

**Inver Grove Heights
Park and Recreation Advisory Commission
Wednesday, February 12, 2014
8150 Barbara Avenue
7:00pm**

1. CALL TO ORDER
2. ROLL CALL
3. PRESENTATIONS – Items that don't require action.
4. ANNOUNCEMENTS
 - A. You can find information regarding the City of Inver Grove Heights by visiting our web site at www.invergroveheights.org
 - B. Next Meeting; March 12, 2014 Regular Meeting 7:00pm
5. CONSENT AGENDA – All items on the Consent Agenda are considered routine and have been made available to the Commission at least two days prior to the meeting; the times will be enacted in one motion. There will be no separate discussion of these items unless a Commission member or citizen so request, in which event the item will be removed from this Agenda and considered in normal sequence.
 - A. Approval of Agenda
 - B. Approval of Minutes of January 8, 2014
6. PUBLIC COMMENT – Public comment provides an opportunity for the public to address the Commission on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes. Comments will be limited to three (3) minutes per person.
7. UNFINISHED BUSINESS - Items that are brought back to the Commission for action from a previous meeting.
8. REGULAR AGENDA - Items requiring action that are new to the Commission.
 - A. Consider Recommendation for 2014-15 VMCC Ice Rates
 - B. Consider Recommendation for Awarding a Contract and Funding of the Dakota County Trailhead Project located in Swing Bridge Park
 - C. Discuss State Grant (SG-2010-049) Rock Island Swing Bridge – Heritage Village Park
9. ADMINISTRATIVE PRESENTATIONS - Items that need to be discussed without any actions.
 - A. Confirm the Commission's Support for the Trail Gap Study
 - B. Department Happenings
 - C. Future of Our Parks Report – Park & Recreation System Plan
10. COMMISSION COMMENTS – A chance for Commissioners to ask questions or make comments.
11. ADJOURN

Since we do not have time to discuss every point presented, it may seem that decisions are preconceived. However, background information is provided to the Commission on each agenda item in advance from Staff; decisions are based on this information and past experiences. In addition, some items may have been discussed preliminarily at Work Sessions. If you are aware of information that has not been discussed, please raise your hand to be recognized. Comments that are pertinent are appreciated.

This document is available upon a 3 business day request in alternate formats such as Braille, large print, audio table, etc. Please contact Eric Carlson at 651.450.2587 or TDD/TTY 651.450.2501

**City of Inver Grove Heights Minutes of the Proceedings
Of The Park and Recreation Advisory Commission
Wednesday, January 8, 2014**

1. CALL TO ORDER:

Chair Eiden called the January 8, 2014 Park and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Chair Al Eiden; Vice Chair Dennis Schueller; Commissioners: Joe Boehmer, Mark Freer, Willie Krech, Jim Huffman, Mary Hapka, and Deb Tix
Parks and Recreation Director Eric Carlson

Absent: Commissioner Stan Johnson
Recording Clerk Sheri Yourczek

3. PRESENTATIONS:

None

4. ANNOUNCEMENTS:

A. You can find information regarding the City of Inver Grove Heights by visiting our Web Site at:
www.invergroveheights.org

B. Next Meeting: February 12, 2014. Regular Meeting 7:00 p.m.

5. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of Minutes of November 13, 2013

Motion made by Commissioner Huffman, seconded by Commissioner Freer, to approve the Consent Agenda as presented.

Aye: 8

Nay: 0 Motion carried.

6. PUBLIC COMMENT:

Sandy Taylor, 6950 Crosby Avenue East, commented she was here a couple of summers ago regarding the backboard for the tennis courts at Skyview Park. She was offended by the group here because someone had made the comment, "just because someone comes up and says they want something, it should be done". That was not her purpose. There used to be a backboard there and it was taken away and never replaced. Her family always used it and that's why she brought it forth. She would still like that. She never did have time to get a petition together, as it was suggested she do. Tonight she wanted to ask about the skating rinks at Skyview Park. There used to be three rinks, and now there are two. There is the one for pleasure and then the hockey rink. There used to be two hockey rinks, so that one can play hockey and one can play broomball. Her family does both. Now we only have the one rink. The boards from the other rink were taken down because they were falling apart. She is wondering if that other rink will be replaced? The one pleasure rink is plowed in a figure eight, and then the other side is a half rink. Will there be two hockey rinks there?

Park and Recreation Director Eric Carlson responded that Skyview used to have two hockey rinks and a pleasure skating rink. This may be the third winter that we have just had the one hockey rink. The other rink had defective boards. We returned those and received a partial refund. We have not replaced them. As part of the Park and Recreation System Plan, a recommendation would be made as to how many hockey rinks would be placed in the City. Until that plan is completed we will not be replacing any hockey rinks.

Chair Eiden commented this is all a part of the Future of our Parks process. For those that are unfamiliar with that, there is a process going on right now that includes input from Citizens and the Park Commission. This group is looking at what we need to do with the parks system over the next few years. There are a lot of elements to it. One of the biggest issues is how we are going to pay for what we are going to do. As long as there is a money issue, we need to figure out how many amenities we can put in each park facility. If you are interested, there is a group of citizens called Friends of the Parks. Citizens are invited to discussion meetings that the Commission is having, where they talk about what is going on and what is happening within our parks system. Given your interest in what is going on with that park, he suggests she take part in it. That will give you an idea of the process and challenges that are out there.

Ms. Taylor commented parks are changing and seem to be geared more for the little kids. It doesn't seem neighbor friendly anymore. Things are taken away, and then there isn't any money to put things back. It would be nice if some of the little things were still there for the regular people that are always in that neighborhood.

Commissioner Krech suggested getting a petition together. Letting the City Council know there is an interest is a good idea.

Vice Chair Schueller felt that if the rink was there, then taken down and we received the funds, we should have put another one back up.

Director Carlson responded it was not a full refund.

Commissioner Freer asked if that meant we are never going to put one back there, or we wait until we get the funds?

Director Carlson responded that through the process of the Parks System, and looking at our parks, we need to see if there is a need to put another rink there or not. We are waiting for those results.

Chair Eiden stated there is a process that we are going through. We did find out four different funding levels for the future. There are some big gaps to get things done. If we don't figure out something, not only will we not be able to put that back, but other things too. It's not just what we can afford, but also the demographics as to what is happening in our parks. We are trying to look at the usage for what they are for.

Commissioner Hapka assumed it hasn't been replaced yet as we are waiting on that plan. She encouraged Ms. Taylor to attend a Friends of the Parks meeting as those are the things they are discussing. Ask your neighbors too. There are not funds for these things. We are planning right now, so if you want to give some input, please attend those meetings.

Ms. Taylor mentioned they did a figure eight type formation on the second rink. Could they shovel that out so that it's just one big rink? She also stated it didn't look like they have been flooding lately either.

Director Carlson responded he would look into the reasoning for the figure eight on that rink. He also responded that they haven't been able to flood any rinks lately due to the cold temperatures.

Chair Eiden strongly encourages her to join in the process. The meetings are usually held from about 6:30 to 8:00, so please join in.

7. UNFINISHED BUSINESS:

None

8. REGULAR AGENDA:

A. Consider Revisions to the Park Dedication Ordinance and Set 2014 Park Dedication Rates

Director Carlson stated in 2012 the State Legislature made some minor changes to the State Statute related to Park Dedication. In order to follow State Statutes, and in order to update our fees, a group of City Staff Members that included the Community Development Director, the City Planner, Assistant City Planner, the Parks Superintendent, the City Attorney, and himself, suggested changes to the Ordinance. From a land dedication perspective we are proposing some minor changes from the amount of land we would receive from a developer through a proposed plat should we want to receive land for the dedication. The cash dedication was reduced under the proposed fees for some of the single family residential developments. That's market driven since land values have decreased since the early 2000's. The land values reflect what we are able to collect in park dedication.

Chair Eiden questioned how they came up with the requirements of the percentages of the land that would be considered for dedication?

Director Carlson responded when it comes to computing the cash dedication, it is a little easier as it is based on land values. Land dedications were done by doing a bit of a comparison as far as a reasonable expectation of land taking is concerned from these different types of zoned properties.

Chair Eiden stated it depends on single family, multiple dwelling, etc. There would be so many residents so much density used.

Director Carlson responded the higher the density the higher the use for park need would be. The lower the density, the fewer the acreage we would use. In regards to Commercial or Industrial, the demand on the parks system isn't perceived to be as great.

Chair Eiden commented when he looks at the table now, the dedication for cash, or even for land, the percentages in dollars seems to go down compared to what they are now. Is that based on the new methodology you have developed?

Director Carlson responded that is due to the fact that land isn't valued as much today as it was in 2007.

Chair Eiden commented that under these changes it is good to set a methodology in place. Because of those changing values, we may have to review rates at a periodic basis to reflect changes in values. Are we doing that every year, or every other year?

Director Carlson responded it is intended to be an annual review. As the price of land increases, you can expect our park dedication rates to increase to be in line with that increased cost of developing the park system.

Motion by Commissioner Krech to support the dedication fees methodology and ordinance that we are seeing here tonight. Seconded by Commissioner Hapka.

Vice Chair Schueller didn't feel it was a good situation when we are seeing a reduction in the amount of cash and land dedication we are going to get for our parks. One positive thing is when land values go up, hopefully they will be able to increase land and cash dedication. We are in need of parks, and this reduction is not a good thing.

Aye: 8
Nay: 0 Motion carried.

9. ADMINISTRATIVE PRESENTATIONS:

A. Discuss Changes to the City's Alcohol Ordinance

Director Carlson stated on December 9th, the City Council reviewed the first reading of proposed changes to the City Code Provisions relating to alcoholic beverages. We want to make sure we are up to date with Minnesota State Statutes. In regards to Parks and Recreation, our current ordinances state the following:

The sale, possession, or consumption, when it comes to alcohol in any park, is prohibited with the following exceptions:

Persons of lawful age may possess and consume 3.2 malt liquor in South Valley Park, but they have to be within 150 feet of the picnic shelter and they have to be part of a party that has rented the picnic shelter for a private function.

The other exception to alcohol in the parks is at Rich Valley Park where a person of lawful age may possess and consume 3.2 malt liquor at that park, but no sale is allowed. Nor are any sales allowed at any park in the City at this time.

When it comes to the Community Center (which includes the hockey arenas and the aquatics/fitness center), the sale, possession, or consumption, of alcohol is prohibited at all times with no exceptions.

When it comes to the National Guard, the sale, possession, or consumption, of alcohol is prohibited but with the following exceptions:

A person renting the National Guard Armory can hire a licensed caterer to sell alcohol during a private function in which the person has rented the facility and invited guests can attend. Secondly, a person renting the National Guard Armory can hire a licensed retail on-sale provider to dispense, without sale, alcohol during a private function in which the person is renting the facility and has invited guests to attend.

When it comes to Inver Wood, we the City, have a 3.2 non intoxicating malt liquor license which allows the course to sell non-intoxicating malt liquor beer to persons of legal age. The City's insurance requires that all alcohol consumed at the course, is to be purchased at the course.

Given the family nature of our facilities we are not recommending we change any of the ways in which alcohol is sold, consumed, or dispensed within the facilities managed and operated within the department.

Commissioner Krech questioned the statement that they cannot possess any glass bottles or any glass objects in the parks.

Director Carlson stated you are not supposed to have glass within the parks system as glass tends to break, and when it does around small children or people in the park without shoes, accidents or injuries can happen.

Commissioner Krech commented that 3.2 malt liquor or wine tends to come in a glass bottle.

Director Carlson stated that should be changed before they come into the park.

Commissioner Hapka asked if that information is posted at the parks?

Director Carlson felt it was part of the permit instructions that the permit holder gets when they rent the park. He is unsure if it's actually posted at the park.

Commissioner Freer asked where you can get this 3.2 malt liquor? He didn't know people went out and bought that kind of beer to go to a picnic. He would guess most of them do not. He doesn't see the purpose of it down at our parks or ball fields, but understands Inver Wood. If it is 3.2 and it's non-intoxicating, and if it's non alcoholic, he doesn't see a need for it to be in the parks.

Director Carlson stated this can be purchased at the grocery store, versus going to a liquor store. When people rent South Valley, a lot of the time it's for a reunion, or a work function, etc. More often than not, those groups want to be able to have an adult beverage that follows the ordinance. When it comes to Rich Valley, it's not uncommon for the adults to have an adult beverage after the ball game is over.

Commissioner Freer didn't feel that was 3.2 they were having. The statements didn't make any sense. He understands that you are trying to make a statement here, but you are not really impressing upon what you want your standards to be. He doesn't think Cub is selling a lot of 3.2 Beer to those attending events in South Valley or the ball fields.

Commissioner Tix agreed that when you look at South Valley and Rich Valley, they are probably not going out and buying 3.2 Beer to bring to the park, they are trying to get by with having regular beer while they are there.

Vice Chair Schueller didn't think anyone has been charged with a misdemeanor for drinking strong beer instead of 3.2 Beer there.

Commissioner Freer agreed. There probably isn't any enforcement of it so it's a silly rule. If you are going to allow people to drink, let them drink. Those areas do not seem to be enforced.

Commissioner Krech felt this was done so they have some rules and guidelines. If you get out of line, the police show up and you are in violation of that rule and then you get in trouble.

