stay in line with the project scope that the City identified within the application, which includes all improvements listed in Phase I.

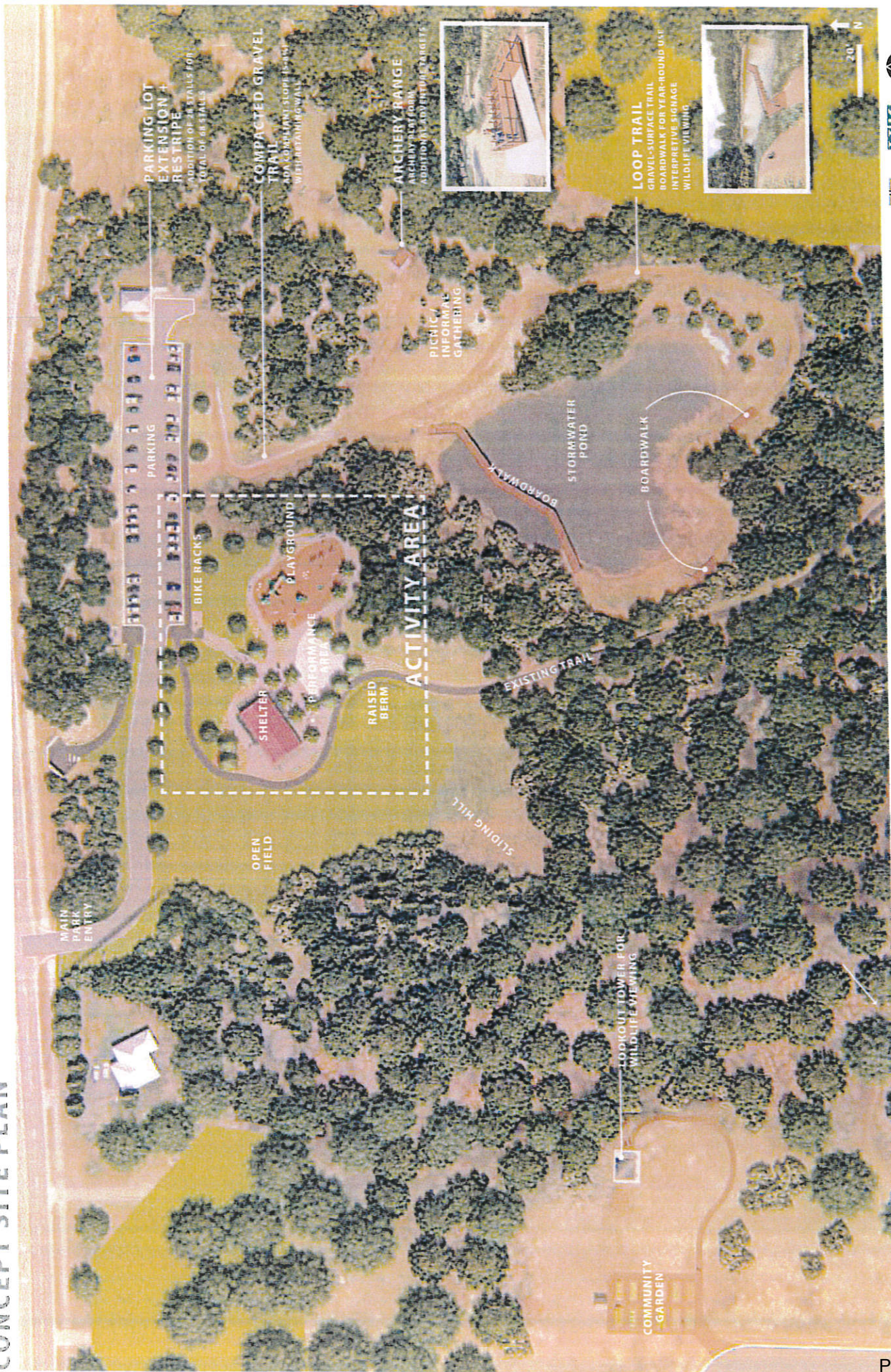
RECOMMENDATION

ATTACHMENTS

1. South Valley Park Master Plan - Approved by Council March 2020

SOUTH VALLEY MASTER PLAN

CONCEPT SITE PLAN



CONCEPT SITE PLAN: ACTIVITY AREA



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

CONCRETE PERIMETER
WALK
SEATING, LIGHTING, CANOPY TREES
THROUGHOUT

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

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

PATIO
MOVABLE FURNITURE
PICNIC TABLES
GRILL
FIREPIT

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

SHELTER CONCEPT



SHELTER, VIEW FROM SOUTHWEST



SHELTER, VIEW FROM NORTHEAST



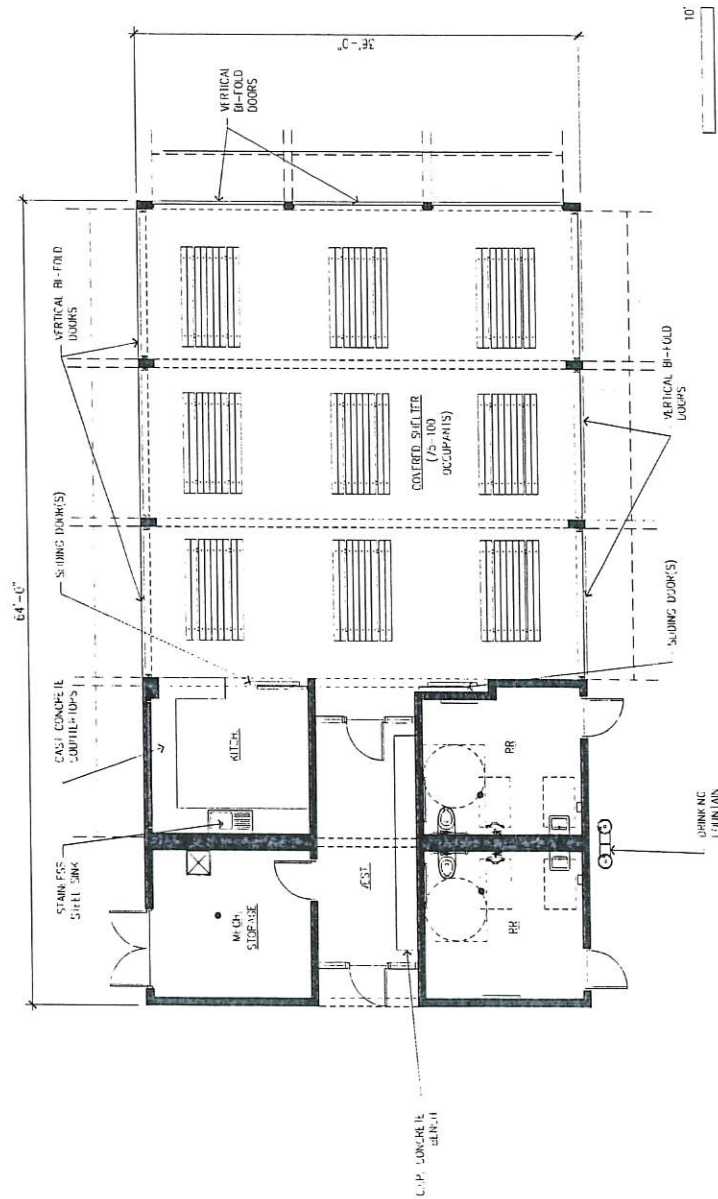
COVERED AREA WITH FOLDING DOORS OPEN



VIEW FROM INSIDE SHELTER TOWARDS RESTROOMS



KITCHEN AREA



CONCEPT IMAGES



VIEW FROM PARKING LOT LOOKING SOUTH



VIEW OF STAIRWAY FROM PARKING LOT



INFO KIOSK W/ PLAYGROUND, PERFORMANCE SPACE BEYOND



VIEW OF PERFORMANCE SPACE, LOOKING SOUTH



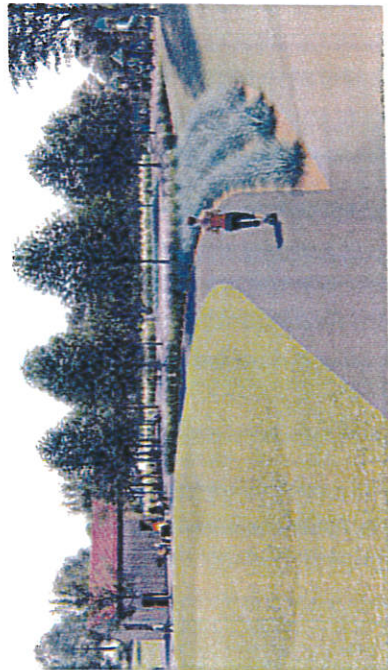
VIEW OF SHELTER WITH PATIO / FIREPIT AREA



VIEW OF SHELTER FROM NORTH SIDE



PLAYGROUND, LOOKING NORTH



VIEW FROM EXISTING TRAIL, LOOKING NORTH

1/17/20

CONCEPT PLAYGROUND EQUIPMENT

5-12 PLAY AREA



