Inver Grove Heights
Park and Recreation Advisory Commission
Wednesday, November 9, 2016
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. Find us on Facebook at Inver Grove Heights Parks & Recreation
   - C. Follow us on Twitter at @IGHParks
   - D. Next Meeting; December 14, 2016, Regular Meeting 7:00pm
5. CONSENT AGENDA – All items on the Consent Agenda are considered routine and have been made available to the Commission at least two days prior to the meeting; the items will be enacted in one motion. There will be no separate discussion of these items unless a Commission member or citizen so requests, in which event the item will be removed from this Agenda and considered in normal sequence.
   - A. Approval of Agenda
   - B. Approval of Minutes of October 12, 2016
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 Park Dedication for Pulte Homes of MN – Case NO 16-49SZV
   - B. Consider Park Dedication for Xcel Energy – Case NO 16-43SV
9. ADMINISTRATIVE PRESENTATIONS - Items that need to be discussed without any actions.
   - A. Department Happenings
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, October 12, 2016

1. CALL TO ORDER:

Chair Eiden called the October 12, 2016 Park and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Chair Al Eiden; Vice Chair Kevin Sethre; Commissioners: Patrick Farley, Kathryn Bauer, Willie Krech, Mark Freer, and Joe Boehmer
Parks and Recreation Director Eric Carlson
Absent: Commissioner Deb Tix and Jim Huffman; Recording Clerk Sheri Yourczek

3. PRESENTATIONS:

A. Overview of Recreation Programs – Tracy Petersen

Parks and Recreation Director Eric Carlson stated Recreation Superintendent Tracy Petersen is here this evening to give a brief overview of some Recreation programs.

Tracy Petersen, Recreation Superintendent, gave a quick overview of some of the key areas of Recreation as follows:

Facilities:

- North Valley Disc Golf Couse
  We have an arrangement with Municipal Disc Management to have the mobile sales unit. This is our second year of operation with them. Revenue stayed about the same as last year, taking in $7,500. The number of users were steady, although a bit lower. We are still having some issues with loitering and unwanted behavior happening and that seems to have deterred some users away from the facility as a whole. It is continuing to be a problem. We also have a holding pond on the 17th hole that had some flooding. It got in the way of playing some of the holes. Staff is pleased with the management of that facility. Next year we will look to add some more tournaments to gain additional users and rebrand the disc golf course separate from Kaposia with some specific tournaments. Disc Management also wants to look at possibility of raising the annual pass rate.
- Picnic Shelters
  We average about 80-100 rentals per year. South Valley is the one that more seem to be interested in renting. You all know that the condition and size of the shelters makes it difficult for us to hold the big groups. Groups that want to have 100 or more. It is difficult and challenging with programming in terms of the indoor facilities of the buildings.
- Swing Bridge Park
  We did see an increase in use of the shelter this year, which was nice to see. We have been trying to push that location. We are also seeing a lot of impromptu gatherings of large weddings and people taking graduation photos. So far it hasn't deterred any scheduled events so we are keeping an eye on that.
- Rich Valley
  This year we had four Associations use the complex. Baseball, Softball, and Football, all used Skyview, and then Soccer used Rich Valley. We have 35-40 user groups that use Rich Valley on a regular basis. We had 10 youth tournaments throughout the year. This fall we painted the concession building and added new signage. The continued issue we have been having is with

soccer. We have the four fields out here and then two at Skyview. We have to continue to monitor usage because it gets heavy use and we need to continue to watch the goal areas. We need to make sure we don't get to a point that we need to take a field out of commission for a season. Otherwise the facility is doing well. This fall we are working with soccer on a partnership project. We are going to put fencing on the north side of Fields A, B, and C, and on the south side of Field D behind the goals to keep the balls from going into yards, as well as into the pond on Field D. That is a partnership cost share project. The City will pay 50% of the project, and the Inver Grove Heights Heat will pay 50% of the project. The Heat money is money that we have accumulated by charging a facility usage fee. We made that fee so that if we want to do a mutually beneficial project out there they can use that funding. This is an example of one of those projects.

- Concessions
  We don't plan to open the concession stand next year during the weekdays. We are just not getting the users with baseball and softball. It is costing about $1,000 a year to run the operation and the equipment out there has aged rapidly. It was used equipment when it was brought here. There have been a lot of issues with it and to repair it is proving costly. We are planning to work with soccer, and maybe baseball, to find some creative ways to provide concessions. Baseball and softball will continue to do concessions when they host their tournaments. With baseball and soccer, we may work out some type of mobile unit that they can operate, or maybe even get some food trucks periodically to provide some level of service when we know volume is higher. We may also do an RFP to find out if there is anybody interested in taking over the facility. Although nothing may come of that as we have nights that we only see a revenue of $10.00 to $15.00.
- Mountain Bike Course
  We are continuing to work with MORC (Minnesota Off Road Cyclists) as they are helping us with trail management and stewardship. They have helped with erosion and minor trail alignments. We are hoping to get some new signage, as the original signage is from 1991/1992 and it's either broken or vandalized. The course sees more walkers and bikers. Word has gotten out that it's a nice course for both.
- Community Gardens – Salem Hills
  They have been there since 2011, and have sold out at 28 plots this year. Water access was provided so that has been beneficial to users.

Programming:

- Holiday on Main Street was retooled last year to give it a fresh look and fresh face. The Council asked that we try to charge a nominal fee and that was successful. This year we are going to tweak it some more and do the outdoor tree lighting that we did at the Community Center. We are going to try some video bingo, which has become a popular thing to do. We are going to combine the outdoor event that we did last year with the Breakfast with Santa and make that one large event on the weekend.
- We are going to do a Holiday Lights Contest. Inver Grove Heights is known for houses that decorate fairly well during the holiday so we are going to do a contest. We will be working with the River Heights Arts Alliance and the Chamber of Commerce to help with that event. There will be a viewing map available so people will have the opportunity to go around and look at those homes on their own.
- Skate with Santa will take place again.
- Scavenger Hunt
  This will highlight different amenities in the City. It could be a school, a business, or a park. It will be a selfie scavenger hunt so you take a photo of the item we are looking for. That program is supported 100% by business donations or sponsorships, and volunteers.

Community Center

- Indoor Turf

This continues to be successful for rentals, events, and our own internal use. Revenue averages about $25,000 a year. When we purchased the new turf we said we would like to pay it off in four years and we have accomplished that.

