



Inver Grove Heights Parks and Recreation Advisory Committee

Wednesday, September 14, 2022 at 7:00 PM

8150 Barbara Avenue, Inver Grove Heights, MN 55077

AGENDA

1. Call to Order

2. Roll Call

3. Presentations

A. Active Older Adult Programs Update-Al Vandehoef, Recreation Coordinator

4. Announcements

A. The October PRAC meeting has been moved to Wednesday, October 5, 2022 at 7p.m.

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 meeting minutes from August 10, 2022

6. Public Comment

Public comment provides an opportunity for the public to address the Commission on items that are not on the agenda. 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

A. Subcommittee discussion and assignments

B. Tennis court reconstruction discussion

9. Administrative Presentations

A. Park Project Updates

1. Vista Pines Grand Opening Review
2. Northwest Area Parks Community Engagement Plan
3. South Valley Park Update

B. Department Happenings

September 14, 2022 - Parks and Recreation Advisory Committee Agenda

1. Parks Superintendent Update
2. Recreation Superintendent Update
 - a. Fitness Center Equipment Install
 - b. Pool Project Update

10. **Commission Comments**

- A. Commission Comments and Input for next meeting
Reminder of Next Meeting: October 5, 2022

11. **Adjourn**



Parks & Recreation Advisory Commission Staff Report

SUBJECT: **Approval of meeting minutes from August 10, 2022**

MEETING DATE: September 14, 2022

ITEM TYPE: Consent Agenda

CONTACT:

PURPOSE/ACTION REQUESTED

Approve August 10, 2022 Parks and Recreation Commission Minutes

BACKGROUND

NA

FISCAL IMPACT

None

RECOMMENDATION

Staff recommend approval of attached August minutes.

ATTACHMENTS

1. August 10, 2022 Parks and Recreation Advisory Meeting Mts.

**City of Inver Grove Heights Minutes of the Proceedings
Of the Park and Recreation Advisory Commission
City Council Chambers - 8150 Barbara Avenue
Wednesday, August 10, 2022: 7:00 p.m.**

Televised on Town Square Television

1. CALL TO ORDER:

Vice Chair Niki Barker called the August 10, 2022 Park and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Vice Chair Niki Barker, Commissioner's: Bill Skar, Ben Stone, Willie Krech, Curt Ellingboe, Sandra Christensen, Elaine Prickel, Kari Miller.

Fitness Coordinator Amy Crary, Recreation Superintendent Julie Dorshak, Parks Superintendent Brian Swoboda.

Absent: Parks and Recreation Director Adam Lares; Chair Steve Cook (excused).

3. PRESENTATIONS:

A. Fitness Update by Amy Crary, Fitness Coordinator

Fitness Coordinator Amy Crary provided the following update:

Three main categories of Fitness Programming:

1. Personal Training
2. Specialty Classes
3. Drop-in Fitness Classes
 - Have 9 nationally certified personal trainers on staff with anywhere from 2-20 years of experience.
 - Classes are offered for individual clients on site or via Zoom.
 - Youth Sports Training for ages 12-15.
 - There are youth sports packages designed for a group or team of kids wanting to work together with a trainer.
 - Small Group Training. Reduced rates for up to 6 people to train together.
 - Individual Training Sessions are for 30 or 60 minutes.
 - Variety of packages from \$65.00 as a member, to \$45.00 for an hour session.
 - New Member Special. Introductory rate of 2 sessions for \$50.00 if a member. 2 sessions for \$65.00 if not a member.
 - Additional information on trainer bios, packages, and upcoming specials can be found on the website: www.ighmn.gov/personaltraining
 - A special will be taking place September 20th through 30th with \$15.00 off the retail price for sessions.
 - Small Group Training. Design specialty classes for all ages.
 - All classes have from 6-12 participants.
 - The cost to attend 16 sessions is the price of one personal training session.
 - TRX, Kettlebell classes, Boot Camps, and a Triathlon Training Class.
 - Programs for Youth: Youth Instafit and Yoga Kids
 - Yoga classes being offered in the fall: Prenatal Yoga and Yoga for Joint Mobility.
 - An indoor Triathlon was held. There were 20 participants.
 - Will be offering a Turkey Triathlon over Thanksgiving.
 - A challenge is offered every quarter to keep people motivated:
 - For summer, Bingo was offered. 30 people participated. Prizes were handed out.
 - Fall has the Walktober Challenge.