PLAYBOOSTER STRUCTURE



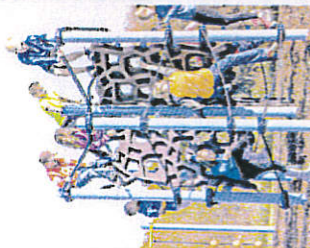
DISCOVERY TREE CLIMB



ADVENTURE SCAPE



TREE STUMP TRANSFER



GEOPLEX TOWER



WOOD PLANK WIGGLE LADDER



CORKSCREW CLIMBER



SLIDE WINDER

FREE-STANDING PLAY



LOG BALANCE



MUSHROOM JUMPER



OMNISPINNER



LOG CRAWL TUNNEL

SWINGS



3-BAY SWING SET



ARCH TIRE SWING



BUCKET SEAT FOR 2-5 AND 5-12 Y.O.

2-5 PLAY AREA



PLAYSHAPER STRUCTURE



LOG STEPPER



THUNDERHEAD CLIMBER



SPYROSLIDE



LOG STACK



BONGO PANEL



RAIN SOUND WHEEL





Request for Council Action

SUBJECT: Use of Firearms and Bows & Arrows - Possible Ordinance Updates

MEETING DATE: May 2, 2022

ITEM TYPE: Discussion Item

CONTACT: Melissa Chiodo, Police Chief, 651.450.2526

ACTION REQUESTED

The Council is asked to provide feedback and direction to the Police Department on potential changes to City Ordinance 5-6-1, Use of Firearms and Bows and Arrows.

BACKGROUND

The Police Department is responsible for oversight, registration, enforcement and regulation of bow hunting within the city limits. In 2020, the Police Department discussed with Council some potential changes to the city ordinance governing bow hunting, but no clear direction forward was decided upon. As a result, and as additional development continues to take place within the city, the Police Department continues to devote time and resources to this issue. Staff is asking Council to return to this subject and provide direction as to what changes, if any, should be made to this city ordinance.

The current ordinance related to hunting is attached. Additional information is available on the police department's website at: [Animal Information | Inver Grove Heights, MN - Official Website \(ighmn.gov\)](https://www.ighmn.gov/Animal-Information).

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

This is a discussion item. Staff does not have a formal recommendation at this time.

ATTACHMENTS

1. Current City Code on Bow & Arrow Use

5-6-1: USE OF FIREARMS AND BOWS AND ARROWS:

A. Definitions: For purposes of this section, the terms defined in this subsection have the meanings given them:

AIR PISTOLS: Any hand weapon that propels a projectile by means of compressed air or carbon dioxide.

AIR RIFLES: Any shoulder weapon that propels a projectile by means of compressed air or carbon dioxide. Air rifles shall include BB guns.

FIXED AMMUNITION: Gun ammunition of the type comprising a cartridge case with primer, a propellant charge and a projectile or projectiles (fused or unfused), all of these components being assembled as a unit for one firing.

PISTOL: Any handgun capable of propelling fixed ammunition.

RIFLE: Any shoulder weapon designated as a rifle, capable of propelling fixed ammunition.