- Farmer's Market
  We partner with the St. Paul Farmers Market on Sunday's. Stands selling vegetables, canned goods, and breads participate. A couple of years ago they moved it to Sunday's. In 2015 they averaged about 800 visitors a day, this year they have averaged about 1,100 visitors a day. They have found that day to be successful.
- Learn to Skate
  This year they have partnered with the St. Paul Figure Skating Club. They are a satellite program that we hope will help us to attract some of our more experienced skaters. The Learn to Skate program only goes to a certain age level, and after that they don't have anywhere to go. Due to that, we have offered an open freestyle skate that keeps those experienced skaters inside the facility rather than sending them elsewhere to skate.
- Aquatics
  We are looking to replace the water park potentially this fall, and doing some work on the water slides. More information will be coming on that soon.
  A New Use Agreement is in place with the School District for the Community Center. We hope that will help with understanding our roles and responsibilities.
- Recreation Coordinator with the Active Adults
  This would be a full-time position, shared with the School District. 25 hours would be spent working with the active adults and 15 hours working with the School District on youth and adult programs. The job would be a City employee position. We started the job process to close at the end of October, interviews in November, and hopefully have them on board by January. We have met with the Senior Club about the process, and they are excited to have someone on board to help create some new programs.
- Sponsorships, Partnerships, and Grants
  We work with about 50 to 75 different groups and organizations to help us with our Recreation programming. In 2016 we took in $10,000 in sponsorships. These help support events such as Movies in the Park, Safety Camp, and the Kids Music Series. These relationships help make them more affordable to attend, or even free.
  We received three Grants this year. One was from the MN Twins to help support our Preschool T-ball program. We started a Log Rolling Program and received a Grant from the MN Recreation and Park Foundation to do that. We received a Grant from the US Pickleball Association to help start indoor pickleball this fall at the Community Center in the gym, so the funding helped with equipment.
- Demographic and Program Trends
  Last year at this time she mentioned youth sports was either flat or declining. That number hasn't changed with the core sports, soccer, tennis, basketball, and baseball. We have seen a pretty drastic drop in Adult Softball. We are trying to deal with that decline and find some new revenue sources to try to supplement or replace those.
  Family events remain strong. We continue to focus on that.
  Active Adults have the pickleball program.
  Worked with the Inver Grove Heights Days biking event and walking events. They held a bird watching class along with the County. Those types of events and getting speakers with that active group is something we will continue to work on.
- Personal Training
  Wellness and Nutrition seem to be the hot trend right now. Amy in our Fitness department has done well to respond to that.
  The Commission has spent a lot of time on community engagement. The Parks department does as well. She believes strongly that as a staff, we get out to the people in events such as Night to Unite, Inver Grove Heights Days, attending school PTA meetings, MOMS groups. A

good example would the northwest quadrant and visiting those homes to let them know about our events. That proved beneficial and we will continue to go door to door.

- Other events:
  Lawn of the Week received an award this year.
  Random Acts of Fitness allows us to get out into the Community and talk to people. We hear a lot of things with that face to face communication that help us in our marketing.
  Technology is popular. We are active on Facebook, Twitter, and Instagram.
  One thing to note this year is that the School District went to electronic flyers to replace the flyers they had been placing in the folders. It's a great idea, but we are finding there is no information readily out there now, they have to find it. There has been a dramatic change to those registering because of that. They will work through that.
  We have used our new software through email blasts, and newsletters electronically.
- Staffing
  Last year staffing was a challenge for programs and services. We struggle to find and retain quality staff department wide. It's at the Golf Course, and recreation at the Community Center. It's hard to find those that want to work and stay dedicated. We are working to be creative and keep those working with Park and Recreation. Our programs are only as good as the staff that we have. One example of staffing is in fitness. We can get a great fitness instructor, they come and create a following, and as soon as they leave people ask, where's the class? If we don't have someone in that particular skill set to do that class it proves difficult. We will continue to work on that as a whole.

Vice Chair Sethre asked about the replacement of equipment at the water park?

Superintendent Petersen responded it is the actual water park play structure. That facility was put in 2001. It's a useful life issue. We will be looking at that and bringing it forward in the fall.

Commissioner Krech asked if we didn't do an update about five years ago?

Superintendent Petersen responded they replaced the lily pads and the cargo net each once. Those are the only two amenities that have been done on that side. The actual play equipment in the middle and the features around it, as well as the slides and stairs, need to be looked at.

Commissioner Farley asked if you were referring to losing staff at the Grove, or is it just a general statement about needing staff to adequately make the programs be what they should be. Are you currently fully staffed? Do you see this as a loss for the Grove?

Superintendent Petersen responded it is in different areas. In the recreation world if we need a T-ball instructor, we can find someone or contract out. At the Community Center, it's trained staff that is needed. We always try to find someone for that position, but if we don't, we have great staff that are multi versatile. We have people that apply that only want to do Zumba or Yoga for example. These are seasonal temporary staff we are using. She can't particularly speak for Amy, but she feels that she would say we are not fully staffed where she would like to be, in order to have some of the classes. You end up having staff fill in, or Amy herself fills in. We haven't seen this as a loss to the Grove. We have been able to have staff fill in and we have retooled. If there is a class that isn't doing well, we will swap it out, remove it, replace it. Amy and her staff do a great job of managing that and keeping the classes where they need to be. We haven't noticed a drop in attendance or revenue, it just puts a toll on staff to have that high-level training and skill set.

Chair Eiden commented it sounds like even with all the struggles, you keep going, and you keep expanding.

Superintendent Petersen stated the staff works very hard on maintaining a high level of programming and making sure it is relevant and meeting the needs for what we are looking for.

Chair Eiden asked since you are on Facebook and Twitter, do you get a lot of response through that type of media?

Superintendent Petersen responded we are somewhat new to Twitter and Instagram, but have been using Facebook for quite some time. It's been our goal to use that and try to get people to engage. It's not always about registering, we also try to get some interaction and that has been an interesting way to get feedback. We have done really well with Facebook, and have focused on that as well as slowly inching our way out into other medias. People are responding and that's what we hope for. We are trying to reach a wide demographic with all these applications.

4. ANNOUNCEMENTS:

A. You can find information regarding the City of Inver Grove Heights by visiting our web site at: www.invergroveheights.org
B. Find us on Facebook at Inver Grove Heights Parks & Recreation
C. Follow us on Twitter at @IGHParks
D. Next Meeting: November 9, 2016. Regular Meeting 7:00 p.m.

5. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of Minutes of July 13, 2016

Motion to approve the Consent Agenda by Commissioner Farley , seconded by Vice Chair Sethre .

Commissioner Krech asked about the cameras in the park and if there was any success?

Director Carlson stated they purchased seven cameras on a trial basis. They had it pointed at seven playgrounds during the month of August, moved them to other locations in September. We have been experimenting with them for now and are happy to report we haven't lost one yet.

Commissioner Krech felt they may keep people from putting graffiti on things.

Aye: 7
Nay: 0 Motion carried.

6. PUBLIC COMMENT:

None

7. UNFINISHED BUSINESS:

None

8. REGULAR AGENDA:

A. Consider Approval of 2017 Park and Recreation Department Fees

Director Carlson stated this is regarding the proposed fees for 2017. This needs to be reviewed and recommended to the City Council on an annual basis. The City Council will review this at their next meeting which will be held on Monday, October 24th. You have numbers before you for our Recreation, Facility usage, the Community Center, and the Golf Course. At the Community Center we are proposing to raise membership

fees by a dollar a month. We try to address our membership fees on odd numbered years and address admission fees on even numbered years. For 2017 we are addressing membership fees. At the Golf Course we are proposing to increase some but not all the fees between .50 cents to $1.00. As a part of the improvement program that we are implementing at the Golf Course with the driving range, bunkers, and irrigation system, we need to try to increase our revenues by about .70 cents every year per round so we make enough revenue to make our expenses. By increasing some categories we should be able to do that.
We have our Golf Course Manager Matt Moynihan here if you have any specific questions, as well as Tracy Petersen.