Commissioner Freer sees that a no alcohol either could be a rule, especially in areas where kids are involved. He agreed with Commissioner Krech in that is probably why that rule is out there.

Vice Chair Schueller wanted to comment on the Golf Course and the serving of alcohol. The Staff here has mentioned that because of the family nature of our Parks and Recreation facilities, they are not recommending any changes in the way alcohol is sold. He feels that family nature applies to our Parks and the Community Center, but it's not quite the same situation at the Golf Course. The Golf Course is mainly, except early in the season when we have the high school golf teams playing there, mainly an adult facility. It's pretty much common practice to have alcohol served at golf courses. If you look at public and private courses throughout our area most courses do sell alcohol. It's pretty profitable for those courses, otherwise they wouldn't sell it. And with our course looking to make as much profit as possible, he doesn't know that closing the door to alcohol sales there is a good idea. It could provide additional revenue for us. In regards to serving alcohol there, they don't receive significant feedback from customers. He doesn't think the process is in line to get the feedback from the customers. People don't walk up and ask for those types of things. We need to get a focus group together to figure out if they want alcohol or not. He doesn't take it for granted that they don't want it due to lack of feedback. The Staff doesn't suggest it, but that doesn't mean that's the final answer. He thinks we need to look into other courses and their alcohol sales, and not just close the doors simply because Staff suggests it. He will concede that Inver Wood doesn't have the facility that would be conducive to alcohol sales. We don't have the space for it. If we enhance our programs there, it will bring more people in there, and more people there may want to drink some alcohol after they play golf. It's common after tournaments, men's clubs, or leagues, to sit down and have a few drinks, and it's not at a bar type situation, but at a table. If there could be a change to the facility there, we should look hard at having more alcohol sales there right now not only for the pleasure of those playing golf there, but to generate more revenue.

Director Carlson stated that Staff would agree that the way Inver Wood is set up today, it is not conducive to increasing the kind of alcohol that is provided at the course. However, if the clubhouse is added onto, or constructed in a way that you can separate the alcohol from the rest of the users of the facility, that is a different conversation that we need to have.

Vice Chair Schueller commented that if we did have a larger facility we could have wedding receptions and other events which would be conducive to having more alcohol sales.

Commissioner Krech felt they could add on a bar and then have a liquor license.

Chair Eiden agreed with both Commissioners in that the rules as we have them are guidelines to help a majority of people. He also agreed with Vice Chair Schueller that as conditions change at the facility that would warrant changing the ordinance. Since we don't know yet, we should keep things the way they are as it's working until there is a reason to make a change.

Director Carlson wanted to make sure he understood how the Commission felt about the issue. You are comfortable with the way the ordinances are written today with regards to Parks and Recreation but should Inver Wood or the Clubhouse change, then you would want to revisit the type of alcohol sales and consumption that is provided there to meet whatever those facilities would allow. That information is what he would pass onto the City Council as it goes to a second and third reading. They wanted your feedback on the issue.

Commissioner Tix asked if not having alcohol reduces the users at the Golf Course and the softball complex? Both of those are groups that could decrease usage if they are not allowed regular beer. She doesn't recall a tournament where there isn't alcohol and you know it isn't going to be 3.2 that's used.

Chair Eiden felt that is a question we need to pursue.

Commissioner Hapka agreed with Vice Chair Schueller. People do like to have a drink or two after a game, but the facility isn't conducive to that at this time. Maybe they could condense the shop area. Are they selling a lot there? Can they condense that down? If we are trying to make money, we should be trying to sell concessions and have people linger and that's when they are going to spend the money. Maybe we can discuss this further down the line. She agrees with the tournaments as well. Are people overlooking the facility due to this?

Chair Eiden stated we are fine with leaving the ordinance the way it is, but if there is a change in facilities and we verify that a change is needed, we want that change to be considered also.

B. Department Happenings

Director Carlson had one thing to point out that was not part of the report. Tomorrow is the Minnesota Recreation Park Association Annual Membership Meeting and also an awards banquet. This Commission's Chair, Al Eiden, will be receiving the 2013 MRPA Board and Commission Award for his hard work and leadership with the Inver Grove Heights Park and Recreation Commission over the last 20 years. He thanked him for all of his service and hard work.

Everyone congratulated him.

Chair Eiden stated he has been able to run short meetings due to all the Commissioners. He says it has been enjoyable.

Director Carlson will stand by for any questions the Commission may have.

D. Future of Our Parks Report – Park and Recreation System Plan

Chair Eiden stated they have not met since the last month.

Director Carlson stated that awhile back a proposal was brought forward to the City Council asking that they hire consultants to help us do some detailed park planning. That proposal was turned down. Since that time City Staff, Engineering, the Planning Department, and Parks and Recreation, have met to see what we can pull together. Right now all we have are some circles on a map in the northwest area. As developers come in, and there is a fair amount of interest in development in that area for 2014, we want to make sure we have a better idea of what is needed out there. We don't want to be caught off guard with that. We hope to have that here for the Commission to review the first half of the year.

C. Review the Role of a Park Commissioner

Vice Chair Schueller questioned some information in their packet regarding conduct for parks and recreation areas. This is a separate item, but doesn't relate to the alcohol ordinance?

Director Carlson responded that is the current ordinance for the park rules in the park system. You reviewed this in 2011. It does pertain to the alcohol in part. The alcohol part can be found on page 5 of 6.

Vice Chair Schueller felt it was somewhat confusing. On page 2 of 6, point number 8 mentions "you cannot launch mechanically propelled boats". Are you talking about model boats?

Director Carlson responded, no, it's a rowboat with a 15 horse engine propelled behind it. It's not a radio controlled boat.

Vice Chair Schueller asked about point 12 at the top of page 3 of 6. It says "unlawfully interfere with, obstruct, or attempt to obstruct, or render dangerous for passage, with any area without first obtaining permission from the City Administrator". He doesn't understand what they are talking about.

Director Carlson responded what they are talking about is that someone couldn't go into the park and alter the conditions of the park, without first getting permission from the Park and Recreation Department. You need permission from Staff to dig a hole in the park.

Commissioner Tix stated you needed to get permission to dig a hole anywhere in the park, for example to dig a hole for a new sprinkler head. Anyone would need permission, including a vendor.

Vice Chair Schueller asked about page 6 of 6. "Breaking any of these rules or regulations is a misdemeanor." Is that enforced by our law enforcement? Have we had any complaints about this?

Director Carlson responded yes. We get a monthly report from the Police Department about the parks system and the Community Center. He doesn't know what happens to each of those calls.

Chair Eiden went back to the agenda item. We sometimes review our manual, especially when we have new Commissioner's come on, and new Council Members come on. He wants to make sure we are all on the same page. If you want to make changes, we need to discuss this and make the necessary changes. He doesn't know that there is anything that needs to be changed, but if anyone has any questions about how the Park Commission should operate, those are comments we could take into account. His preference is to take a couple of minutes once a year to see if there is anything we should change. There isn't anything specific that we can't deal with. We need to make sure where we are with our responsibilities as an Advisory Commission.

Commissioner Krech commented it is their job to review costs and how to fix problems. He looks at the Golf Course that hasn't made any money in 15 years and is taking funds out of our program. He doesn't know if we can keep running it the way we are running it. He would like to make a recommendation to the Council that this course look at being outsourced. Both the management and course maintenance. Where do we go when we constantly can't make money at the Golf Course? A business closes doors if they can't make money, and this has been open this way for 15 years. This place should break even at least. He has talked to many Council Members over the years, and has no idea why we can't get this thing turned around. We have reports that have been done. They state it's too expensive to run and there is too much Staff. We spent money on a report and have done nothing about it. Here we are charging kids more to play in sports while this place provides services for just 20% of people and losing money over the years. We need to make a recommendation to Council to go out for bids in some way and have someone take care of this. He is looking for ideas.

Commissioner Freer read an article over a month ago that stated they are all losing money. Cities are taking a hard look at where the money is going. People are going to the Golf Course, but most that use it don't even live in Inver Grove Heights. It's not going to get any better there, nor any cheaper. It's going to lose money every year. He loves golf, and loves going up there, but he doesn't believe we should be taking away from others just for this small group for people.

Commissioner Hapka agreed and would support this. This can't go on and has to be studied. You can't just have an outside management company come in and have it work out. It needs to be studied and looked into.

Commissioner Freer stated if this were a housing complex, they are paying taxes. The course doesn't. We are losing dollars by not discussing this issue further.

Commissioner Hapka loved having the golf course there, but agreed that we can't keep losing this kind of money. We need to look at something else.

Commissioner Krech only knows of one Golf Course that pays real estate taxes and they actually do make money. They have tournaments, make lunches, etc. This course should break even and it doesn't.

Commissioner Huffman commented they continually lose money on the golf course.

**Motion by Commissioner Krech that we take a recommendation to the City Council for the management and maintenance of the facility and have it outsourced. We should have two or three companies bid and manage this and at least it has to break even. We can't afford to keep this.
Seconded by Vice Chair Schueller.**

Vice Chair Schueller stated the facility at Inver Wood is far better than any courses in our area. As soon as the Golf Course can change the management philosophy there, it will become much more profitable and successful. Other cities, such as Woodbury, have looked into how to make changes, such as management, and they have turned things around to be more profitable. We had Global Golf Advisors come in to advise us at a cost of over \$50,000. Most of those suggestions were followed. Some of the most important things have not been put into action. By not putting them into action in a proper way, we continue to have less rounds and revenue than we should have. We were successful in the 90's. One of those reasons is because we had interest groups there. We had the Men's Club, Women's Club, Men's Leagues, and more tournaments. We have one tournament there now and we should have more. They are not taking advantage of opportunities that could turn them around. We need to move away from current management and move forward with the process of finding third party management. He doesn't see a lot of input from the Community. You need regular core golfers that go there on a regular basis. We have done a good job with seniors, but not a good job with other special groups such as Men's, Kids, Women's, etc. It is time to move forward.

Commissioner Tix doesn't want the golf course to go away. She wants it to continue to be used and profitable. When we were talking about development, not only would it be a development where we would be gaining taxes from residents, it would also help out the Target over there. That in turn, would have more people, and build up more businesses there, which would help the economy of Inver Grove. It would be best for everyone involved if we could at least have the Golf Course be profitable or at least break even.

Commissioner Boehmer agreed with everyone. It's been 15 years; they need to at least break even. This is a good recommendation.

Commissioner Huffman isn't really a fan of the golf course, and didn't have an opinion.

Commissioner Freer thinks it needs to be studied. There has to be some information out there with what is going on with public owned courses over the last ten years. That information could include what the trend is, how they became profitable, why they sold. We need to gather that information and then make a solid recommendation to the Council as far as what option is open to the City to get out of this deficit. This could be brought back to us for further information. He thinks we need someone to tell us whether it is worth being profitable or not. Things are changing, and kids are changing what they are doing. Golf isn't what it used to be. He doesn't know that it's that strong a sport anymore.

Chair Eiden has suggested that not only the Golf Course, but everything that we have set up as an enterprise zone. These places that we expected users to help pay for the place, needs to be held accountable. You are depending on users, and most of them are not residents. There is a different objective or perspective on how you do these things. City Governments is intended to do certain things. Mostly it is to provide services to the people. When you establish an amenity that is expected to make money, you cannot keep subsidizing. One thing that people don't recognize is when we built the pool side of the area; the arena side was expected to at least break even. When the pool came in, it would take about \$300,000 a year, we didn't have it, but we did it anyway. We need another \$300,000 to \$400,000 for Parks and Recreation to make the plans and amenities most people want, work. It's not there. He's been an advocate of privatizing the enterprise zones since they started building here.

Commissioner Krech wanted to clarify his motion. It is to inform the Council that people from the Parks Commission, as well as people from their Commission, should work together to find a different source to manage that facility. We need to try to get that thing in line so we have extra money instead of going minus every year. He'd like to break even at this at least.

Vice Chair Schueller felt there might be a solution short of out-sourcing. We need to make changes and if they don't make changes they are going to continue to lose money at the rate they are losing money. This is all about getting people at the Golf Course and making sure costs and expenses are in line as well. The more people you put on that course, the more money you generate. We have 50% of that course that is being used for the year. If we can increase that usage like it used to be in the 90's, you can. Global Advisors stated Inver Wood needs more of that can do philosophy. We say no to so many things, we need to say yes. Let's look into it.

Commissioner Krech commented that maybe they can't afford to have 27 holes out there. We may have to go to 18. We need to break even. Maybe there isn't even enough usage. Right now we are saying we may have to cut trails or ball fields, as we don't have enough money. But if we only use 50% of the course, we need to look into changes there.

Commissioner Huffman asked how many holes are at this Golf Course?

Vice Chair Schueller responded there are 18 on the Championship Course and nine holes on the Executive Course.

Commissioner Huffman asked who plays what out there?

Vice Chair Schueller felt both courses are used about the same percentage. He felt it was advantageous to have an Executive Course as you can have leagues on there, or those that like to play the shorter course. It's also good for kids.

Chair Eiden stated the original motion was to recommend to the Council that we consider outsourcing the management and maintenance. Now we have had some discussion about having different things and studying it. Do you want the original motion, or a new motion that we recommend that the Council take some actions to make sure the golf course at least breaks even.