SHOTGUN: Any smooth bore weapon designated as a shotgun capable of propelling fixed ammunition. (1974 Code § 925.02)

B. Rifles, Pistols, Shotguns, Air Rifles And Air Pistols: The shooting or carrying of rifles, shotguns, pistols, air rifles and air pistols which are not encased or dismantled is prohibited in the city except in the following circumstances:

1. By law enforcement officers in the line of duty; or
2. By a person discharging any rifle, shotgun or pistol when in the lawful defense of person, property or family, or the necessary enforcement of the law; or
3. By any person discharging a rifle, shotgun or pistol on a licensed shooting range within the city; or
4. By a person shooting or carrying an unencased and undismantled .22 caliber rifle with CCI Quiet .22 caliber long rifle ammunition only when such shooting and carrying occurs while participating in a gun safety instructional program administered and sponsored by the Minnesota department of natural resources on land zoned E-1 where the zoning requirements for the program have been met and where the landowner has given written consent and only at specific locations on the land that have been approved and designated in writing by the city's chief of police. In granting approval of the specific locations, the city's chief of police may impose conditions, limitations and restrictions with respect to the number of participants, the number of instructional sessions, the times and dates of the instructional sessions, the number and placement of warning signs and the duration of the program. (Ord. 1257, 9-10-2012)
5. By employees of any government entity approved by the Chief of Police, when needed to harvest or reduce populations of animals within the city limits.

C. Restrictions On Use Of Bow And Arrow:

1. The shooting or discharge of any bow and arrow within the city is hereby prohibited except in any of the following circumstances:
 - a. While hunting or engaged in target practice in that geographic portion of the city designated on the map, effective September 17, 2016, on file with the city clerk as the area available for hunting or target practice, subject to the conditions hereafter set forth; the above identified map is hereby approved and hereby incorporated by reference and made a part of this section; or
 - b. While engaged in target practice within an enclosed structure; or
 - c. While engaged in target practice at a posted and designated archery range in a city park; or
 - d. While engaged in target practice on school or college grounds as part of an instructional course or supervised recreational activity and only with the permission of the school or college; or
 - e. While engaged in target practice at a licensed commercial archery range.
2. Provided, however, the shooting or discharge of a bow and arrow under the circumstances described in subsection C1 of this section relating to hunting or target practice in that geographic portion of the city designated on the map, effective September 17, 2016, on file with the city clerk shall only occur if the following conditions are met:
 - a. All persons who are hunting must register with the police department and must also provide a copy of their hunting license. Hunters who will be hunting on someone else's property will be required to show written permission from the property owner and must also provide proof of proficiency. Property owners/tenants, and all those related individuals as hereafter defined by this section, who hunt on their own property will not need to provide proof of proficiency. Proof of proficiency may be obtained at a local or regional archery range or outdoor sporting goods store, the measure of which is the ability to shoot five (5) of five (5) arrows into a four inch (4") target at twenty (20) yards. The proficiency test must be completed every twenty four (24) months from the original certification date.
 - b. There shall be no shooting or discharge of any bow and arrow within three hundred feet (300') of any residential or commercial structure; provided, however, the prohibition contained in this subsection C2b shall not apply: 1) if the person shooting or discharging the bow and arrow owns the residential or commercial structure or 2) if the owner of the residential or commercial structure consents in writing to allow shooting or discharge of a bow and arrow within three hundred feet (300') of such residential or commercial structure and the written consent is filed with the city police department prior to the

shooting or discharge.

c. There shall be no shooting or discharge of any bow and arrow within two hundred feet (200') of any driveway not owned by the person engaged in the shooting or discharge, unless the owner of the driveway consents in writing and files the written consent with the city police department prior to the shooting or discharge.

d. There shall be no shooting or discharge of any bow and arrow within two hundred feet (200') of any public street or private roadway.

e. On an individual parcel less than five (5) acres in size, no shooting or discharge of a bow and arrow shall occur unless allowed under subsections C2f and C2g of this section.

f. On an individual parcel of two and one-half (2.5) acres or more in size but less than five (5) acres in size, the owners of the parcel, the tenants of the parcel and the spouses, parents, children, grandparents, aunts, uncles, brothers and sisters of the owners or tenants may shoot or discharge a bow and arrow on such parcel for hunting or target purposes.