Commissioner Krech commented this was broken down very well.

Commissioner Farley stated that since Matt was here, we may as well have him give us a report on the improvements going on at the course as they are substantial and they have made great headway.

Matt Moynihan, Golf Course Manager, stated half this Commission was out there when they did the tour of the Golf Course. The progress is going well. We have had some rain, and are four days behind on irrigation. driving range wise, but the blacktop behind the driving range was poured and grass continues to grow. That piece is all completed. Irrigation is going great and they are keeping it wet and fertilized. The front nine all around the irrigation piece is completed. All the bunkers around the front nine have been attended to and constructed, everything is fully functional, all the sod is in place. It's done, but there is clean up to do. As you know, when you seed, seed is about 60% retained, that's built into the contract. They know they may have to come next spring and reseed an area. We will probably see them three or four more times next year. The project is going very smooth. The most closure they have seen was just this past week where there is an area on the executive course that we can't get players through. That course and the back nine were closed. It was all open on Sunday. The last loop of irrigation would be on holes 17and 18, and then 7,8, and 9 on the executive course. There are times the back nine will be closed due to more irrigation. We have notified people of changes on our website, Facebook, and Twitter. When people call in to the course, we let them know what is going on. He had one or two people come play during the Ryder Cup and were told there was construction, they still played and had a good time, but were glad to hear the rates were lower. From the aspect of the project being on time, and the work being done, it's not completely done, but it looks really good out there right now. If you follow on Facebook, he posts pictures weekly of some of the area before, during, and after that have been worked on.

Commissioner Farley had a question regarding revenue. We originally had the revenue projections for reduced rounds, are they holding steady?

Manager Moynihan responded they have been slightly behind, but are still waiting to see how things go with October and November. Up through August, he would say we would make the project. September and October have had more closures due to the weather. We get that normal green fee, but the carts is a whole another item. If we don't have carts as it's too wet and muddy, that takes away that piece of the revenue. If we continue to see the rounds we have had, we should be ok.

Commissioner Krech commented that 40 years ago tomorrow, his son was born, there was frost on the ground and we probably got about six inches of snow.

Chair Eiden complimented him on the communication you did over the past couple of weeks. He has spoken to a few golfers who are not from this community who play there, and they understood the process, and were very complimentary about how they were treated when they played. They were pretty excited about the changes being made, particularly the bunkers. Revenue is probably weather related, but to have outsiders play here and comment on how satisfied they were about the way they were treated and understood what was going on is pretty good.

Manager Moynihan responded that was a huge piece for them. He told Staff before they started construction that Customer Service will be a very big issue. If you don't bend over backwards and let the customer know what's going on, it does no good to just say we are under construction. It's another thing to be more specific about what is being done. Golfers are excited and love to see the transformation. The fall leave changes out there right now are huge.

Vice Chair Sethre stated he rented a shelter down at South Valley. People were astounded at how reasonable the prices were.

Commissioner Krech asked about the ice arena. Do they rent locker rooms during the year? He assumed it came with the ice.

Director Carlson felt he was referring to the lockers in the Community Center?

Commissioner Krech stated it says locker rentals.

Director Carlson responded those are for locker rentals at the Grove. We allow members to rent a locker if they want to leave belongings overnight. Otherwise you just use the lockers while you are there and you don't leave anything.

Motion by Commissioner Krech to approve the fee schedule as presented. Seconded by Commissioner Bauer.

Aye: 7
Nay: 0 Motion carried.

B. Consider Approval of Proposal from WSB for Babcock Trail Feasibility Report

Director Carlson stated in 2011 we looked at all of our trails and sidewalks around the City and developed a trail gap map and did a trail gap study to determine where we have gaps in our trail system. We determined where those gaps were to try to close those over time. We made a list of high priority trail gaps. The project before you is one of them. It's a trail gap between Upper 55th and the 494 Bridge and Babcock Trail. We wrote a Grant to Dakota County for $20,000 and were fortunate enough to receive it. It was through the Dakota County Public Health Department and the Statewide Health Improvement Program. This promotes active and healthy living within Communities to try to bring down the costs of health insurance so people are living active healthy lives. In partnership with the County we are proposing to do a feasibility for a trail section to fill the gap identified in 2007. We put together a scope of work and received a proposal from WSB. We have identified alternatives that may or may not happen. The proposal includes a fair amount of public engagement, as well interaction with businesses in the general area. The proposal is to hire WSB for a fee of $26,000 to do the trail feasibility study.

Vice Chair Sethre asked where the nearest trail infrastructure was to that area? Is it on the CHS property?

Director Carlson responded it is south of Upper 55th. When you go north of 494, there is a sidewalk along Babcock all the way to Southview Blvd. There's also a sidewalk on Upper 55th as well.

Commissioner Farley questioned what the utilization rate of these trails are. Is the utilizing justifying the cost? The land, maintenance, plowing, etc. When you talk of closing the gap, that means more trails. He did notice in the proposal that it stated the reason for trails is to serve as an alternative to automobiles. He wondered if that meant more people would be riding bikes to work? As far as costs, there were no figures, and it doesn't include why it's important to pursue this. He's struggling with the whole concept of trails relevant to utilization. Who

is using them and why when the budgets are as constricted as they are. Why are we spending money that benefits two or three people when we could be taking and spending this money elsewhere.

Director Carlson felt there were more than two or three people using our trail system. He can't say with certainty an exact number. It's consistent across the metro area that trails are the number one amenity people look for when they are living in or want to move to a Community. Recently the City Council interviewed two different firms to potentially provide services to the City for the comprehensive plan. Both of those firms indicated to the Council that when it came to Parks and Recreation, trails were an amenity residents and business owners look for when they choose to come to a Community. At a prior work study session, the League of Minnesota Cities was there and they were talking about Community engagement. They had gone around the state of MN in an engagement exercise to look for what residents want, how they were paid for, and funded, etc. One of the number one things they had heard throughout the State were that trails are something people wanted. Residents here want the trail system and value it. If the trail isn't there people can't use it. If someone wants to get to work in a form other than a car, they can't do it until it's there. If you provide it, it allows another option to get to where they want to go. That's part of why we did the study in 2011. They wanted to know what's impeding people from getting around town outside of the use of a car. That's part of what we are trying to accomplish here.

Commissioner Farley asked what the acronym SHIP stood for?

Director Carlson responded it stood for Statewide Health Improvement Program. The State of Minnesota has a statewide health improvement program to promote a healthier lifestyle around the State. What that program is trying to do is encourage all of us to stay active and healthy. The more likely they won't have heart or other health issues that would be a cost to them and to the insurance industry. This provides them an opportunity to stay healthy throughout their lives because it will be less expensive for people to live a longer healthier life than it would be to find themselves in the healthcare system.

Vice Chair Sethre stated that's tax dollars at work.

Commissioner Farley commented he still struggles here. He understands that there are some areas that just need to be there. It seems when you talk of $26,000 to do a feasibility study, basically the Grant is money being shifted around to hire a company to come in and tell us what they are going to tell us.

Director Carlson responded we put together a scope of services for them to respond to so that we would fulfill the requirements of the Grant and gather the requirements. We are not proposing to build a trail; we are proposing if any type of trail needs to be built in order to close this gap. Maybe we find out that people in the area won't need it. We may find that people that live to the west, or those at CHS, may like the opportunity to get up and down Babcock in a safer way then they currently are.