Commissioner Krech felt we need to outsource the management and maintenance of it, along with some of us helping them look for people to come in and do something better. Unless we look at outsourcing, we are going to have the same problems we have had.

Chair Eiden stated that the motion here is to look into outsourcing the maintenance and management at the Golf Course and that two or three members of our Commission will assist in that process with the Council.

Vice Chair Schueller has heard it is very difficult to find people who are going to bid on this process. Outsourcing is easy to say, but hard to find people to do. Since they may not find anyone to bid on it, then they may not do anything.

Chair Eiden responded if that is the case we bring it back for another proposal.

Commissioner Krech knows there are some people in the area who offer that service. These people may be interested in quoting a price here, or at least give us some options.

Director Carlson stated the City Council already has Staff looking at the outsourcing topic. They have directed Staff to do so. They have a timeline for which they expect information to be brought back to the City Council.

Chair Eiden asked what the timeline was?

Director Carlson felt it was the first half of 2014.

Vice Chair Schueller felt the motion will help them know we support this concept.

Commissioner Krech would like some of this Council to be involved. Someone must know someone that does this type of thing.

Commissioner Freer felt the Golf Course has always felt like a separate thing and not part of Parks and Recreation. Council does what they want to do with it, and we don't have much a say with it. He thinks they should. Based off this discussion here, we all somewhat feel the same way. We want a fix to it.

Chair Eiden suggests that we should still send this proposal forward to reinforce what they are going to do.

Aye: 8

Nay: 0 Motion carried.

10. COMMISSION COMMENTS:

Commissioner Freer congratulated Chair Eiden on his award. 20 years with the City is not an easy thing to do. Volunteering your time monthly and all the studies you have done and pushed through is great. Congratulations.

Commissioner Hapka would also like to thank Chair Eiden for his years of commitment to the City of Inver Grove Heights. 20 years is commendable. He has done a spectacular job, has been a good leader for us, and runs good meetings and we appreciate that.

Commissioner Boehmer agreed. 20 years is great and you are a good leader.

Commissioner Huffman thanked Chair Eiden for putting up with him, Commissioner Krech, and Vice Chair Schueller.

Vice Chair Schueller congratulated Chair Eiden, as well as Commissioner Krech. He also wanted to thank all who have served this Commission for so long, and those who have also served previous to us who did an outstanding job. Thanks to all who volunteer, especially in Cities and Schools. Things depend on volunteers. Chair Eiden deserves all the recognition he gets.

Commissioner Krech stated Chair Eiden is very efficient. He tried to get facilities into this town which is very difficult to do. He got two sheets of ice here. When they spoke of the water facility, which was needed for the school with a swimming pool, diving pool, and water park, he himself didn't think they could get something going that can be used for two things. Chair Eiden alone, went in and sold this at a Council meeting. If you want to accomplish something in town you have Chair Eiden do it for you. He thanked him for doing a good job. We have to do things for our Community.

Commissioner Tix congratulated Chair Eiden as well.

Chair Eiden wished to let everyone in town know we are heading into 2014. We hope it will be exciting and profitable in terms of programming and all we intend to do. He wants to thank the Commission. It's nice to get an award and serve. You are only as good as the people you work with. There have been some great people that have been on this Commission and are on the Commission. He thanked all of them very much. For all those out there, if you want to know what is going on in the parks system and park programming, feel free to come to our meetings and see the things that are going on in town. It's your input that will tell us what we need to be doing in the future.

11. ADJOURN

Motion by Commissioner Huffman seconded by Commissioner Freer, to adjourn the meeting at 8:42 p.m.

Aye: 8

Nay: 0

Motion carried.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Review 2014-15 VMCC Ice Rates

Meeting Date: February 12, 2014
 Item Type: Regular Agenda
 Contact: Eric Carlson 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

	None
	Amount included in current budget
	Budget amendment requested
	FTE included in current complement
	New FTE requested – N/A
X	Other

PURPOSE/ACTION REQUESTED

Consider 2014-15 Ice Rates for the VMCC.

SUMMARY

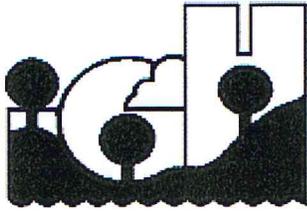
The Commission is asked to establish ice rates each year as outlined in Section 3.1.1 of the lease agreement between the City of Inver Grove Heights and Independent School District 199 for the Armory and for the Inver Gove Heights Veteran’s Memorial Community Center (VMCC). Doing so will allow the City to charge ISD 199 for ice Time used by the boys and girls high school hockey program and physical education classes outlined in the lease

The City and School District entered into a lease for the use of the VMCC in May of 1995. The lease requires the School District to pay the City a sum of \$100,000 annually for the construction of the VMCC over a 20-year period resulting in a contribution of \$2,000,000. Additionally, the lease outlines the City can charge the School District for ice time used by the District for athletics and physical education classes.

The lease also stipules that the Community Center Advisory Committee (CCAC) consisting of the City Administrator, Finance Director, Park and Recreation Director, School District Business Manager, and Activities Director meet to discuss operational issues at the CCAC. The CCAC is charged with establishing the market rate ice time at the VMCC by using a prescribed list of area arenas to establish an “average” ice rate.

The proposed ice rate for 2014-15 are recommended to increase by \$5/hour to \$205/hour. Our ice rate history is as follows:

2007-08	\$175
2008-09	\$185
2009-10	\$190
2010-11	\$190
2011-12	\$190
2012-13	\$200
2013-14	\$200
2014-15	\$205 (proposed)



City of Inver Grove Heights
Veteran's Memorial Community Center

2014-2015
Ice Rate Study

Arena	2013-2014 Prime	2013-2014 Non- Prime	2014-2015 Prime	2014-2015 Non- Prime
Cottage Grove	\$200	\$130	\$205	\$135
Eagan	\$200	\$135	\$200	\$135
Lakeville	\$215	n/a	\$215	n/a
Rosemount	\$185	\$125	\$195	\$125
South St Paul	\$200	\$155	\$200	\$155
West St Paul	\$193	n/a	\$196	n/a
Edina	\$205	\$165	\$205	\$165
Burnsville	\$185	n/a	\$220	\$185
Minnetonka	\$190	n/a	\$200	n/a
Parade (Minneapolis)	\$180	\$150	\$180	\$150
Average	\$195	\$142	\$202	\$150
Maximum Market Rate 5% greater than average	\$205	\$149	\$212	\$158
Current VMCC Rate	\$200	\$135		
Proposed VMCC Rate			\$205	\$140

Notes:

- Lease allows rate to be below market, at market, but no more than 5% above market.
- Provides users of 675 or more hours of ice between October 1st and March 10th a \$10 per hour discount.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Consider Recommendation for Awarding a Contract and Funding of the Dakota County Trailhead Project Located in Swing Bridge Park

Meeting Date: February 12, 2014
 Item Type: Regular Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:
 None
 Amount included in current budget
 Budget amendment requested
 FTE included in current complement
 New FTE requested – N/A
 Other

PURPOSE/ACTION REQUESTED

The Commission is asked to recommend to the City Council funding for the Swing Bridge Park trailhead improvements in cooperation with Dakota County. The City's funding comes from the \$1,000,000 State Bonding Grant and is in the amount of \$439,400.

SUMMARY

Over the course of the last 8-12 years the City and County have been planning for the Rock Island Swing Bridge, Mississippi River Regional Trail, and Heritage Village Park with a cooperative spirit knowing these improvements will benefit both City and County residents. We have shared resources, planning processes, and provided access to land to accomplish our common vision of constructing these recreational improvements. The County took the lead on the Mississippi River Regional Trail and the City has taken the lead on the re-use of the Rock Island Swing Bridge. Both the City and the County have been cooperating on the trailhead improvements that will bring a parking lot, restroom facility, picnic shelter, and other improvements to Swing Bridge Park that are consistent with the County's MRRT Master Plan and the City's Heritage Village Park/Rock Island Swing Bridge Master Plan.

We have entered into a series of agreements that outline the relationship between the City and County which include:

- Easement Agreement
- JPA for the Construction and Cost Contribution
- JPA for the Maintenance, Use and Operation
- Maintenance Agreement

In the fall of 2013 the County received a single bid in the amount of \$1,800,000 for the project which both the County and City agreed was too high and was rejected as outlined in Section 5.2 of the JPA.

Over the winter the project was re-bid as follows:

	Engineer's Estimate	Black & Dew	Braden	Meisinger	Ebert
Base Bid	\$1,247,405	\$1,329,344.10	\$1,432,061.94	\$1,430,639.25	\$1,491,003.97
Alt 1 (Stairs/Landscaping)	\$62,245	\$64,830.23	\$63,055.56	\$58,949.60	\$79,210.70
Alt 2 (Irrigation)	\$40,000	\$44,940.00	\$7,355	\$23,300	\$32,844
Total	\$1,349,650	\$1,439,114.33	\$1,493,472.50	\$1,512,888.85	\$1,603,058.67

It is recommended that the Commission support the bid submitted by Black & Dew in the amount of \$1,439,114.33 and proceed with the base bid and Alt 1 and Alt 2 so that we can complete the project and to ensure that all of the necessary amenities are in place when the project is opened for public use in the fall of 2014 or spring of 2015 depending on the construction schedule/season.

Cost contributions for the project would be as follows:

	Construction	Contingency	Total
City of Inver Grove Heights	\$417,400	\$22,000	\$439,400
Dakota County	\$1,021,715	\$50,000	\$1,071,715

The City's funding for the project comes from the State of Minnesota Bonding Grant we received in March of 2010. A summary of the use of these funds is as follows:

State of Minnesota Bonding Grant	\$1,000,000
2012 65 th Street Improvements	\$164,000
2014 Trailhead Improvements	\$439,400
Balance (by December 31, 2015)	\$396,600

The Park and Recreation Commission and City Council can be very excited to complete this project and should be extremely proud of all of the cooperation with the County Board, City Council, Dakota County staff, City staff, and our consultants. These improvements will be used and appreciated by the public for years to come.

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

RESOLUTION NO. _____

**RESOLUTION APPROVING THE
MRRT/SWING BRIDGE PARK TRAILHEAD IMPROVEMENTS IN CONJUNCTION WITH
DAKOTA COUNTY**

WHEREAS, the City of Inver Grove Heights and Dakota County have been working on the development of the Mississippi River Regional Trail, Heritage Village Park, and the Rock Island Swing Bridge public improvements and share a common vision; and

WHEREAS, the City's and County's Master Plans envision a trailhead facility that includes a parking lot, restroom facility, and picnic shelter; and

WHEREAS, the County has received a low bid for the project in the amount of \$1,439,114.33; and

WHEREAS, the City's share of the project is \$439,400 and the County's share of the project is \$1,071,715; and

WHEREAS, the City's contribution towards the project will come from the State of Minnesota Bonding Grant (SG-2010-049); and

WHEREAS, the City and County have in place a Joint Powers Agreement that outlines the future maintenance and operations responsibilities for the improvements; and

NOW, THEREFORE, BE IT RESOLVED the City of Inver Grove Heights adopts a resolution supporting the trailhead improvements and funding.

Adopted by the City Council of Inver Grove Heights this 24th day of February 2014.

George Tourville, Mayor

ATTEST:

Melissa Rheaume, Deputy City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Discuss State Grant (SG-2010-049) Rock Island Swing Bridge – Heritage Village Park

Meeting Date: February 12, 2014
 Item Type: Regular Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Mark Borgwardt
 Tracy Petersen
 Al McMurchie

Fiscal/FTE Impact:
 None
 Amount included in current budget
 Budget amendment requested
 FTE included in current complement
 New FTE requested – N/A
 Other

PURPOSE/ACTION REQUESTED

The report provides an update to the Commission on the status of the State Grant the City received for the Rock Island Swing Bridge/Heritage Village Park. It is requested that the Commission prioritize and make a recommendation to the City Council any project(s) you would like developed in Heritage Village Park using the available balance from the State of Minnesota Bonding Grant of \$1,000,000 (estimated balance is \$397,000).

SUMMARY

The City of Inver Grove Heights received a \$1,000,000 grant from the State of Minnesota in March of 2010. The grant must be used for park and trail development on the west bank of the Mississippi River/Rock Island Swing Bridge, and must connect with any local, regional or state trails in the vicinity. Eligible projects are park and trail improvements. Grant proceeds can not be used for property acquisition.

To date the City has spent \$164,000 on park improvements connected to the 66th Street improvement project in 2012. On Monday, February 24th it is anticipated that the Council will be asked to approve funding in the amount of \$417,000 + \$22,000 (\$439,000 total) in contingency for the construction of a parking lot, trailhead building, and picnic shelter in cooperation with Dakota County (the County’s share is \$1,071,715). Assuming approval, there will be a balance of approximately \$397,000 that must be used on grant eligible improvements prior to December 31, 2015.

The City has a Master Plan for the future development of Heritage Village Park that was approved by the City Council in 2012 (Exhibit 1). There are currently four (4) properties that are privately owned that fall within the future boundaries of the park (Exhibit 2) that make planned improvements challenging until the City does gain ownership through the Doffing Ave acquisition program.

In an effort to utilize as much of the grant funds as possible, staff has developed the following suggestions for discussion purposes:

Bury Overhead Utilities

There are overhead utilities (electric/cable/telephone) which bisect the park property at approximately 64th St. Burying these utilities may be a grant eligible expenditure that would improve the aesthetic appearance of the park property. The estimated cost to bury the utilities is \$100,000 - \$200,000.