- The winter challenge will be called: Lose, Gain, or Stay the Same.
- Upgrading the fitness equipment. The last time equipment was upgraded was 2019.
 - Equipment has been ordered.
 - Expect to have a “new fitness center look” in time for the Open House taking place on November 4, 2022.
- Due to the Pandemic, spending was deferred from 2021 to 2022.
 - Council approval was received for the purchase of \$60,000 worth of equipment.
 - Due to the Pandemic most people now have fitness equipment in their homes or fitness centers where they work.
 - Seeing an increase in the importance of lifting weights for everyone.
 - Trading in 7 cardio pieces of equipment. Will expand the lifting space.
- Offer 40 group fitness classes a week. People show up, do the class, and leave.
- New trend is to broadcast classes on Zoom. The fitness industry has determined this option is never going away.
 - Currently have 40 subscribers to the virtual service.

Commissioner Miller asked if the virtual workouts need to be done while the actual workout takes place or could be accessed after.

Coordinator Crary replied it is only during the livestream. There are a lot of extra licensing costs if they were to produce a program.

Coordinator Crary continued with the following Fitness Programs:

- Aquatic
- Cardio
- Mind/Body such as Tai Chi and Yoga
- Strength

Commissioner Prickel asked how enrollment was doing. She questioned if there was opportunity for growth long term such as getting back to pre-Pandemic levels.

Recreation Superintendent Julie Dorshak replied memberships are currently running 85-90%.

Coordinator Crary replied with growth, it was difficult to tell. The economy plays a factor. Some specialty gyms have been unable to compete and have closed.

She mentioned that staff recently learned the West St. Paul YMCA will be closing its doors. Due to this they are already receiving calls that people would be coming to our facility.

Commissioner Skar questioned if there was a timeframe for the fitness center, if it would be shut down and if it would take place during the pool shut down.

Coordinator Crary replied there was no date yet, it could take place in September or October. Due to being a major rearrangement, they may have to shut down portions at a time.

Vice Chair Barker questioned if older equipment was taken back.

Coordinator Crary thought the vendor was giving them \$10,000 for equipment trade in.

4. ANNOUNCEMENTS:

5. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of Regular Meeting Minutes of June 15, 2022

Motion by Commissioner Ellingboe, second by Commissioner Stone, to approve the Consent Agenda as presented.

Ayes: 8

Nays: 0 Motion carried.

6. PUBLIC COMMENT:

There were no public comments.

7. UNFINISHED BUSINESS:

8. REGULAR AGENDA:

A. Consider recommending acceptance of donations and sponsorships to Parks and Recreation programs from January 1 – July 31, 2022.

Motion by Commissioner Krech, second by Commissioner Ellingboe, to accept the donations and sponsorships to the Parks and Recreation programs from January 1 to July 31, 2022 as proposed.

Ayes: 8

Nays: 0 Motion carried.

B. Consider recommending approval for Funding Seidls Lake Trail Extension at Seidls Lake Park.

Parks Superintendent Brian Swoboda discussed a partnership between Inver Grove Heights and South St. Paul for Seidls Lake trail extension. South St. Paul wrote a grant on behalf of South St. Paul/Inver Grove Heights.

- Seidls Lake is the furthest park north in the city.
- Inver Grove Heights owns 30 acres surrounding the lake, the South St. Paul side is 3 acres.
- A new playground was recently added.
- Both cities are committed to the restoration of the area.
- In May 2019, the City Council approved the construction of a timber staircase at the park.
- One of the goals is to build a trail around the lake at or near the water's edge.
- In December 2019, Inver Grove Heights Council approved the purchase of property located adjacent to Seidls Lake Park. This was purchased in the event of wanting a perimeter trail around the lake.

Restoration Efforts – Jointly done between IGH and SSP:

- Phase 1: Seidls Lake Lift Station. Construction was completed last fall with the lift station starting up spring 2022. Legislative dollars (\$781k) were obtained from the state and used for this phase.
- Phase 2: Restoration/Habitat enhancements. Shoreland restoration, controlling invasive species, removing dead trees, and reforestation.
- Phase 3: Trail reconstruction and extension. South St. Paul wrote and received a grant in the amount of \$250k.

Phases 2 and 3 would be done simultaneously.

Phase 3 – Current Conditions:

- Per the park master plan there was a desire to have a trail connection.
 - The east side of the lake is in poor condition and needs to be reconstructed.
 - Many locations of the trail are washed away/badly deteriorated.
 - The old trail is approximately 1,680 feet.
 - Placing bituminous to make it ADA compliant.
 - Reconstruction and construction would be completed in 2023.
- The Inver Grove Heights portion of the estimated cost would be \$95,000.

- 78% of the trail system is in Inver Grove Heights. South St. Paul has agreed to do a 50/50 cost share for the trail project.
- Given anticipated inflation and potential trail rerouting to meet ADA design criteria, \$175,000 is a more reliable cost estimate.