Commissioner Krech felt some of this runs from to school up there. Some of these trail extensions are kind of important. We put trails in and then just stopped them, we need to fill that gap. A trail probably costs about $150,000 a mile. It will last a long time. It's not a make or break thing. People walking on the streets can become a problem too. These are busy streets here.

Vice Chair Sethre commented this doesn't go that far down to the school.

Motion made by Commissioner Krech to support this feasibility study.

Commissioner Boehmer agreed that it is a safety issue too. Keeping kids off the streets is important.

Chair Eiden will not be in support of this proposal at this time. He supports trails as they are needed. It's nice to say we need trails, do we need them in certain places, can we afford them, etc. For this particular area, he

would support the extension, as he knows for a fact that it would be used by the major business along there. The problem he has is with this proposal is its overkill.

Commissioner Farley asked Chair Eiden what his alternative would be?

Chair Eiden would think a straight plan to put a trail or sidewalk along that section of trail because he knows the business would use it every day. He doesn't think we need to consider sidewalks on one side and trails on the other. It's a good thing to open up all those possibilities to people, but that's just overkill.

Commissioner Krech asked Chair Eiden if he didn't think the trails here needed to be finished off?

Chair Eiden stated he worked in that area for 40 years, he has walked the trail there. He doesn't think we need to spend the money on both sides of the street. This goes from 55 north. The other side of the street from the apartment complexes that would prefer to walk along Babcock are not great in numbers. We could say let's consider if we want a trail from Upper 55th to the 494 trail.

Director Carlson responded that was part of what this study was going to look at. They will be talking with those people to find out what are their habits are, what would they like them to be. They may say they won't walk that direction. Then we know what we are not going to do.

Chair Eiden responded he has been in this City for 45 years. When presented with something they will tell you they want it. If someone wanted to say let's figure out if we want to put a walkway from Upper 55th along to the bridge is one thing. He knows those at CHS would want this. They are a community minded company. They have 1,000 employees in that complex right now. Those people walk every day. They come out of Cenex Drive where there is a sidewalk/trail and up to Upper 55th and they either go east to Blaine Avenue and back, or they cross over Babcock Trail, cross over Upper 55th and go down the trail next to 52. If you give them the option, they would go north because you have given them the option to.

Vice Chair Sethre asked Chair Eiden if his premise was, why do we ask someone something we should already know?

Chair Eiden agreed that was part of it. He looked at what the proposal is here. They will talk to property owners, residents, a representative of SHIP, Dakota County, business owners, at least one meeting with the City Council. It all sounds great. He has watched too many consultant's reports go one way or the other. He isn't ready for these people to go forward with this scope.

Vice Chair Sethre stated even if they put in a sidewalk, he doesn't know what the road is going to be, pavement, curb and gutter? Would it be connected via the trail through Cenex. He is in agreement with Chair Eiden on this.

Commissioner Krech asked what section we were looking at?

Vice Chair Sethre responded it was section "B" only.

Chair Eiden commented that if you want to do a section down by Salem Hills School, that's a different issue.

Commissioner Krech thought they would provide more information on sections A, B, and C. There's no option to go to Robert Street if you wanted to go that way. There's no sidewalks going "B" direction very far and none going down by the school. He felt the section they are talking about here would be too expensive to do that little of a piece.

Chair Eiden stated this says Babcock Trail to Upper 55th. That's it. He wouldn't have a problem doing a simple study that says do we fill that gap for these reasons. He is concerned with other things that the City will be taxed with if it was put in.

Commissioner Krech didn't know that it was just the one area, he thought it covered all three areas.

Commissioner Boehmer felt it would be better to go down by the school.

Chair Eiden is just not in favor of this particular proposal.

Commissioner Krech suggested tabling this and bringing it back.

Vice Chair Sethre asked what the difference was between a trail and a sidewalk?

Director Carlson responded that a sidewalk is a five foot wide piece of concrete that is generally designed for pedestrians. It's not designed for pedestrians and bicyclists. A trail is an eight to ten foot wide piece of bituminous that is designed for both pedestrians and bicyclists.

Commissioner Krech felt we needed to look at all three of those areas in this proposal and then come back with it.

Director Carlson stated there is some talk of trail gap A on the map. The consideration for a trail along section A, which is Upper 55th between Babcock Trail and Highway 3, would be addressed during the reconstruction of that road and is something the Engineering Department has in their work plan. He is unsure of the timeframe of the feasibility study for that. To be able to fit a trail in that section of the roadway will be about the road and trail construction at the same time. If you look at the section to the south of Upper 55th along Babcock that terrain has a County ditch system. It would be fairly difficult to build a trail section there without major roadway improvements. It is felt that a trail or a sidewalk along Babcock north of Upper 55th is more doable without major roadway modifications. That's why we are suggesting to do that section at this time. If the County proposed to rebuild a section of the road south of Upper 55th, then we would be talking about this then.

Commissioner Farley felt this was a lot of money to be just considering. In this day and age to fight to get the Golf Course through, but to ask for $26,000 of tax payer money on a feasibility study on some tar we may or may not lay down. He is so uncomfortable with this.

Director Carlson responded this is $20,000 worth of Grant money that we are using and $6,000 from the City. The $20,000 would have gone to another City if we had not applied for it and received it.

Commissioner Freer mentioned this was how we have received some of the amenities this Community has was through this program. Without the government getting involved, many communities wouldn't get amenities there. We wouldn't have the Community Center. These programs help us have healthy well rounded communities. As far as this proposal here tonight, he drives Babcock every day. There are people walking that road to get from that apartment area. The statement that you don't get things from a feasibility study as they seem like a waste of money, he's not arguing that, but that's how the system works. This is how we are going to get the trails completed in this Community. They are important here. He uses them to ride his bike to work. He uses them to run to stores. Many other people use these trails. Not everyone uses them and that's fine. Sidewalks and trails in a Community are a great asset. This is a project that benefits 5,000 people, and even if it's only 200 people that use it, that's fine. To stop a project like this when we have the money available over small ideas on how it should get done, doesn't make sense. He also agrees with it getting down to the school because those people walk down there too. It's very dangerous. When that reconstruction goes through, that would be a great addition. Especially if there is a sidewalk on both sides.

Commissioner Krech commented that if the County wants to put up $20,000, he would like to see a proposal on getting it down to the school so kids wouldn't walk on the road.

Chair Eiden stated no matter what you or I want, we are looking at what we want to do from Upper 55th Street north to 494. If you want to expand what you want, that's fine, but what we are doing is approving a feasibility study for trails from Upper 55th to 494.

Commissioner Farley read it differently than that.

Director Carlson stated if the feasibility study was approved by the Council as it is laid out now, we would be looking at our layout options along Babcock Trail between Upper 55th and 494. It may be a sidewalk on one side or the other, it could be on both sides. It could be a trail on one side or the other, it could be a trail on both sides. It may be a bike shoulder along the roadway. Those are the five possibilities that have been brought up. Conversations with those in the area may bring forward other ideas we don't know about. That is what the feasibility study looks at. It looks at the where it can be built, the cost, and will develop 30% plans that help us with where we would need to do grading, walls, curb cut, etc. It will give us an idea of what the project would look like should we go forward with construction. If we do decide to go forward with construction, based on what the study says, Dakota County Public Works Department is willing to help fund the cost of construction of a trail if that's what we want to do. If we don't like the outcome of the study or the costs, we can say thanks for the information and we may revisit another day.