Parking Lot on 65th Street

While there are no formal improvements to Heritage Village Park other than the Mississippi River Regional Trail (MRRT), people do park along 65th Street to access the park for biking, walking, exercise, etc. The construction of a parking lot may be a grant eligible expenditure and is estimated at \$100,000 - \$200,000. It is recommended that if this option is explored that the reconstruction of 65th St be completed at the same time. A rough estimate for the reconstruction of 65th between Concord and Doffing is \$600,000 and would not be grant eligible.

Historic Interpretation

The City and Dakota County applied for a Historical Interpretation grant with the Minnesota Historical Society but was unsuccessful. A portion of the funding would have been used for historical interpretation at the Rock Island Swing Bridge/Mississippi River Regional Trailhead. Installation of historical interpretation may be a grant eligible expenditure that would cost \$25,000 - \$50,000.

Relocate Old Town Hall and/or Old School House

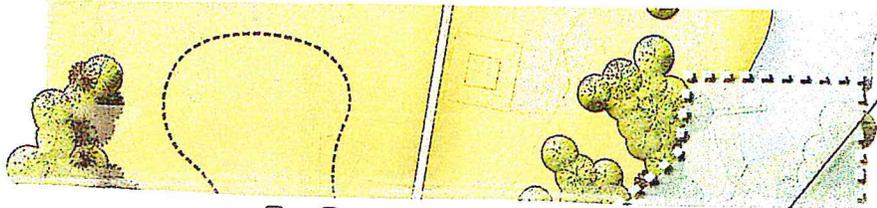
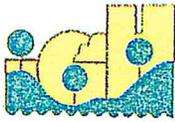
The Master Plan for the park suggests that Old Town Hall and/or the Old School House (located at Rich Valley Park) be moved to the park. The estimated cost to move and remodel the Old School House is \$350,000 - \$450,000 and Town Hall is \$300,000 - \$400,000 and may be grant eligible. Potential uses for the buildings in the park include:

- Private business leases/rents the space (Lawyer, dentist, etc.)
- Non-profit organization leases/rents the space (Audubon Society, FMR, etc.)
- Private owner operates a concession operation (ice cream, coffee, sandwiches, etc)
- Private owner operates a bike rental/repair operation
- Local art group(s) utilize the space (i.e. River Heights Art Alliance)

The Commission is also aware that Senator Metzen and Representative Atkins will be sponsoring a \$3,500,000 Bonding request for Heritage Village Park during 2014 Legislative Session. As a part of the Bill's language, we have asked that the City would not be required to match the grant and that the bond proceeds could be used for

- Property acquisition (could be used for the four remaining properties on Doffing)
- Park improvements (capital improvements in the master plan)
- Infrastructure improvements (roadway/water/sewer improvements on Doffing and 65th)
- Storm Water improvements

The Commission recommendation will be forwarded on to the Council for further discussion. Staff will work with the Park and Recreation Commission, City Council and the Metropolitan Council to make sure any of the proposed improvements are consistent with the Master Plan and eligible for reimbursement through the State Grant.



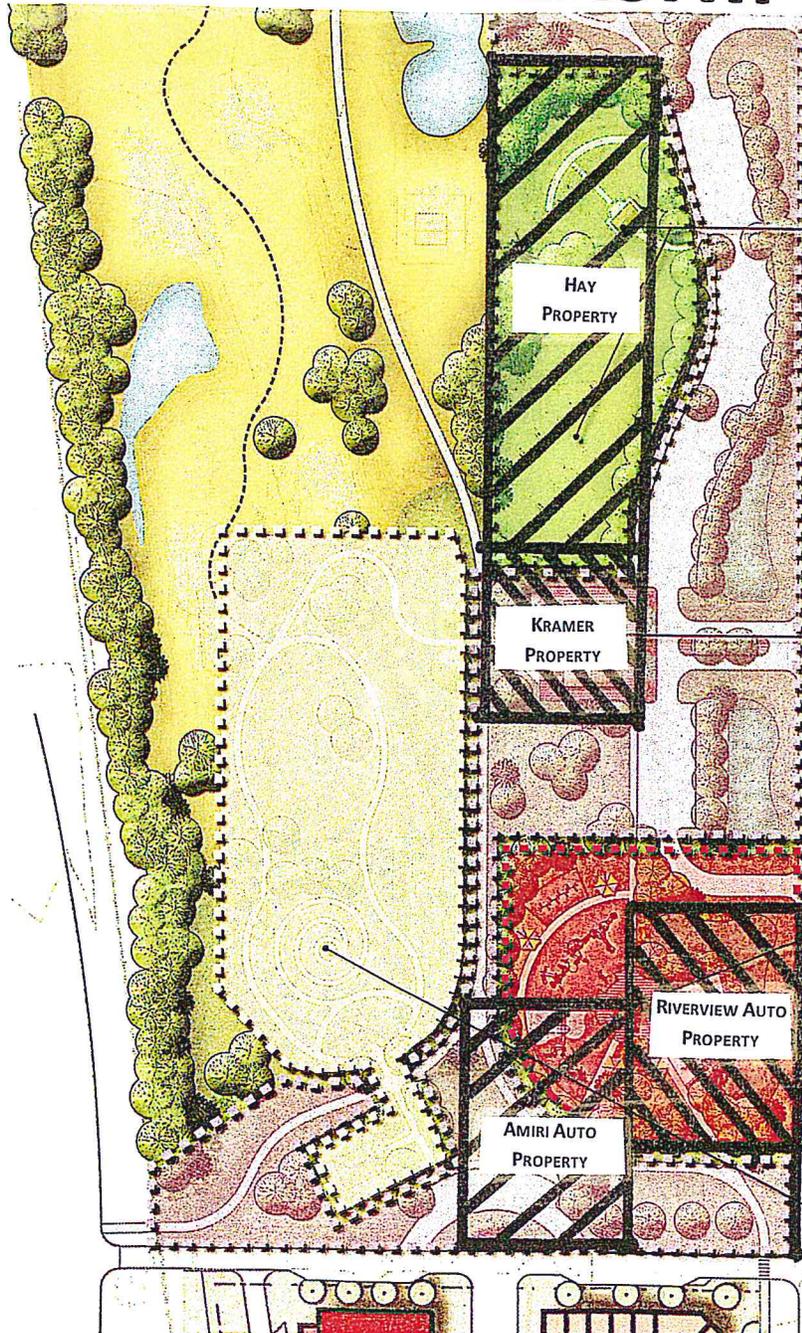
**Area #1:
Pond Picnic Area**

- * Picnic Shelter
- * Trail Connections
- * Fishing Pier

HERITAGE VILLAGE PARK

PROPERTY OWNERSHIP

EXHIBIT 2



**Area #2:
Performance Area**

- * Lawn Seating Areas
- * Performance Stage
- * Informal Lawn Space

**Area #3:
Park Building, Parking
& Trails**

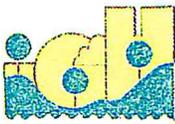
- * Multi-Purpose Building
- * Parking Lots along Doffing
- * Parking Lot along 65th
- * Park Monument Signage
- * Trails / Walks

**Area #4:
Playground Area**

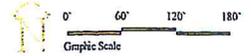
- * Multi-age Playground
- * Splash Pad
- * Picnic Shelter

**Area #5:
Heritage Trails**

- * Trails / Walks
- * Display Areas & Signage
- * Seating & Viewing Areas
- * Potential Building Relocation



Heritage Village Park ON THE MISSISSIPPI RIVER



Infiltration Area:
Land set aside for stormwater system/ infiltration basins (approx. 3 acres) - nature trail could possibly wind through this area

Heritage Memorial Trail:
Trail loop system with a central path rotating up a mound - trails contain a variety of historical / interpretive displays including signage, artifacts, or even historical buildings

- Native / Naturalized Landscape
- Pier on Pond
- Large Group Picnic Shelter
- Natural Picnic Setting with Streambed to Pond
- Parking Lot
Approx. 95-100 spaces in three lots up to building
- Small Performance Area
- Doffing Ave.
Upgraded with widened road width
- Informal / Multipurpose Lawn
- Main Park Building
Picnic shelter w/restrooms
- Main Park Entrance
- Parking Lot
Approx. 25-30 spaces
- Picnic Space
- Rain Garden / Infiltration Basin
- 100 yr Floodplain
- Play Area
Community sized playground areas separated by age/use with splash pad and centrally located picnic shelter
- Parking Lot
Approx. 10-12 spaces with links to regional trail system
- Park Monument
- Trail Connection to Rock Island Swing Bridge

BRAUER & ASSOCIATES, LTD.
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Knoxville, TN 37918
Tel. 765-541-6000
Project #1702-220

MASTER PLAN EXHIBIT 1

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Future of Our Parks Report

Meeting Date: February 12, 2014
Item Type: Administrative Presentations
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Mark Borgwardt
Tracy Petersen
Bethany Adams

Fiscal/FTE Impact:
 None
 Amount included in current budget
 Budget amendment requested
 FTE included in current complement
 New FTE requested – N/A
 Other

PURPOSE/ACTION REQUESTED

The subcommittee will provide the full Commission with monthly updates regarding efforts to update our Comprehensive Park Plan and Development Guide.

SUMMARY

The Commission set up a sub-committee consisting of Chair Al Eiden and Commissioners Mary Hapka along with Park Superintendent Mark Borgwardt, Recreation Superintendent Tracy Petersen, and myself.

We will provide the entire commission with an update each month.

Feel free to ask appropriate questions regarding the sub-committees efforts.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Confirm the Commission’s Support for the Trail Gap Study

Meeting Date: February 12, 2014
 Item Type: Administrative Presentations
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:
 None
 Amount included in current budget
 Budget amendment requested
 FTE included in current complement
 New FTE requested – N/A
 Other

PURPOSE/ACTION REQUESTED

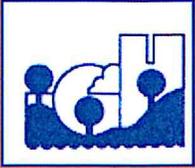
In 2011, the City went through a public process to identify the City’s trail and sidewalk needs. As a part of the process a map was developed that identified a number of “gaps” in the trail and sidewalk system. The Commission is asked to confirm their support of the 2011 Trail Gap Study.

SUMMARY

The 2001 Trail Gap Study is attached and outlines the process the City went through. As a part of the process a trail gap map was created that identified gaps and prioritized them. One of the gaps in the sidewalk/trail system is found along College Trail and also on Barbara Ave.

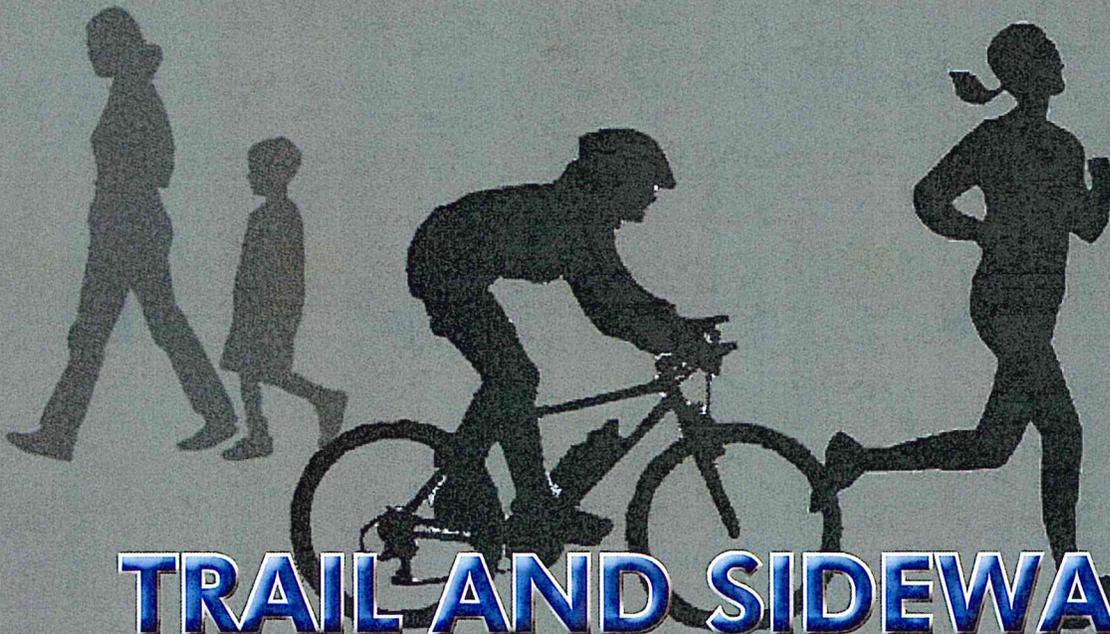
The Public Works Department is proposing to reconstruct College Trail between Broderick Blvd and Cahill and as a part of the project a trail/sidewalk combination is proposed to be constructed (Gap P). Additionally, Barbara Ave is proposed for reconstruction from 80th to approximately City Hall and a sidewalk is proposed to be constructed (Gap R).

There will be a public open house on Thursday, February 13th from 5:30 – 7:00 at City Hall and the neighborhoods around these projects have been invited to attend.