g. On contiguous parcels that are cumulatively five (5) acres or more in size when combined, the owners of the parcels, the tenants of the parcels and the spouses, parents, those receiving written permission from all the owners may shoot or discharge a bow and arrow on such parcels for hunting or target purposes if the owners of the contiguous parcels in writing consent to the use of the parcels for such purposes and the owners have filed the written consent with the city police department prior to the shooting or discharge.

h. On an individual parcel of five (5) acres or more in size, only the owners of the parcel, the tenants of the parcel and the spouses, parents, children, grandparents, aunts, uncles, brothers and sisters of the owners or tenants and those receiving written permission from the owner may shoot or discharge a bow and arrow on such parcel for hunting or target practice purposes.

i. In those instances stated above, where written permission from the owner is required, the following additional conditions must be met:

(1) Prior to any shooting or discharge of a bow and arrow, the person receiving the written permission shall file with the city police department the following information in writing: name, address and telephone number of the fee owner and of the persons receiving the permission; the beginning and end dates when hunting or target practice is to occur; a general description of the location of the subject parcel; a copy of the written permission received from the fee owner; as well as proof of proficiency to be obtained at a local or regional archery range or outdoor sporting goods store, the measure of which is the ability to shoot five (5) of five (5) arrows into a four inch (4") target at twenty (20) yards; the license plate number of the vehicle that the person will be driving to the subject parcel; evidence that the person has a valid Minnesota archery license; and emergency contact information.

(2) The written permission from the fee owner must specifically state the beginning and end dates for which permission has been granted. The person receiving such permission must have the written permission in possession at all times while hunting or target practicing on the subject parcel. Discharge of the bow and arrow on the subject parcel shall only occur on the dates stated on the written permission. No shooting or discharge of a bow and arrow and no hunting shall occur on the subject parcel if the fee owner revokes the written permission.

j. The person discharging the bow and arrow for hunting purposes must comply with all the laws and regulations of the state of Minnesota relating to hunting.

3. To facilitate inquiries with respect to which parcels of land are not available for hunting or target practice because the owners thereof decline to grant permission for such activities, the clerk shall maintain a list by owner name and address for such nonavailable parcels. In order for the owner name and parcel address to be placed on the list, the parcel owner must in writing notify the clerk that the owner wishes to be on the list and has decided not to grant permission for hunting or target practice. The name of the owner and the parcel address shall be removed from the list if the owner files a written request with the clerk to remove the owner name and parcel address. The creation of the list is a voluntary program. There is no requirement that an owner and parcel be on the list in order for the owner to decline permission to anyone for hunting or target practice. The purpose of the list is to present an opportunity for an owner to make known that the owner has decided not to grant permission with the result that contacts with the owner are reduced or eliminated.

4. The council, by resolution, may in its discretion on an annual basis add parcels to that geographic portion of the city available for hunting or target practice referenced in subsection C1a of this section. If the council adds additional parcels by resolution, the authorization granted by the resolution and the inclusion of such parcels within the above referenced geographic area shall expire on December 31 of the year when the resolution was passed. If an owner wishes the council to include the owner's parcel within the above referenced geographic area, the owner must make an application to the city no later than August 15 of the year the owner wishes the parcel to be included.

D. Shooting Ranges: All owners of commercial rifle ranges, commercial trap ranges, commercial target ranges and commercial archery ranges at any place within the city shall, from and after the effective date hereof, be required to pay a license fee in the amount established by resolution of the city council. Such ranges shall be operated so as to result in maximum safety to the residents and property of the city, and the owners and operators of such ranges shall comply with all regulations for such ranges that the city may hereinafter enact. Violation of any of the terms of such regulations constitutes a violation of this section and is cause for revocation of the license granted under the terms of this section.

(1974 Code § 925.05) (Ord. 1162, 9-24-2007; amd. Ord. 1257, 9-10-2012; amd. Ord. 1320, 8-22-2016; amd. Ord. 1375, 11-12-2019)