Motion seconded by Commissioner Bauer.

Aye: 5
Nay: 1 (Eiden)
Abstain: 1 (Farley) Motion carried.

9. ADMINISTRATIVE PRESENTATIONS:

A. Department Happenings

Director Carlson will stand by for any questions.

Commissioner Farley found it interesting the use of the drones in the parks. Did anyone look at the websites that were referenced there?

Vice Chair Freer felt it added a whole new dimension to what is in our parks.

Director Carlson responded those website links in your packets is from a resident of Inver Grove Heights who is trying to get into the drone business. We are meeting with him to see how drones can be used to promote the parks systems and our programs. We do a good job with our brochure, newsletter, website, social media, etc. Yet, we still run into people that don't know we are there. He isn't sure how that happens, so if this is another way to reach people and educate them on the opportunities we have around here, and to get them outside and exercise and use our parks and trail systems, it could be something we look at trying to use. We will look at that technology as a way to tell our story.

Vice Chair Sethre asked about Fund 402, that comes from developers.

Director Carlson responded Fund 402 is the Park Development and Acquisition Fund. Money that goes into that fund comes from development in the Community and it's used for improvements to the parks system on a first-time basis. So this construction of a new trail is an eligible expense.

Commissioner Freer commented that the tennis courts are well done, as well as those for pickleball play. He sees a lot more people on them then he used to. It's good to see.

10. COMMISSION COMMENTS:

Commissioner Bauer attended the Women's Expo at the Armory. There was a lot going on. It was a nice fall event. It was very exciting to hear about some of the upcoming holiday activity. It was a great presentation by Tracy Petersen.

Commissioner Krech tried the Farmer's Market out and it worked out good. He found plenty of things to buy there. Worth the trip.

Vice Chair Sethre suggested getting outside to see the beautiful fall colors. Use your City parks and trails.

Commissioner Freer had no comment.

Commissioner Farley thought the progress being made is great on the golf course. It was a good report. Coming back to trails, he abstained from the vote as he is torn between the arguments given between Chair Eiden and Commissioner Freer. He does feel that if we are being provided these dollars and not taking advantage of it, we could be asking if it's a right thing to do. That's why he abstained.

Commissioner Boehmer had no comment.

Chair Eiden thanked everyone for tuning in and watching us. Your also invited to come down here. On Wednesday, November 9th we will be here again. Please keep your eyes open with whatever media you choose, be it brochures, Facebook, and Twitter, there is a lot of good things going on in this City. You should know what's going on and we would really like you to participate.

11. ADJOURN

Motion by Commissioner Farley, seconded by Vice Chair Sethre to adjourn the meeting at 8:30 p.m.

Aye: 7
Nay: 0 Motion carried.

AGENDA ITEM 9A

CITY OF INVER GROVE HEIGHTS **REQUEST FOR COMMISSION ACTION**

Consider Park Dedication Requirements for Pulte Homes of MN – Case NO 16-49SZV

Meeting Date:	November 9, 2016
Item Type:	Regular Agenda
Contact:	Eric Carlson – 651.450.2587
Prepared by:	Eric Carlson
Reviewed by:	Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED
Approve park dedication and trail requirements as recommended.

SUMMARY
The applicant is requesting a Preliminary Plat for a 10-lot single family subdivision. The property is located in the Northwest Area at 3790/3800 Dodd Road.

Park Land
The adopted Comprehensive Park Plan and Development Guide does not identify a need for a park in this general area; therefore, staff is not recommending the developer provide any park land dedication for this development.

Cash Dedication
It is recommended that the developer be required to provide cash in the amount of the rates in effect at the time the final plat is approved. The current 2016 rate is as follows:

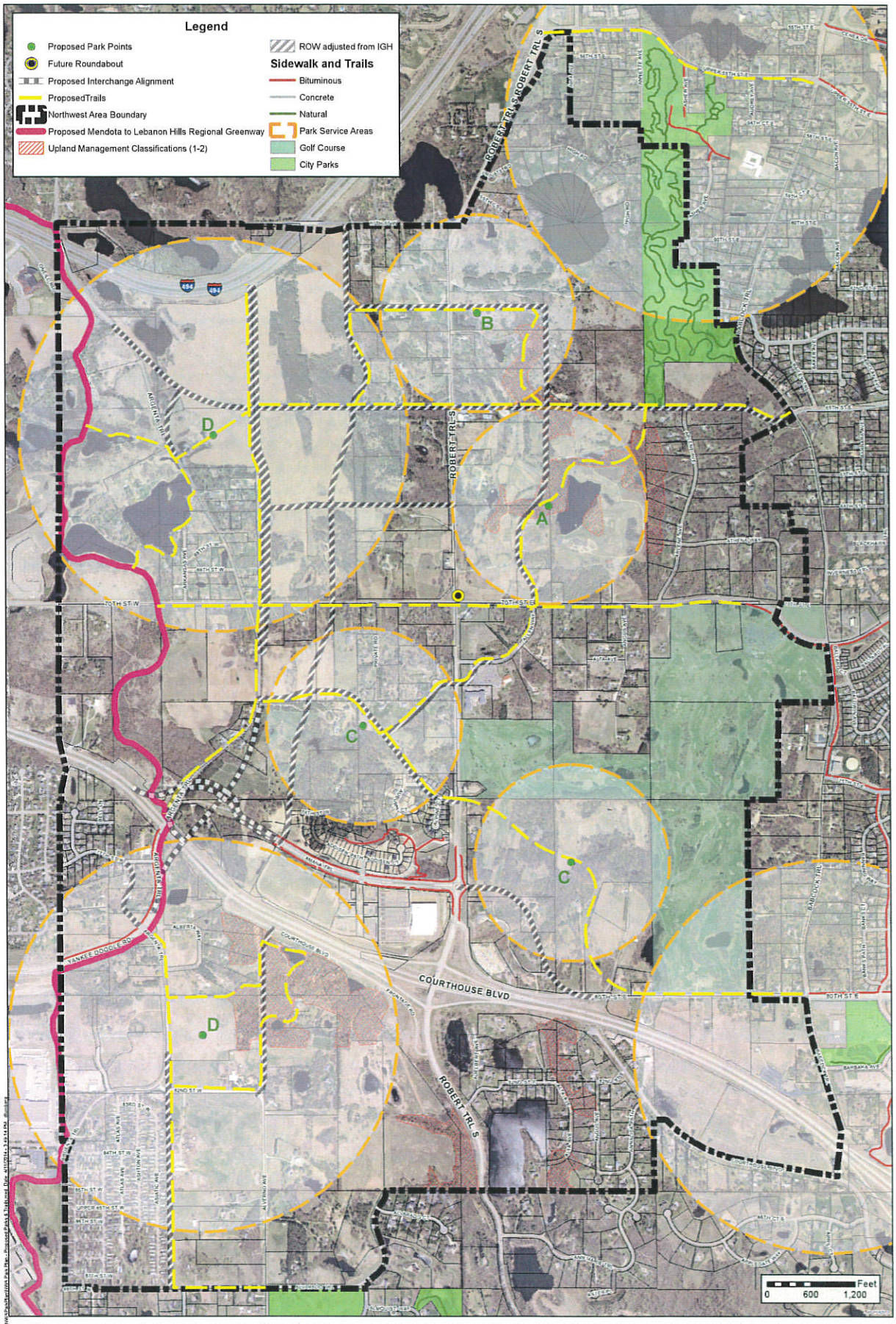
Single Family Residential $2,850 x 10 lots = $28,500

Trails/Sidewalks
Sidewalks should be considered by the developer for all subdivisions. The construction of sidewalks should meet ADA Standards for public sidewalks.