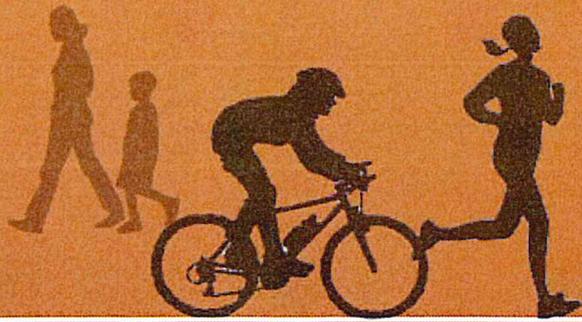
PREPARED FOR
the City of Inver Grove Heights

PREPARED BY 
Hoisington Koegler Group 



TRAIL AND SIDEWALK GAP STUDY

JUNE 1, 2011



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REPORT KEFOKI



INTRODUCTION

The City of Inver Grove Heights trail and sidewalk system works well, but has gaps and missing segments which hinder full use of the network. The City hired Hoisington Koegler Group (HKGi) to evaluate the trail and sidewalk network and to prioritize improvements that will be cost effective and fill the gaps and enhance the trail system. The Trail and Sidewalk Gap Study was funded by a Dakota County Active Living grant.

Study Goal:

Prioritize trail and sidewalk improvements to enhance connectivity and safety.

Study Objectives:

- Identify gaps in the trail and sidewalk network.
- Develop criteria to prioritize trail gap improvements.
- Make recommendations for trail gap improvements (locations, cost estimates and implementation strategies).



BENEFITS OF A CONNECTED TRAIL AND SIDEWALK SYSTEM

A trail and sidewalk “Best Practices” presentation was prepared and shown to the City officials and the public. The presentation portrays the benefits of trails and sidewalks for community livability, property values, economic development and sustainability. Some benefits of a connected trail and sidewalk system to Inver Grove Heights are:

Popular and cost effective - Trails and sidewalks are usable by all ages and abilities. Trails are the #1 desired recreation feature in IGH. Trails and sidewalks allow self-directed recreation (no staff or programming required).

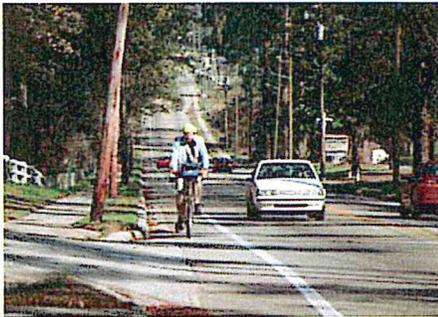
Promote healthy active living - Trails and sidewalks provide health benefits and exercise while going about daily activities. Trails and sidewalks improve individual and community health and reduce health care costs.

Provide environmental benefits - Allow people to connect with nature. Save energy and reduce emissions.

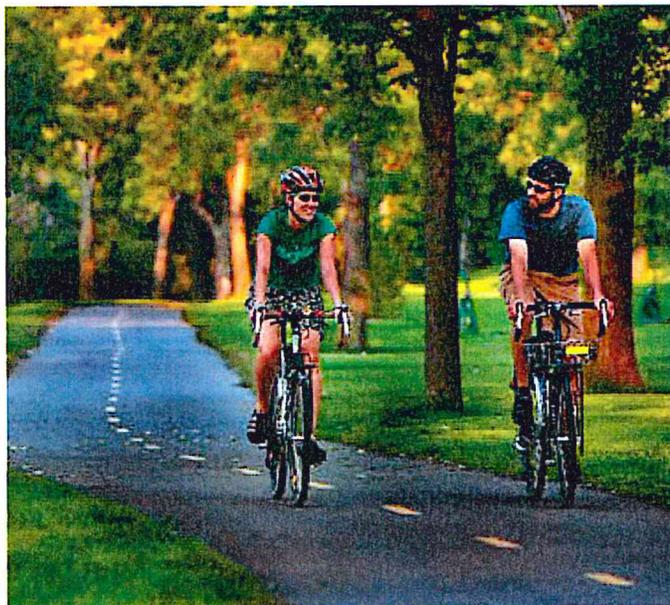
Encourage economic development - Promote tourism. Attract residents and businesses. Increase property values.

Enhance quality of life and community livability - Build sense of community. Foster social interaction. Connect people and neighborhoods.

Increased transportation options and mobility - Commuting, errands, to/from school, options for non-drivers (1/3rd of population), recreation and transportation roles, essential for an efficient transit system.



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PLANNING PROCESS

The trail and sidewalk planning process included:

- Field evaluation of existing trails and sidewalks.
- Analysis of destinations, barriers, connectivity options, opportunities and bike/walk needs.
- Use of existing plans and the recent Inver Grove Heights community survey.
- Coordination with planned road improvements.
- Identification and mapping of trail and sidewalk gaps.
- Preparing criteria for prioritizing improvements.
- Application of the criteria to the gaps to select recommended priority improvements.
- Preparation of cost estimates, potential funding sources and concept plans.
- Input and direction from the community, City officials and City staff.

COMMUNITY AND STAKEHOLDER INPUT

The public, City officials, stakeholders and City staff helped identify trail and bikeway needs, and define priorities for improvements. Meeting and input methods included:

- City staff coordination and planning meetings and field evaluations.
- City Council work session meeting and input.
- Parks and Recreation Commission meeting and input.
- Planning Commission meeting and input.
- Community Open House meeting – review and prioritization of gaps.

EXISTING CONDITIONS

The City of Inver Grove Heights has a system of approximately 35 miles of paved multi-use off road trails and 30 miles of sidewalks. Most of the sidewalks and trails are located in the largely developed central and north central portion of the city. These paved trails and walkways are supplemented by some natural surface trails in City parks and by Dakota County's Mississippi River Trail (MRT).

COMMUNITY OPEN HOUSE

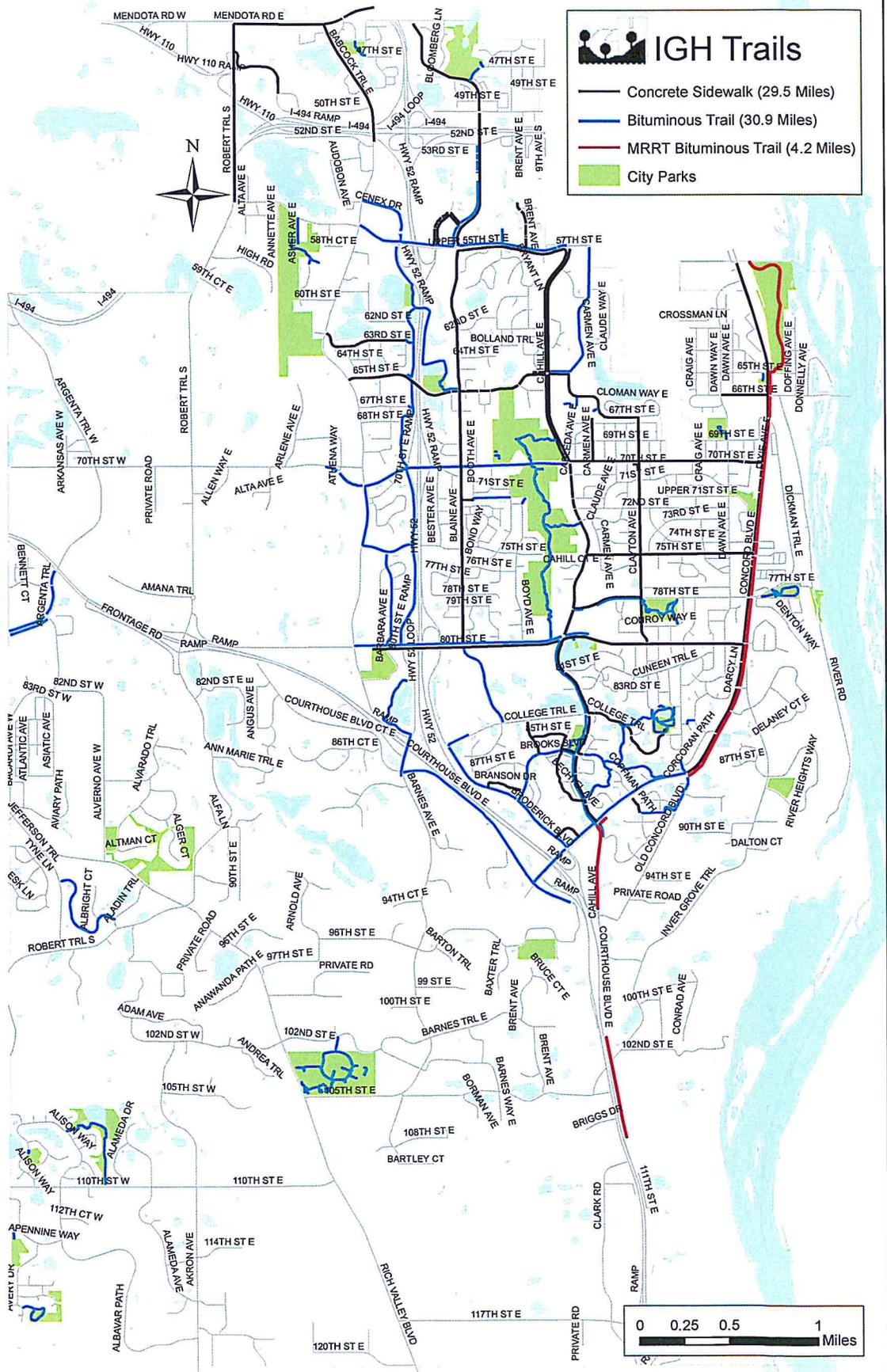
A community open house was held March 16, 2011.

Overall, Open House attendees were supportive of improving conditions for biking and walking. They identified the following needs for improving bike-walk conditions:

- Improve bike-walk to the entrances to the Community Center.
- Improve the street crossing at Barbara Ave and 80th Street.
- Pave trail connections to North and South Valley Park.
- Complete trail and sidewalk gaps.
- Create safer street crossings at busy roads.
- Add on-road bike lanes and wide shoulders for cyclists.
- Interest in a 'Complete Street' network where pedestrians, cyclists, transit and vehicles are accommodated.



Figure 1: Existing Trails and Sidewalks



GAPS AND NEEDS

The existing trails and sidewalk system is generally in good condition and serves the developed portion of the City well. There are several gaps in the sidewalk and trail the system which are problematic for users.

Gaps and needs within the Inver Grove Heights trail and sidewalk system include:

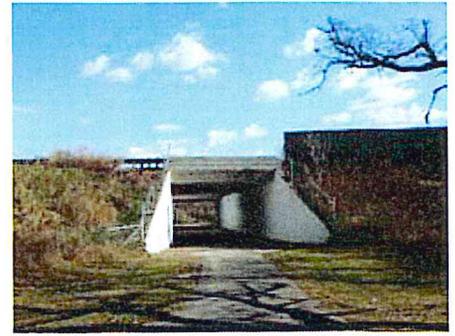
- A. Improved east-west connections for biking and walking.
- B. Improved bikeway connections to the Mississippi River Trail and the Mississippi River.
- C. Fill gaps to create loop trails connecting parks and neighborhoods on either side of TH 52.
- D. Enhancing walkability and safety at some schools and around City Hall/Community Center campus.
- E. Improving pedestrian and bicycle safety and convenience on some narrow and well traveled roads.

Identified trail and sidewalk gaps are shown on the Inver Grove Heights Trail and Sidewalk Gap Map.

GAP CRITERIA FOR PRIORITIZATION

Based on community and stakeholder input the following criteria were prepared for use in identifying priority improvement needs within the system.

- 1. Connects existing trails and sidewalks
- 2. Connects residents to key destinations - parks, regional trails, shops, senior housing, restaurants and community buildings (schools, library, community center, etc.)
- 3. Located primarily in the developed area of the City
- 4. Enhances safety
- 5. Minimal land use concerns
- 6. Increases recreation opportunities: Creates loop trails and/or connects to MRT
- 7. Has available right of way/public land
- 8. Is feasible and cost effective
- 9. Can be coordinated with planned road improvements



GAPS AND PRIORITY TRAIL AND SIDEWALK IMPROVEMENTS

The recommended trail and sidewalk improvements are shown on the Trail and Sidewalk Gap Map and are listed below. Specific recommendations can be found in Table 1 which follows. Priority projects highlighted in yellow and projects anticipated for 2011 construction are highlighted in green. Figure 3 on page 12 shows a detail of one of the highest priority projects, improvements to the Civic Campus (gap R).