Funding would come from the city Park Acquisition and Development Fund (Fund 402). Funds are available to proceed.

Recommendation: Staff recommends the Commission recommend to the Council that they approve \$175,000 for the funding of Seidls Lake Park Trail Extension Project with the City of South St. Paul using the city's Park Acquisition and Development Fund (Fund 402).

Commissioner Prickel referenced other parks located on the project list and asked how those would be affected.

Superintendent Swoboda replied some of the other park's budgets were inflated.

Vice Chair Barker asked if rerouting it to make it ADA was costing more.

Superintendent Swoboda replied there were dead ash trees in the area. Crews were unable to get equipment down into the area and cut a natural trail. That is where the ADA trail would go.

Commissioner Stone questioned if it would be bike accessible. He asked about the lake level and if there was a natural default level.

Superintendent Swoboda replied it is bike accessible. He was unsure about the lake level.

Motion by Commissioner Krech, second by Commissioner Stone, to recommend to Council the approval for funding in the amount of \$175,000 for Seidls Lake Trail Extension at Seidls Lake Park.

Ayes: 8

Nays: 0 Motion carried.

C. Consider recommending approval of Contract Amendment to City Project No. 2015-08 with Kimley-Horn for Civil Trail Connection Design Services for Vista Pines Park.

Parks Superintendent Brian Swoboda discussed amending the current contract with Kimley-Horn for Civil Trail Connection Design Services for Vista Pines Park.

- Blackstone and Peltier are two new development areas that need trail connection across Argenta and up into the park.
- Sidewalk and trail infrastructure have been constructed with area developments.
 - This is also part of the County led CSAH 26 improvement project anticipated to be completed in 2023.
- The project realigns Argenta Trail and is proposed to extend multi-use trails along both sides of the roadway from Amana Trail to the north.
- Trail connections were to be revisited after completion of the park, in conjunction with approved Argenta Trail improvements.
- Dakota County and the city are planning to implement a midblock crossing of Argenta Trail approximately 500 feet south of the 72nd Street intersection.

Trail Design:

- This results in the need to investigate the feasibility of connecting a safe, logical, ADA trail system along Argenta Trail to the trails within the park at the north and south ends.

Staff recommends using Kimley Horn for the design efforts.

The design fee proposal from Kimley Horn to add on/amend the current Contract is at a total cost \$54,400.

- The fee covers the feasibility phases, mapping, final design services, bidding assistance, and construction management.

Proposed Schedule:

- If approved by the PRAC, this would go before the City Council for contract authorization on August 22, 2022.
- Develop trail alignment, prepare engineering memorandum, and identify a preferred trail alternative: August through September 2022.
- Prepare 90% plans and specifications/submit 90% plans in October 2022.
- Prepare final plans and specifications in November/December 2022.
- Council approval of plans and specifications/authorize advertisement for bid: December 12, 2022.
- Bid opening: January 13, 2023.
- Council accepts bid and awards project: January 23, 2023.
- Construction begins in spring 2023.

Funding would come from the Park Acquisition and Development Fund (Fund 402).

Commissioner Krech commented that there was a past discussion about having a trail placed underneath Argenta Trail for safety reasons.

Superintendent Swoboda replied the county is also considering a pedestrian bridge over. If going with the bridge option, the county would pay 85%.

Commissioner Prickel asked if safety was considered with the feasibility study. She liked the bridge option.

Superintendent Swoboda felt it would come down to price. There are issues with graffiti and dead rodents in tunnels.

Vice Chair Barker asked if there were grants available specifically for ADA improvements.

Superintendent Swoboda replied Kimley-Horn is up to date on what funding is available.

Commissioner Skar questioned connecting residential to parks if Parks and Recreation covers the bidding process and fee if connected to a trail. He was confused as to why this wasn't a safety issue.

Superintendent Swoboda responded these were county roads. The city partners with the county to help make the best decisions.

Motion by Commissioner Krech, second by Commissioner Prickel, to approve the Contract Amendment to City Project No. 2015-08 with Kimley-Horn for Civil Trail Connection Design Services for Vista Pines Park.

Ayes: 8

Nays: 0 Motion carried.

Commissioner Krech requested further information be looked into for an overpass and underpass.

Superintendent Swoboda replied he would mention it.

9. ADMINISTRATIVE PRESENTATIONS:

A. Park Project Updates and Department Happenings

Recreation Superintendent Julie Dorshak updated the Commission on Recreation/Recreation Programs:

- Pool project is on schedule. Estimated to be completed on August 19th.
 - Regular operations will begin from August 20th to September 4th.
 - Closed for Labor Day.
 - The water park will be drained and the water park project will begin. It will be closed from September 5th through October 20th.
- KIDS R.O.C.K. Program has 151 participants. Scheduled to continue through August 26th.