The Mendota Lebanon Regional Trail is proposed to cross Hwy 149 at Wescott Road. The Developer should provide a 30' trail easement on the northern tip of the proposed development for the future construction of the Regional Trail along Wescott Road in Inver Grove Heights.

Tree Preservation
The issue of tree preservation is a planning issue and not a PRAC issue. However, the Planning Commission and City Council should be encouraged to make sure the City's ordinance related to tree preservation is followed and if the developer isn't replacing trees on a caliper per caliper inch as outlined that they are required to provide the necessary cash payment that would be deposited in the Tree Fund and used in public parks and open spaces.

Landscaping
Given the Emerald Ash Borer (EAB) epidemic, ash trees should not be allowed to be planted and if any exist on the site they should be required to be removed.



Northwest Area Park Plan
Proposed Parks & Trails

City of Inver Grove Heights, MN

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AGENDA ITEM 9B

CITY OF INVER GROVE HEIGHTS **REQUEST FOR COMMISSION ACTION**

Consider Park Dedication Requirements for Xcel Energy – Case NO 16-43SV

Meeting Date:	November 9, 2016
Item Type:	Regular Agenda
Contact:	Eric Carlson – 651.450.2587
Prepared by:	Eric Carlson
Reviewed by:	Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Approve park dedication requirements as recommended.

SUMMARY

The applicant is requesting a Preliminary Plat for a lot split. The property is located north of 117th St in southern Inver Grove Heights. NSP (dba Xcel Energy) owns a 64 acre property located north of 117th St and west of Highway 52. NSP no longer has a need for the three large fuel tanks that are located on the property and therefore, they are proposing to subdivide a 15 acre parcel containing the fuel tanks. There are no additional structures being proposed and access to the property would remain the same. The uses on the property are not changing so the zoning and comprehensive plan designations are consistent with the proposed plat. Park dedication would be required for the newly created parcel. As noted in the attached letter from the application, they are requesting some flexibility in the amount of cash contribution to be collected.

Staff's position on the request is that our records indicate that there has not been park dedication paid on the 64 acres. If Xcel can produce evidence that park dedication has been paid in the past then the applicant would not owe any park dedication. Without evidence of park dedication being paid, we recommend full park dedication be paid on the lot split.

Park Land

The adopted Comprehensive Park Plan and Development Guide does not identify a need for a park in this general area; therefore, staff is not recommending the developer provide any park land dedication for this development.

Cash Dedication

It is recommended that the developer be required to provide cash in the amount of the rates in effect at the time the final plat is approved. The current 2016 rate is as follows:

Industrial Property $5,000/acre x 15 acres = $75,000

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October 19, 2016

Mayor and City Council
City of Inver Grove Heights, MN
8150 Barbara Lane
Inver Grove Heights, MN

RE: NSP Case No. 16-435V
Preliminary and Final Plat and Variance Request
Inver Hills Tank Farm

Dear Mayor and Council Members,

NSP submitted an application for the Inver Hills Tank Farm for your consideration. The planning report identified the requirement to pay a Park Dedication Fee of $75,000, which in our opinion seems excessive especially in light of the fact that the use of the property will remain the same and the existing facilities will remain in place. The number of people working at the facility and the number of vehicle trips are unchanged.

The nexus for the proposed plat is the sale of the property to a third party. The buyer plans on continuing with the same use. The existing facilities and the operations of the property will remain the same. For the reason noted above, the proposed plat does not create additional demand for the City's park system. NSP is requesting that the City Council review the proposed Park Dedication Fee and reduce it to an amount that is in line with the proposal at hand.

Thank you for your time and consideration.