- A. **Upper 55th Street from Highway 3/South Robert Trail to County Highway 73/Babcock Trail**
- B. **County Highway 73/Babcock Trail from 494 Bridge to Upper 55th Street**
- C. County Highway 73/Babcock Trail Upper 55th St. to Upper 63rd St.
- D. Upper 55th St. from Cahill Ave to 5th Ave South
- E. Trail link between North Valley Park and Cahill: add trail on 65th St. between Blaine Ave. and Cahill Ave.
- E-1 **Trail link to North Valley Park: pave north end of North Valley Park Trail**
- F. Dawn Ave from 70th St E to 78th St E
- G. Dawn Ave from 66th Street to Concord
- G-1 **Dawn Way from 70th St. to 65th St.**
- H. **66th St. from Dawn Way to the Swing Bridge**
- I. River Road from 66th St. E to 78th St E
- J. 75th St E from Highway 52 Trail to Cahill Ave.
- K. 78th St E just east of Cahill (south side sidewalk)
- L. **78th St E from Clayton Ave E to River Road**
- M. 80th St. from Cahill Ave to Concord/MRT
- N. **South end of South Valley Park: address grades and safety**
- O. Connections between schools/college/library
- P. **College Trail from Blaine Ave to Cahill Ave**
- Q. **East side of Broderick Street from College Trail to 80th Street**
- R. **Loop trail around Civic Campus south of 80th St E. (City Hall, Community Center, etc.)**
- S. 80th St. from Babcock Trail to Hwy 3
- T. 70th St. from Babcock Trail to Hwy 3
- U. **Mississippi River Regional Trail**
- V. Cliff Road/117th
- W. **Connection to paved trail in South Valley Park**
- X. Sidewalk on south side of 66th east of Dawn Way
- Y. Not Used
- Z. Blaine Ave - extend sidewalk north to South Saint Paul/ 21st. Ave.

Figure 2: Trail and Sidewalk Gap Map

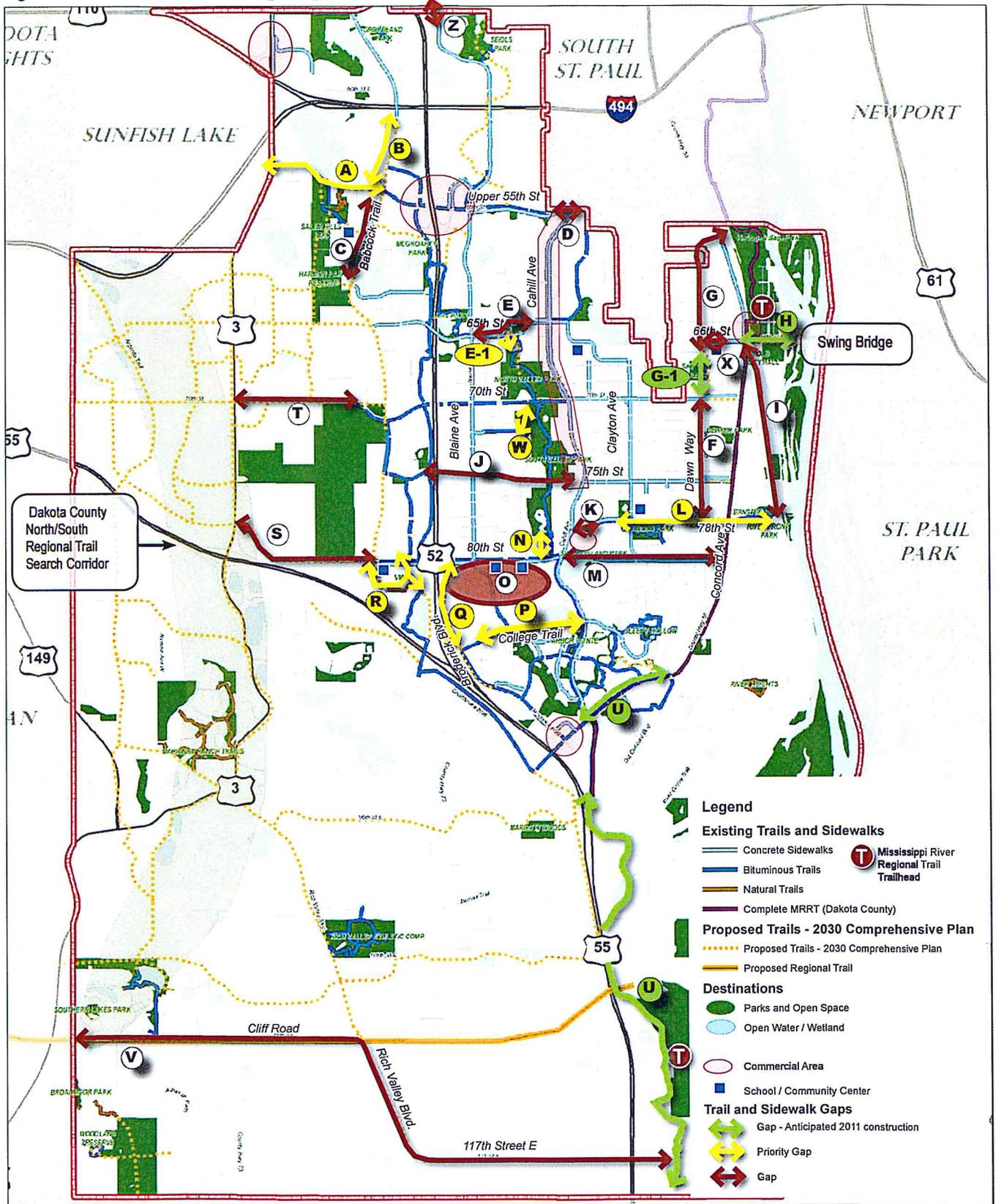


Table 1: Trail and Sidewalk Gap Recommendations

TRAIL AND SIDEWALK GAPS			CRITERIA										
Letter	Description	Length (feet)	■ Meets Criteria Well					□ Meets Criteria Moderately Well				Blank - meets criteria poorly	Priority
			Connects existing trails and sidewalks	Connects residents to key destinations	Located primarily in the developed area of the City	Enhances safety	Minimal land use concerns	Creates loop trail opportunities	Has available right-of-way	Is feasible and cost effective	Can be coordinated with planned road improvements		
A	Upper 55th Street from Highway 3/South Robert Trail to County Highway 73/Babcock Trail	3900	■	■	□	■				□	□	■	✓
B	County Highway 73/Babcock Trail from I- 494 Bridge to Upper 55th Street.	2510	■	■	■	□	■			■	■		✓
C	County Highway 73/Babcock Trail Upper 55th Street to 63rd Street.	3310	■	■	■	■							
D	Upper 55th St. from Cahill Ave to 5th Ave South	660	■	■	■	■					□		
E	Trail link between North Valley Park and Cahill: add trail on 65th St. between Blaine Ave & Cahill Ave.	3410	□	■	■		■	□			□	■	✓
E-1	Pave north end of North Valley Park trail	1,300	■	■	■		■	■	■	■	□		✓
F	Dawn Way from 70th St. E to 78th St. E	2690	□	■	■								
G	Dawn Way from 70th Street to Concord	3740	□	□	■	■		□	■	□	■		
G-1	Dawn Way from 70th Street to 65th Street		□	■	■	■		□	■	□	■		Planned 2011 construction
H	66th Street from Dawn Way to the Swing Bridge		■	■	■	□	■	■	■	■	■		Planned 2011 construction
I	River Road from 66th St. E to 78th St. E	5725	■	■	□			■	□				
J	75th St. E from Highway 52 Trail to Cahill Ave.	4850	■	□	■	□	□	■	■	□			
K	78th Street east of Cahill (south side sidewalk)	180	■	■	■	□	■	□	■	□			
L	78th St. E from Clayton Ave E to River Road	5130	■	■	■	□	□	■	□	□	□		✓
M	Trail on north side of 80th Cahill Ave to Concord Ave/ MRT	5345	□	□	■	□		■	□				

RECOMMENDATIONS -PRIORITIES ARE HIGHLIGHTED IN YELLOW

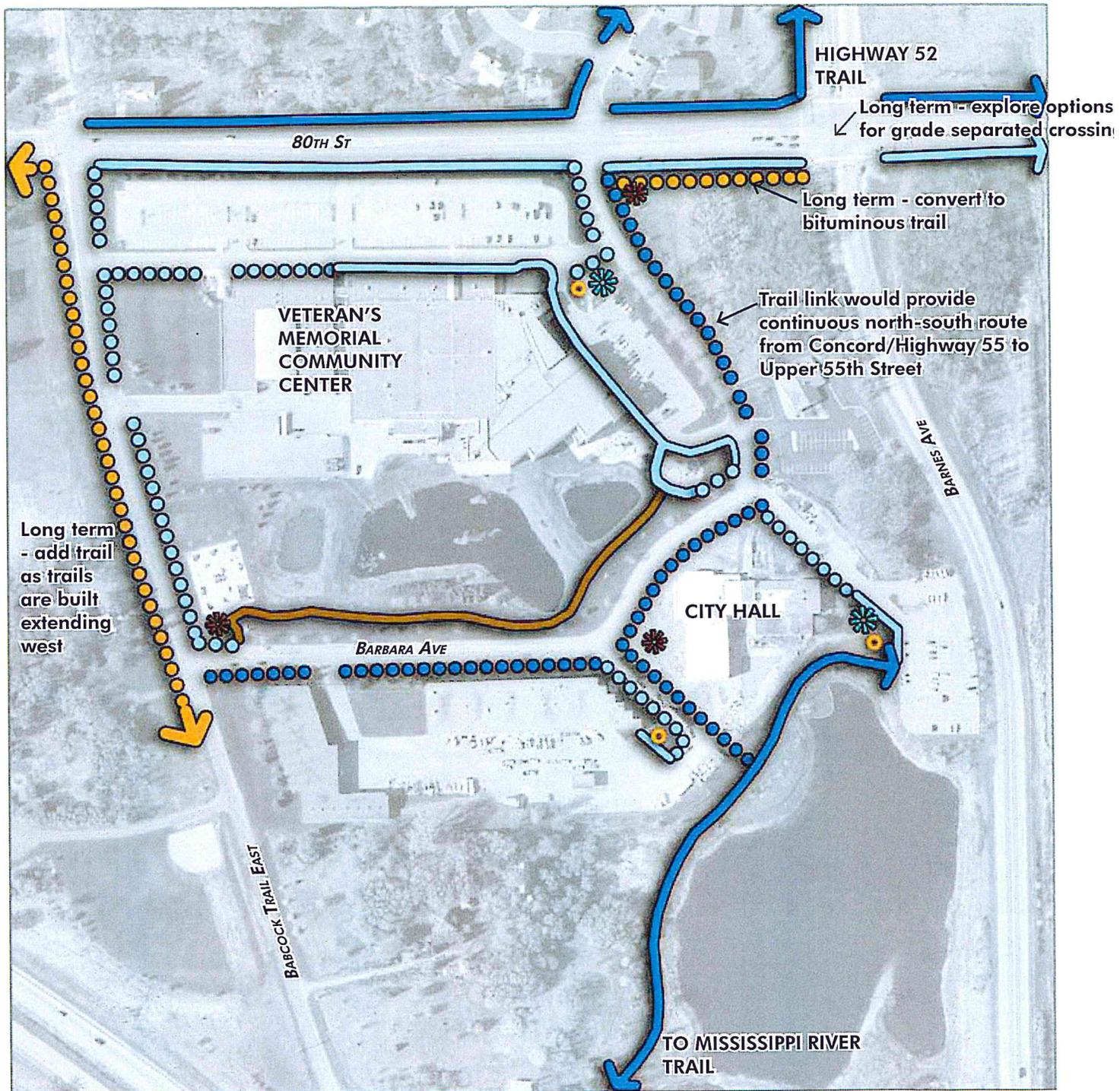
	Letter
<p>Install bituminous trail on both sides of the road along with road reconstruction (CIP 2017). Additional right-of-way, slopes and wetlands will need to be addressed.</p> <p><u>Notes:</u> Feasible in conjunction with road improvements that address R.O.W acquisition, slopes and wet areas.</p>	A
<p>Install bituminous trail on east side.</p> <p><u>Notes:</u> Right-of-way is narrow at northeast corner of Upper 55th and Babcock Trail. Coordination with Zion Methodist Church & CHS Industries will be needed.</p>	B
<p>Long-term: rebuild Babcock Trail as a complete street with bituminous trail on east and west side of the road for walking and biking and on-road bike lanes for more advanced cyclists.</p> <p><u>Notes:</u> Single family homes with driveway entrances, variable right-of-way, and utility corridor on east side.</p>	C
<p>Complete sidewalk gap on south side of the street.</p> <p><u>Notes:</u> Today, there is insufficient space. Additional space would need to be captured from the roadway or from the adjacent business' parking lot/ circulation to complete this gap.</p>	D
<p>Install bituminous trail on north side 65th and consider on-road bike lanes along with road reconstruction (CIP 2012). Consideration for mid-block crossing at North Valley Park.</p> <p><u>Notes:</u> Approximately 15' of right-of-way available on north side.</p>	E
<p>Pave trail connection within North Valley Park on north end.</p> <p><u>Notes:</u> Very steep slopes. Trail will need to be built along the hillside with switchbacks.</p>	E-1
<p>Long-term, consider sidewalks, trails and/or on-road bikeways as opportunities arise.</p> <p><u>Notes:</u> Limited right-of-way from 69th to 75th street, sidewalk installation will require some tree removal.</p>	F
<p>Install concrete sidewalk on west side of the road along with road reconstruction (CIP 2015). Consider on-road bike lanes.</p> <p><u>Notes:</u> Steep slopes near Concord Blvd..</p>	G
<p>Install concrete sidewalks on west side of the road along with 2011 road improvements.</p>	G-1
<p>Planned & funded 2011 trail construction.</p>	H
<p>Install wayfinding signage from MRT to City parks along the river road. Long-term consider trail on side of the road or bike boulevard treatment.</p>	I
<p>Install bituminous trail on north side of road.</p> <p><u>Notes:</u> Steep slopes In South Valley Park</p>	J
<p>Install sidewalk on south side of road.</p> <p><u>Notes:</u> Culvert</p>	K
<p>Install bituminous trail on south side and/or bike lanes.</p> <p><u>Notes:</u> Crossing enhancements at Concord Blvd. needed; on-road bikeway east of Ernster Park.</p>	L
<p>Install bituminous trail on north side.</p> <p><u>Notes:</u> Steep slopes between Clayton Ave. and Cahill Ave.; Crossing enhancements at Concord Blvd. needed; on-road bikeway east of Ernster Pk.</p>	M