- Around this time several staff leave for college. Changes are made to fill classes as needed.
- The Senior Club is an independent organization. In the past the department assisted them with some of their transactions and helped monitor their registration process and luncheons. Staff will no longer be assisting; the club will be doing this independently.
 - A drop box will be added for them to be able to do their own registrations and deposits. This process will begin on September 1st.
- Vista Pines Grand Opening is August 23rd, at 6:00 p.m., with Ribbon Cutting at 6:30.
- 2,800 participants are registered in summer programs (all programs and activities).
 - Aquatics accounts for 22% or 614 of the registrations.
- Working with the Parks Superintendent on the fall field schedules and tournaments.
 - There have been numerous requests for fall baseball.
 - There is a popular fall soccer program with over 100 participants and 10 staff.
- Youth volleyball league will be up and running in September
- The Food Truck event takes place next Thursday at Rich Valley Park from 4:30 to 7:00.
- Working on sponsored Inver Grove Heights Day activities.
- Trying out new adaptive programming:
 - New bowling league starting September 17th at Concord Lanes in South St. Paul.
- The Fall Brochure is out.

Superintendent Dorshak addressed the equipment plan stating they would likely need to be shut down for a period of time. More information to come next month.

Commissioner Krech asked if all the treadmills would be replaced.

Superintendent Dorshak thought there are 7 and were reducing the number to 5.

Parks Superintendent Brian Swoboda gave the following park updates:

- The plans for South Valley are nearing 100% completion.
 - Goes before the Council for approval on August 17th.
 - Tear out/construction may begin early fall/winter.
- Bids were received for Heritage Village Park.
 - Brought before the Council on August 8th. Staff advised rejection of the bids due to a 20% increase. The estimate was for \$1.3 million, it came back at \$1.8 million. There was only one bidder. This will be reposted for bid in January.
- The City Council approved hiring WSB to do concepts for the two pocket parks (Highlands at Settlers Ridge and Peltier).
 - Would be doing community engagement, preparing bids and specs.
 - Posting bids and construction management for \$61,000.
 - A bid was received from HKGi that was more than double this cost.

Commissioner Skar asked if it was known why there were so few bids.

Superintendent Swoboda replied companies that already bid are likely full through the season.

Parks Superintendent Swoboda updated the Commission on the department:

- Getting close to finishing up the disc golf course.
 - The four holes from the South Valley side have been moved to the North Valley side.
 - Tree Trust assisted.
 - There are two tee boxes and two baskets for each hole.
 - Signage has been ordered. (Temporary signage is in place).
- Due to recent rains/storms, some tree removal/trimming has been done.
- Before the rain, watering trees daily.
- Getting ballfields ready.

- Trail maintenance at Marianna and Harmon Reserve.
- Doing some irrigation work. There are 11 systems.
- Spraying for broadleaf weeds, grubs, and Emerald Ash Borer. The city is responsible for dead ash trees in the right of ways, in parks, and city property.
- Friday an annual letter is sent out to residents that have ash trees in the right of way. (Right of ways that have utilities in it, 10-15 feet behind the curb). Those will be removed by the city, stumps would be grinded, and the area restored; free of charge. This is first come first serve.

At the last meeting he mentioned he would have an update on the Skyview tennis court. Staff has received and looked at a few of the concepts and cost estimates. This would be brought before the Commission at the September meeting.

Commissioner Krech referenced the gas pipeline being placed across the road on Cahill.

Superintendent Swoboda replied he spoke with someone and wasn't sure if it had a leak or was old, it is being replaced in its entirety.

Commissioner Stone favorably mentioned the trails at Harmon Park. He questioned how often the grass was cut.

Superintendent Swoboda replied its cut 2-3 times a year in certain places. Now that word about the trail has spread, Minnesota Off Road Cyclists (MORC) is interested in helping with maintenance and adding additional. MORC may have money they would like to use to do some other things there. It's possible some of those items may get done this fall.

10. COMMISSION COMMENTS:

A. Commission Questions and Comments

Commissioner Krech suggested Parks and Recreation Director Adam Lares speak with Eric Carlson regarding the tunnel. He felt the tunnel was shown on a set of plans. He requested follow up.

11. ADJOURN:

Motion by Commissioner Skar to adjourn the meeting at 8:22 p.m.

Ayes: 8

Nays: 0

Minutes prepared by Recording Secretary Sheri Yourczek