Regards,

Brian Sullivan

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

NSP
Case No. 16-43SV

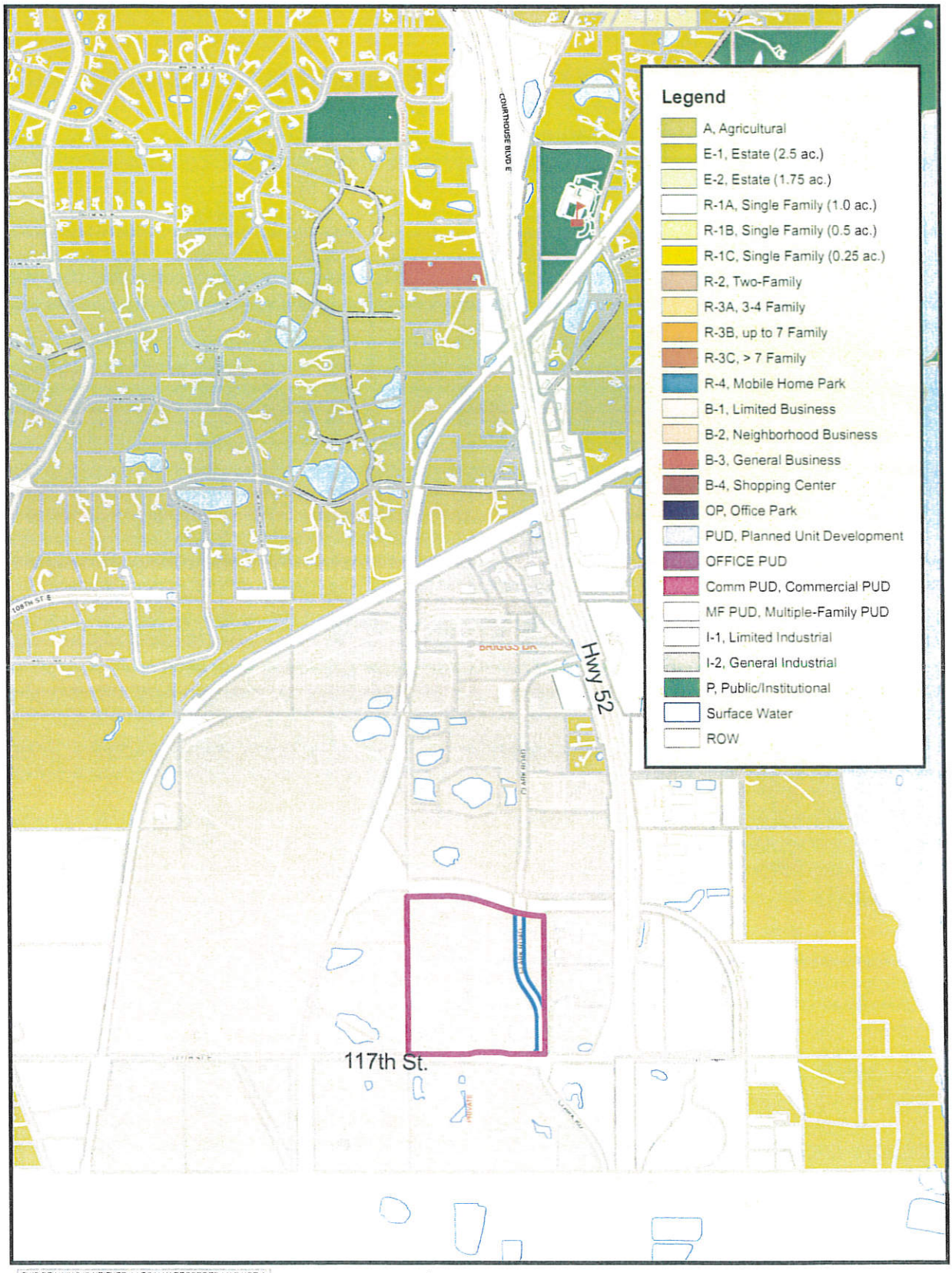

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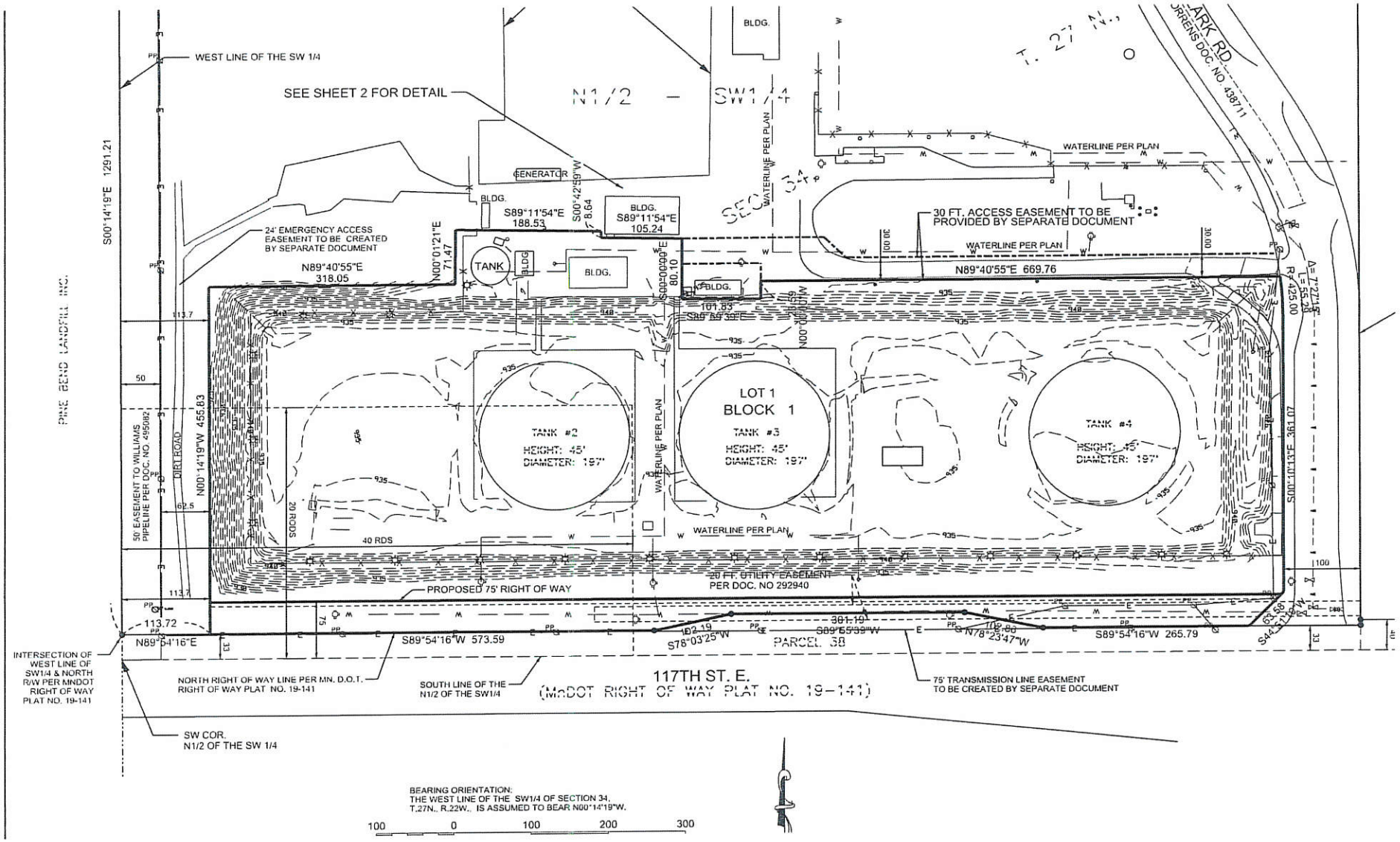
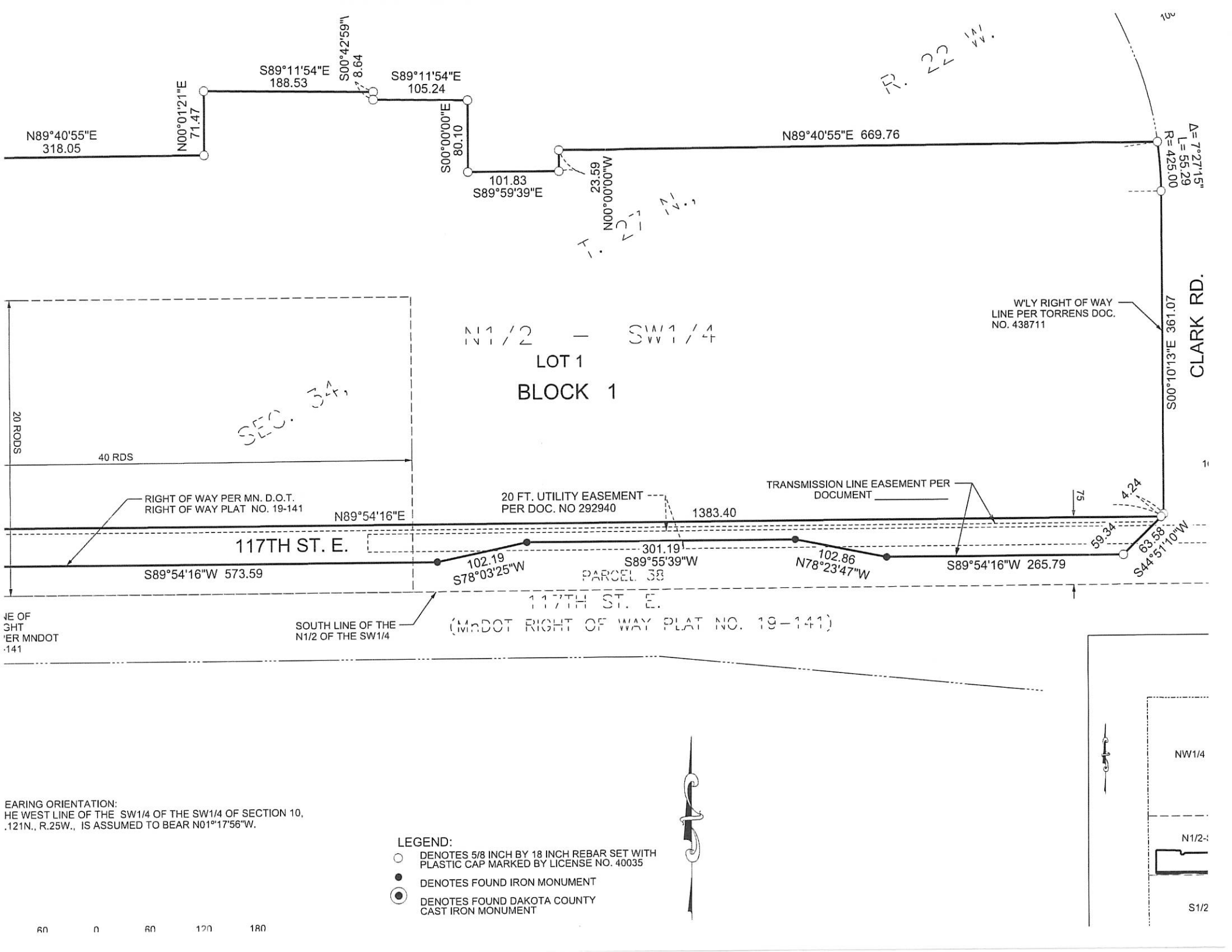
Exhibit A
Zoning and Location Map
Map not to scale