TRAIL AND SIDEWALK GAPS			CRITERIA										
Letter	Description	Length (feet)	■ Meets Criteria Well					□ Meets Criteria Moderately Well			Blank - Meets Criteria Poorly		Priority
			Connects existing trails and sidewalks	Connects residents to key destinations	Located primarily in the developed area of the City	Enhances safety	Minimal land use concerns	Creates loop trail opportunities	Has available right-of-way	Is feasible and cost effective	Can be coordinated with planned road improvements		
N	South end of South Valley Park	2,000	■	■	■	■		■					✓
O	Connections between schools/college/library		□	■	■		□	■		■	■		
P	College Trail from Blaine Ave to Cahill Ave	3300	■	■	■	■	□		■	□	■		✓
Q	East side of Broderick Street from College Trail to 80th Street	3105	■	■	■	■	□	■			■		✓
R	Loop trail around Civic Campus south of 80th St. E. (City Hall, Community Center, etc.)	2785	■	■	■	■	■	■	■	■			✓
S	80th St. from Babcock Trail to Hwy 3	5370					□	□	□	□	□	□	
T	70th St. from Babcock Trail to Hwy 3	4930					■	■	□	■	□		
U	Mississippi River Regional Trail		■	■	■	■	■	■	■	□	■		Planned 2011 construction
V	Cliff Road	22500					□	■	□	■	□	■	
W	Connection to paved trail in South Valley Park		■	■	■	■	■	■	■	■	□		✓
X	Sidewalk on south side of 66th Street east of Dawn Way	700	■		■	■				■			
Y	Not Used												
Z	Blaine Ave - extend sidewalk north to South Saint Paul / 21st Ave.			□	■		□	■			■		

RECOMMENDATIONS - PRIORITIES ARE HIGHLIGHTED IN YELLOW

	Letter
Tunnel needed or discuss possible opportunities with adjacent landowners (Vermillion State Bank & 7900 Boyd Ave) for building a trail along the slope/creating switchbacks. <i>Notes:</i> <i>Extremely steep slopes are a safety issue.</i>	N
Engage school, library and college in discussions about connectivity needs and opportunities.	O
Install bituminous trail on both sides of the road along with road improvements (CIP 2016). <i>Notes:</i> <i>Wet areas and slopes near Cahill Ave.</i>	P
Install bituminous trail on east side of road along with road improvements (CIP 2014). Steep grades and proximity to ponds/wetlands will need to be addressed. <i>Notes:</i> <i>Feasible in conjunction with road improvements that address R.O.W acquisition, slopes and wet areas.</i>	Q
Civic campus could be a showcase for bike/walk/active living.	R
Long-term: create a complete street with bituminous trail on north and sidewalk on the south side of the road for walking and biking and on-road bike lanes for more advanced cyclists.	S
Long-term: create a complete street with bituminous trail on south and sidewalk on the north side of the road for walking and biking and on-road bike lanes for more advanced cyclists from Highway 3 to the MRT.	T
Dakota County Mississippi River Regional Trail. Planned 2011 completion.	U
County road/regional trail. Coordinate with Dakota County.	V
Build bituminous trail within park to link between 72nd St. E and 73rd St. E. <i>Notes:</i> <i>Steep slopes, switchbacks and grading will be needed.</i>	W
Construct sidewalk missing sidewalk on south side of the street.	X
Not used	
Construct sidewalk to 21st Ave.	Z

Figure 3: Civic Campus Trail Diagram



- Existing Bituminous Trail
- Existing Concrete Sidewalk
- Existing Soft Surface Trail
- Proposed Bituminous Trail (long term)
- Proposed Bituminous Trail
- Proposed Concrete Sidewalk
- Proposed Bike Rack
- Proposed Directional Sign
- Proposed Wayfinding Signage

SAFE ROAD CROSSINGS

Safe pedestrian and bicycle crossings at busy streets is an essential component of a complete trail network. Perceived safety is as important as actual safety. If people do not feel that a crossing is safe they may choose not to, or allow their children, to bike or walk at all. Without safe crossings, arterial and collector roads can act as major barriers for non-motorized transportation across the City. The following are general guidelines for improving crossing safety.

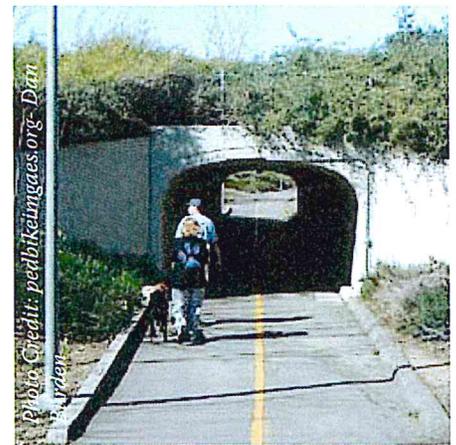
GRADE SEPARATED CROSSINGS

The feasibility of installing ped-bike underpasses at trail crossings should be explored with all new road construction and road reconstruction projects for all minor-arterial roads or higher. Many of these are State or County roads and cross-jurisdictional coordination will be needed in advance of projects to determine locations, feasibility, cost and funding sources. Underpasses not only provide for safe pedestrian and bicycle crossings but can also be designed to achieve other community goals such as stormwater movement and habitat connectivity. In key locations, if an underpass is not feasible, overpasses should be considered.

IMPROVEMENTS TO SIGNALIZED INTERSECTIONS

Long crossing distances, free right turns on red, vehicle speeds, crossing time, lighting and sight-lines all contribute to real and perceived safety at signalized intersections. Though detailed design and engineering is needed to balance vehicle and bicycle movement needs, the following techniques can be considered to reduce crossing distances, increase walk-bike crossing times, slow vehicle speeds and make drivers more aware of pedestrians and cyclists.

- High visibility pavement markings such as zebra, ladder, continental or triple four.
- Increase signal time for pedestrians and separate vehicle movements from pedestrian-cyclist crossings.
- Pedestrian countdown signals.
- Bicycle signal.
- Adequate driver visibility through proper sight distance triangles.
- Design for slow vehicle right turn movements (tighter turning radii: 5-25 ft).
- Eliminate right-turn on red.
- Break up complex intersections with pedestrian refuge islands.
- Adequate lighting.



Underpass



Pedestrian refuge island and bike lane continues to crosswalk



Pedestrian signal



Bicycle signal

GENERAL COSTS

The following table outlines general costs for pedestrian and bicycle improvements. While many factors contribute to cost, these rule of thumb costs are useful when budgeting for specific improvements and applying for grants.

Table 2: General Costs Associated with Various Pedestrian and Bicycle Improvements

Improvement	Factors Impacting Cost	Cost	Potential Funding Sources
Trails	Land acquisition costs, new structures needed, the type of trail surface, the width of the trail, and the facilities that are provided for trail users.	\$100,000 - \$300,000/mile	Grants Park Dedication Partnerships Donations City General Fund New Development State Aid
Sidewalk	Availability of right-of-way, topography, soil conditions, utilities.	Sidewalk \$10/ square foot	State Aid New Development City General Fund
Bicycle Lanes	Condition of the pavement, the need to remove and repaint the lane lines, the need to adjust signalization. It is most cost efficient to install improvements during street reconstruction, street resurfacing, or at the time of original construction.	\$10,000 to \$50,000/mile	Grants Developer / New Construction State Aid (when eligible) City General Fund
Crosswalk	Size of intersection (linear feet) and number of crossing legs.	Stripping \$100-\$300/leg Patterned concrete \$20,000/ leg	State Aid (when eligible) City General Fund
Pedestrian Signals; Mid-block Crossing	Utilities, solar powered signals are available	\$20,000 to \$40,000	State Aid Grants Partnerships Donations City General Fund
Directional and Wayfinding Signs	Number of signs, design	\$50 to \$300 per sign	Grants Partnerships Donations City General Fund
Crossing Island	Size of island, materials (concrete or asphalt), utilities.	\$4,000 to \$30,000	Grants Partnerships State Aid (when eligible) City General Fund
Over/ Underpass	Site conditions, topography, utilities	\$400,000 to \$4 million	Grants – Federal / State Aid Park Dedication Partnerships Donations City General Fund / CIP

FUNDING STRATEGY

The quality of a city's walk-bike system is a reflection of the community's ability to strategically leverage existing internal and external resources. Similar to roads, a long-term funding strategy that is updated annually is needed to design, build and maintain the pedestrian and bicycle system. Creating a multi-year funding strategy can be useful in identifying when funding should be solicited so it is available when the City would like to do the project. As most grant awards are made more than four months after the date of application, it is too late to seek funding if one is already in the construction year or must be actively conducting engineering for it. For example, if the City is envisioning a trail improvement project that is tied to a road reconstruction, then one would want to apply for grant funding a year in advance of the construction commencing to have the funds in place in time. Most grant programs will not allow costs expended prior to the grant award to be considered for either reimbursement or part of the needed match.

The development of a funding strategy begins with the identification and prioritization of trail segments. Gathering information about desired segments in one location will ease future analysis and sequencing of funding sources. Information should include features such as segment location, type, length, property ownership status, preliminary costs, and related environmental improvements. Recognizing that available external sources may not always align with the community's top priorities, this type of information should be gathered about many segments rather than just the community's favorites.

Once the list of potential segments is identified, it is helpful to identify potential funding sources. Selecting appropriate projects for each funding source is one of the factors that contribute to a community's success in securing non-city funding. In linking projects to funding consideration should be given not only to the types of projects the funder seeks, but being aware of the maximum grant award, amount of match required, and preferred project size. For example, one grant may seek to fund trails as part of a park experience getting people connected to nature rather than trails that connect people from place to place. That same grant may have a maximum grant award of \$200,000 with a 50% match. Since many funders are concerned if there is a significant gap in funding that the City must contribute, it would be more appropriate to select a project with a cost ranging from \$400,000 to \$500,000 than one costing \$1 million if no other funds are available. However, if the City is able to secure other funding to reduce the gap, then the \$1 million may be an appropriate fit for the grant.

When exploring funding sources it is also important to consider grant program requirements. Some grants, particularly ones with federal funds, have specific

design or reporting requirements that can raise project costs or add extra administrative costs. Care should be taken in selecting projects where the extra design requirements are not an issue or the extra reporting requirements are reasonable because of the large piece of funding the grant program provides. For example, in considering an application for a state grant with federal funds, it may make more sense to submit a grant for a \$1 million overpass than a \$300,000 trail project.

Another key to success in securing non-city funding for trail systems is developing a persuasive statement of need that fits the characteristics of the funding program. For some funders, the project should address a significant safety issue such as getting children across a busy road to school. For others, it is about having a large number of users and connecting those users to transit, shopping, or employment. Demonstrating the public need for the project is one of the most important components of any grant application. Where possible, this need should be demonstrated through letters of support and community partnerships.

GENERAL FUNDS

General funds can be used to develop the walk-bike system. These funds are best used for smaller projects within the already developed portion of the City such as completing short sidewalk gaps on local streets that may not be eligible for grants. General funds are the primary funding source for on-going maintenance cost such as crosswalk painting, snow plowing and street sweeping.

STATE AID FUNDS

State aid funds are available for pedestrian and bicycle improvements on state aid streets. This funding source is particularly useful at the time of street construction or re-construction.

TRAILS AND SIDEWALKS BUILT ALONG WITH DEVELOPMENT

Developers can be required to provide trails and sidewalks at the time of development. This requirement can be negotiated during the site review process or formalized through the City's subdivision and zoning code.

PARK AND TRAIL DEDICATION

Minnesota Statutes allow local governments to require dedication of land or cash in-lieu of land for parks and trails from new subdivisions. The dedication must be reasonable and rationally related to the recreation demand created by the development. Cities can also require dedication of right-of-way or easements for sidewalks or trails. Park and trail dedication is a frequently used tool to help pay for recreation facilities. Some cities, such as Chanhassen, MN, have adopted a separate trail fee or dedication requirement.

PARTNERSHIPS

Partnerships with both public and private organizations are an essential component to achieve individual projects outlined in the plan. Organizations with partner funding can also provide assistance with design, outreach and maintenance. Local trail clubs can be used to help maintain trails. Partnerships and relationships with private businesses can also result in easements and use agreements for trails across private land.

Potential partnership organizations include:

- Dakota County.
- Watershed District.
- Dakota County Active Living Partnership.
- School District.
- Northern Dakota County Regional Chamber of Commerce.
- Friends of Dakota County Parks.
- Area Businesses.
- Rotary Club.
- Lions Club.
- Railroads.

DONATIONS

Private donations are another potential funding source. These may be financial donations from individuals or area corporations or donations of labor from recreation clubs or use agreements or trail easements from landowners. Programs such as “adopt-a-trail” by an organization, business, or individuals have successfully been used in many communities to help with maintenance tasks and raise awareness.