C. Preliminary Plat



EARING ORIENTATION:
HE WEST LINE OF THE SW1/4 OF THE SW1/4 OF SECTION 10,
.121N., R.25W., IS ASSUMED TO BEAR N01°17'56"W.

LEGEND:

- ○ DENOTES 5/8 INCH BY 18 INCH REBAR SET WITH PLASTIC CAP MARKED BY LICENSE NO. 40035
- ● DENOTES FOUND IRON MONUMENT
- ◉ DENOTES FOUND DAKOTA COUNTY CAST IRON MONUMENT

AGENDA ITEM 9A

CITY OF INVER GROVE HEIGHTS **REQUEST FOR COMMISSION ACTION**

Department Happenings

Meeting Date:	November 9, 2016
Item Type:	Administrative Presentations
Contact:	Eric Carlson – 651.450.2587
Prepared by:	Eric Carlson
Reviewed by:	Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

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

Fall Wrap Up

Our staff is working wrapping up all of our outside duties in preparation for the winter. All of the irrigation systems have been blown out and mowing has been completed for the year. We are working on some drainage issues at Rich Valley and installed some fence at Rich Valley in cooperation with the IGH Heat Soccer program.

River Front Park

We met with people living along River Road regarding River Front Park. A number of concerns were expressed about after hours usage of the park. We are researching some alternative and may be bringing forward a request to change the park hours at River Front park. We have installed some additional signage and done some tree trimming. We will keep the Commission apprised as more information is available.

GOLF COURSE DIVISION

Inver Wood Closing November 7th

Inver Wood will close on Monday, November 7th, for the remainder of the season. This will allow our contractor to finish their work and our staff to perform their year-end maintenance tasks. Over all, the project has gone smoothly. We anticipate that our contractor will need to return in the spring to address punch list items which will likely include reseeding of some areas, irrigation head adjustments, filling in of sunken irrigation trenches, etc. All of these activities are normal to a project similar to ours. At this point, we anticipate that the project will be under budget and believe that our golf course users are excited about golfing Inver Wood in the spring. Over the winter, we will be fine tuning our communication and marketing plan which will include some type of a Grand Re-Opening celebration in May/June.

Parks & Recreation Department
Department Happenings

RECREATION DIVISION

Holidays in the Heights Events
Staff will be preparing for our holiday events to take place in December which will include holiday tree lighting, family video bingo, breakfast with Santa/candy cane hunt, skate with Santa, selfie scavenger hunt and holiday lights contest.

Youth Basketball
The youth basketball programs start this fall with the kindergarten program slated to start in mid-November for youth grades 1-4 in early January.

New Holiday Baseball Clinic
Staff has partnered with the Inver Grove Heights Baseball Association to offer a free holiday clinic on Dec. 27 & 28 for kids to come and work on their baseball skills.

Outdoor Skating Rinks
Outdoor skating rinks are scheduled to open the week of December 19 (weather permitting) at Skyview, Oakwood and Groveland.

Rich Valley Building Painting/New Signage
The Rich Valley Concession/restroom building received a much needed painting this fall with a new color scheme. In addition, new signage was also installed to provide a fresh and clean look.

VMCC DIVISION

Indoor Pickleball
The program has started off well at the Community Center and will continue this winter through the end of May. Participants have already asked for some lessons to be added as well as have coordinated an equipment demo day. This new activity has provided a new physical activity with a great social component.

Holiday Challenge
Fitness will be coordinating their annual Holiday Challenge which challenges participants to lose and/or maintain weight during the holiday season. Prizes are awarded to those that maintain or lose weight as well as gift cards are awarded to the top three that lose the most weight. Program starts in mid-November and runs through the first week in January.

Log Rolling Birthday Parties
In an effort to broaden our success with the log rolling concept, staff will be trying log rolling birthday parties and a club this winter.

Parks & Recreation Department
Department Happenings

Staff Presents at MRPA Conference

Tammy Abrahamson, Aquatics Coordinator, recently presented at the Minnesota Recreation and Parks Association Conference on our log rolling initiative. This presentation was a part of a grant we received to purchase the log roll through the MN Recreation and Parks Foundation.

VMCC Rink Update

Over the course of the last few weeks we have been dealing with a brine leak on the East Rink. We had to shut the rink down in order to repair the leak. We have made the repair and the East Rink should be ready of use on Sunday morning which is the same message we have communicated to our users. Our maintenance staff has worked extremely hard to turn around the East rink. Our rink floor has a 20-25 year life expectancy and we are in year 20. With the issues we experienced the last two weeks, we will need to give serious consideration to replacement of the entire floor because the steel pipes which are a part of the system will continue to corrode and present possible unpredictable problems. From a budget perspective, an investment in a new floor will be $625,000 - $700,000. We will need to consider new boards and some ADA modifications which will increase the overall project investment to approximately $900,000. We will have more information and funding recommendations in the weeks/months to come.

VMCC/Grove Locker Room Security Update

We have been having issues with the security of our locker rooms at the Grove. We have implemented a number of steps intended to help address these issues including:

- Daily pass users now have to provide a picture ID which we make a copy of and keep in a folder
- The installation of wallet/phone lockers in the hallway between the locker rooms and fitness center will take place by the middle of next week, this will provide users a safer, lockable location to store their valuables
- Signage has been installed providing users with a reminder that they should notleave their valuables unattended
- Continue to research a inexpensive security camera solution

AGENDA ITEM 10

CITY OF INVER GROVE HEIGHTS **REQUEST FOR COMMISSION ACTION**

Commission Comments

Meeting Date:	November 9, 2016
Item Type:	Commission Presentations
Contact:	Eric Carlson – 651.450.2587
Prepared by:	Eric Carlson
Reviewed by:	Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

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

SUMMARY

None.