GRANTS

Grants are a way to make the City’s dollars go further. Below is a sample of some grant opportunities that may be available along with websites to visit for more information.

Minnesota DNR

Website: www.dnr.state.mn.us/grants/index.html

The Minnesota DNR is one of the most comprehensive resources when it comes to state funding for trail programs. They offer a variety of grant programs and technical assistance. Current programs provide assistance for cross country skiing trails, all-terrain vehicle trails, snowmobile trails, mountain biking trails, horseback riding trails and recreational trails. Some programs also offer assistance for the development of parks or for trail amenities such as restrooms, lightning, benches, etc. It is important to note that none of the current programs covers sidewalk construction. Any program with the word “Legacy” in its title is funded through the Clean Water, Land and Legacy Amendment.

Each of the Minnesota DNR grant programs is unique. While many have an annual application window in the first quarter, some are available more frequently and others only once every few years. The DNR should be consulted before pursuing a grant to clarify funding availability and qualifications.

Minnesota DOT

Website: <http://www.dot.state.mn.us/grants/>

Most trail or sidewalk improvement projects funded through Minnesota DOT also have a portion which is federal dollars. Since June 9, 1998 we have seen three federal bills (TEA-21, ISTEA & SAFETEA-LU) enacted to fund the bulk of our transportation improvements. The current program in place today, SAFETEA-LU expired on September 30, 2009. The reauthorization of this bill will likely occur in some form and fashion and will fund transportation improvements across the United States for the next six years. Examples of

programs typically funding trail or sidewalk improvement projects include Transportation Enhancements or Safe Routes to Schools. While the essence of these bills has primarily supported roadway and safety improvements, roadway projects that have integrated trails have fared better than others during the solicitation process. The City should begin collaborating with other roadway jurisdictions to prioritize projects for the next round of federal transportation dollars. Building early support across multiple jurisdictions will better position the City in obtaining federal dollars.

Dakota County State Health Improvement Project (SHIP)

Website: <http://www.co.dakota.mn.us/Departments/PublicHealth/Projects/SHIP>

The State Health Improvement Program (SHIP) provides funds to reduce the burden of chronic diseases through increasing physical activity, improving nutrition, and reducing tobacco use. The current SHIP program will be ending June 30, 2011 unless the State of Minnesota extends it. These funds are administered by the Dakota County Public Health Department and the City has access to them through participation in the Dakota County Active Living group. Grant requests associated with increasing physical activity are most closely related to this funding source and must focus on policy (laws or regulations), system (organizations or institutions operation) or environmental (land use, zoning or community design) changes. Examples of related projects funded through SHIP include pedestrian/bike master plans, wayfinding signs, bike racks, and trail master plans, as well as Safe Routes to School (SRTS) comprehensive plans for local schools and funds for events to promote walking and biking to school. While SHIP funds cannot be used for construction projects, Dakota County has contracted with a local firm to seek and write grants for projects that meet the goals of Active Living and SHIP.

Clean Water, Land and Legacy Amendment

On Nov. 4 2008, Minnesota voters approved the Clean Water, Land and Legacy Amendment to the Minnesota State Constitution which increased the general sales and use tax rate by three-eighths of one percentage point (0.375%) to 6.875% and dedicated the additional proceeds as follows:

14.25% to a newly created Parks and Trails Fund to support parks and trails of regional or statewide significance.

33% to a newly created Outdoor Heritage Fund to be spent only to restore, protect, and enhance wetlands, prairies, forests and habitat for game, fish and wildlife.

33% to a newly-created Clean Water Fund to be spent only to protect, enhance, and restore water quality in lakes, rivers, streams and groundwater, with at least 5% of the fund spent to protect drinking water sources.

19.75% to a newly created Arts and Cultural Heritage Fund to be spent only for arts, arts education, and arts access, and to preserve Minnesota's history and cultural heritage.

Funding from the Legacy Amendment is administered by a variety of agencies such as the Department of Natural Resources, Pollution Control Agency, Department of Health, Historical Society, and regional art councils. A number of new grant programs were created, including the Parks and Trail Legacy Grant Programs, Solar Energy Legacy Grant Program, Lessard-Sams Conservation Partners Legacy Program and Minnesota Historical and Cultural Grants. Information about grant opportunities can be found on individual state department and organization websites.

NPS Rivers, Trails, and Conservation Assistance Program

Website: www.nps.gov/ncrc/programs/rtca/

The National Parks Service's (NPS) "Rivers, Trails and Conservation Assistance Program" (RTCA) is designed to provide communities technical assistance to conserve rivers, preserve open space, and develop trails and greenways. The RTCA program also implements the natural resource conservation and outdoor recreation mission of the National Park Service in communities across America. The NPS highly encourages communities to contact them before submitting an application for assistance.

Recovery and Reinvestment Act

Website: www.recovery.gov

The Recovery and Reinvestment Act was signed on February 17, 2009 and infused our government with a number of new grants and technical assistance programs. These programs and others are a great opportunity for local governments to fulfill the funding gaps they've seen with the economic downturn. These funding sources have a small window of opportunity and require quick action. These opportunities are focused heavily on energy efficiencies and job growth, but trail projects may also be eligible.

Environment & Natural Resources Trust Fund

Website: www.lottery.state.mn.us/etf.html

The Environment and Natural Resources Trust Fund is a program funded through the Minnesota State Lottery proceeds. Between 2003 and 2008 the Trust Fund has shown a strong support for trail projects.

CURA – University of Minnesota

Website: www.cura.mn.edu

The Center for Urban and Regional Affairs (CURA) is an all-University applied research and technical assistance center. The program is designed to connect the University with nonprofit organizations, businesses, neighborhoods, local governments, and state agencies in Minnesota by providing grants and technical assistance programs.

One program in particular, Center for Community and Regional Research is located on the University of Minnesota Duluth Campus. The program is designed to provide research and technical assistance to local agencies on community projects that serve a local importance. The community is linked with faculty and staff and typically requires a cost sharing agreement. This program and others offered through CURA offer a unique opportunity to partner with the academics for further planning initiatives.

Foundations & Non-Profits

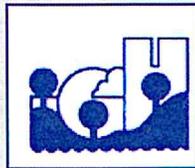
There are foundations and non-profits throughout the State and Country that are interested in fulfilling their missions by supporting local projects. Identifying these sources can be an overwhelming task. There are a number of on-line tools that can assist with this process. The Minnesota Council of Foundations is a great starting point for identifying local foundations. Another good starting point is to consider the businesses within your community and using their websites to see if they have a foundation or charitable giving department. In addition to retailers and manufacturers, be sure to consider businesses such as the railroad, energy providers and communications companies.

Before pursuing a foundation, it is important to recognize that each one operates differently. An applicant should be cognizant of the foundation's mission and be sure the proposed project aligns with the foundation's priorities. It is important to contact a foundation early-on in the solicitation process to clarify whether a project would be considered. It is also important to recognize that most funders do not want to be the sole source of funding for a project. Rather they want to see that community members, businesses and organization are actively supporting the project and have committed some of their own funds, however

small. A funding strategy for an individual trail project would be to engage the community and foster some small amounts of financial support and then start writing funding requests to foundations and non-profits.

One challenge for local governments in pursuing foundation and non-profit funding is that many require the applicant to be non-profit with federal 501(c) designation. Opportunities to partner with local non-profits should be considered and relationships built so these partnerships are ready when there is a funding opportunity to pursue. Starting a new nonprofit, such as a “Friends of Rosemount Parks and Trail” may be an option. However, starting a nonprofit is neither easy nor quick. The Minnesota Council on Foundations provides a 15 step process on their website, www.mncn.org, that includes steps such as determining the organization’s mission, recruiting board members, adopting articles of incorporation and bylaws and state and federal filings and registrations.





**TRAIL GAP STUDY REPORT
2011**



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Department Happenings

Meeting Date: February 12, 2014
Item Type: Administrative Presentations
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Eric Carlson – Parks & Recreation

<input checked="" type="checkbox"/>	Fiscal/FTE Impact: None
<input type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input type="checkbox"/>	Other

PURPOSE/ACTION REQUESTED

No action required. Item is for informational purposes and Commissioners are encouraged to ask appropriate questions.

SUMMARY

Items included:

- Department Happenings Report
- Miscellaneous



Parks & Recreation Department Department Happenings



Parks

Picnic Tables Repair and Trash Barrel Painting

Parks staff has been going through the annual task of repairing picnic tables and painting trash barrels at Rich Valley maintenance building as time allows. Picnic table lumber is replaced and painted and 55 gallon steel trash barrels are cleaned and painted every winter. Black plastic barrels will be used in some parks this summer to see how they hold up. Plastic barrels may be easier to dump into dumpster and safer for the crew to handle. It is anticipated they would also be easier on the lift-gate truck used to haul trash barrels.



Parks & Recreation Department Department Happenings



Inver Wood Golf Course

Winter Tasks

Golf Course staff is currently busy with pre-season tasks such as inventory ordering, equipment replacement, and administrative functions. Maintenance procedures currently underway include reel sharpening, preventative maintenance to equipment, overhaul of selected equipment, and refurbishment of on-course fixtures.

2014 Staffing

The hiring process for the 2014 season begins this month for the required 50 temporary employees required for seasonal operations. The process begins with letters and forms sent to all past seasonal employees in good standing. Once these forms are returned in early March, we are able to determine the number of new hires needed for the upcoming season. This year we are projecting the need for between 7 to 9 seasonal employees to fill vacant positions. Open positions will be filled by applicants throughout the month of March.

Golf Shop Opening

Inver Wood's Golf Shop will re-open on Monday, March 24th. Renewals and sales of patron cards, program registration, and merchandise sales will be available during pre-season hours of 9:00 AM to 5:00 PM, Monday through Friday.

On-line registrations for 2014 are currently underway for all programs including group instruction, leagues, and events. Handicap and patron card purchases can also be made on-line at anytime.

The driving range and golf courses will open as soon as weather conditions permit.



Parks & Recreation Department Department Happenings



Recreation

CLIMB Theatre

The recreation division has partnered with CLIMB Theatre, a local Inver Grove Heights theatre company, on some summer programming. This new partnership will allow us to enhance some of our existing programs as well as try some different classes and camps.

Soccer Carnival

Come learn soccer in a fun and entertaining carnival-like atmosphere! The Recreation Department in partnership with Inver Grove Heights Heat Soccer is hosting this event on Saturday, March 8 from 10:30 a.m.-noon to celebrate the game of soccer in this community. The event is free to the public.

Catch a Glimpse of Summer

The Department will be hosting a Summer Registration Kickoff event on Saturday, March 8 from 9-11am to highlight our summer program offerings. There will be a special discount when you register for programs on that day. The event is free to the public.

Youth Lacrosse Clinic

This clinic is a great way to learn the game of lacrosse. This event is offered in cooperation with the Simley High School Varsity Lacrosse Team. Event is Saturday, March 8 from 8:30-10a.m. For more information, visit www.funatthegrove.com

Youth Box Lacrosse

Due to high demand, the recreation division will be offering box lacrosse this spring for youth at the U9 and U11 levels. We've partnered with Dakota Lacrosse Indoor Box League to be able to offer this program.



Parks & Recreation Department Department Happenings



Veterans Memorial Community Center

NRPA Grant Received

The Department has been selected as one of six grantees to receive the "Implementing Arthritis Interventions in Local Park and Recreation Agencies" grant. The grant, for \$4,000, will allow the Department to implement the Walk with Ease program in collaboration with our regional Arthritis Foundation office.

VMCC Hosts Sectional Swim Meet

The Grove will be hosting the Sectional Boys Swim meet here on February 20 & 22. This is a large event that allows the City to showcase our facility and pool to the public.

Summer Kids R.O.C.K. Program Registration Opens

Our popular summer childcare program will run from June 9-August 22 this year. We offer 3-5 day/week options for parents and a unique variety of amenities for participants to use at the Community Center. Registration information will be available online beginning February 5.

Youth Summer Fitness Coming Soon!

The fitness center staff will be offering a number of youth fitness classes this summer including InstaFit, Karma Kids, Zumba Kids, Zumba Party and a Teen Triathlon Class. These classes will be offered along with our traditional Teen Passport to Fitness Program for youth ages 10-14

Taking Swimming to the Schools

This spring we'll head back into the Inver Grove Heights Elementary Schools to promote our swimming lessons, classes and the waterpark as well as highlight our upcoming "World's Largest Swim Lesson" event on June 20.

Splash Pool Replacement/Reuse

The slides and play equipment in the splash pool are beginning to show their age because of the corrosive environment so we are beginning to look at our options for replacement of slides and play equipment. In conjunction with this we are developing options for how this space could be reused while still providing kids and families with exciting and challenging recreational play value. We plan to continue to gather information and present our thoughts and ideas to the Park and Recreation Commission and City Council in the next few months so that we can establish a plan and budget for future consideration.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Commission Comments

Meeting Date: February 12, 2014
Item Type: Commission Presentations
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:	
<input checked="" type="checkbox"/>	None
<input type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input type="checkbox"/>	Other

PURPOSE/ACTION REQUESTED

No action required. Commissioners are encouraged to make appropriate comments.

SUMMARY

None.