



**Inver Grove Heights  
Park and Recreation Advisory Commission  
Wednesday, March 9, 2016  
8150 Barbara Avenue  
7:00pm**

1. CALL TO ORDER
2. ROLL CALL
3. PRESENTATIONS – Items that don't require action
  - A. Preview of Summer Programs – Tracy, Jen, Al
4. ANNOUNCEMENTS
  - A. You can find information regarding the City of Inver Grove Heights by visiting our web site at [www.invergroveheights.org](http://www.invergroveheights.org)
  - B. Find us on Facebook at Inver Grove Heights Parks & Recreation
  - C. Follow us on Twitter at @IGHParks
  - D. Next Meeting; April 13, 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 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 February 10, 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 Approval of Proposal from Friends of the Mississippi River for Heritage Village Park & Swing Bridge Park Restoration Work
  - B. Consider Approval of 2016 Tree Replacement Plan
9. ADMINISTRATIVE PRESENTATIONS - Items that need to be discussed without any actions.
  - A. Department Happenings
  - B. Future of Our Parks Report – Park & Recreation System Plan
  - C. Dog Park Sub-Committee Update
10. COMMISSION COMMENTS – A chance for Commissioners to ask questions or make comments.
11. ADJOURN

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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.

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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

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**City of Inver Grove Heights Minutes of the Proceedings  
Of The Park and Recreation Advisory Commission  
Wednesday, February 10, 2016**

**1. CALL TO ORDER:**

Chair Eiden called the February 10, 2016 Park and Recreation Advisory Commission Meeting to order at 7:00 p.m.

**2. ROLL CALL:**

**Present:** Chair Al Eiden; Vice Chair Mark Freer; Commissioners: Deb Tix and Kevin Sethre. Commissioner Bauer arrived at 7:55 p.m.

Parks and Recreation Director Eric Carlson

**Absent:** Recording Clerk Sheri Yourczek

Chair Eiden apologized that a number of Commissioners are not in attendance this evening. He also needs to leave at 8:00 p.m. for an appointment. Under the circumstances, he would almost suggest they delay the meeting for another time, but since so many have come out; we will get to that agenda item. He asked that when you come up to speak, please give your name and address for the record. In deference to giving everyone the chance to speak, he would appreciate it if people with new commentaries go first before we do repeats.

**3. PRESENTATIONS:**

**A. Inver Wood Golf Course Preview - Matt**

Matt Moynihan, Inver Wood Golf Course Operations Superintendent, gave a brief overview of 2016 at Inver Wood.

-Since it's off season at the golf course, they have a lot of website updates going on.

-Rates are posted to the 2016 current levels.

-They are accepting registrations for leagues, clinics, lessons, and programs. They have a well attended junior program, as well as programs on the weekends for the ladies.

All that information is on our website at [www.inverwood.org](http://www.inverwood.org).

-One of the big things that happened last year was alcohol sales at the golf course Monday through Saturday. That license went through at the end of August. This will be the first year the leagues will be able to participate in that. It will be interesting to see the revenue from that. They have been working with Mr. Kuntz to get that actual license extended to Sunday as well. That will enable us to have one full inventory rather than keeping two separate ones.

Chair Eiden asked how the Foot Golf program was doing.

Superintendent Moynihan responded they rolled out a Foot Golf program last year and had about 10,000 people. It is about \$10.00 per green fee, between adults and juniors. They had success last year. He believes it will go up this year. It seems to be catching up with a different crowd. We had 3M and Ecolab using it for team building. He had even spoke to Parks and Recreation Director Eric Carlson about perhaps extending that to the City employees to do some team building so other departments can get to know each other. They have had a lot of soccer programs take part, outside of the soccer season, so they can get together and get to know each other. All ages have tried it and everyone seems to like it.

Chair Eiden commented it only takes about an hour or so to play, so it's a good alternative to golf when you don't have much time.

Commissioner Farley asked about inventories and the licensing for alcohol at the course?

Superintendent Moynihan stated they used to have a 3.2 non-intoxicating liquor license. Currently we have a strong full license, but on Sunday's we have to operate under the 3.2. We have to keep the two separate. It would be nice to have it continue through to Sunday's.

**4. ANNOUNCEMENTS:**

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

**5. CONSENT AGENDA:**

- A. Approval of Agenda
- B. Approval of Minutes of January 13, 2016

Chair Eiden tabled the Consent Agenda at this time as they do not have a quorum to approve.

**6. PUBLIC COMMENT:**

None

**7. UNFINISHED BUSINESS:**

None

**8. REGULAR AGENDA:**

**A. Discuss Establishment of a Dog Park**

Parks and Recreation Director Eric Carlson stated quite a few people are in the audience this evening to speak about the Dog Park issue. We have been talking about this for a few years now. It has not been determined as to whether or not we will have a dog park. There is a group of volunteers in the Community that have organized themselves to discuss the issue further and they have encouraged dog park lovers to attend this evening and share their thoughts with the Commission. He will continue with a brief presentation about that and then we will take some feedback from those in the audience. The presentation is as follows:

Off-Leash Dog Park History

- Park Commission began discussions in 2009
- Proposed River Heights Park 2010. Met with neighborhood objections
- Consider multiple sites within the City
- Some interest in an off-leash area

Off-Leash Dog Park Survey

- Survey Monkey
  - Email addresses (1,000+)
  - Dog license holders (1,000+)
  - Website
  - Facebook
  - Twitter

- 700 responses
- IGH residents
- Dog owners

We asked how many dogs residents own (most owned one), how often would you use it (most responded between once a week or more if one existed in the City). We asked if they would be willing to pay an annual fee to use a dog park (roughly 400 responded yes, roughly 300 responded no). We asked how much they would be willing to pay (the majority would be willing to pay \$16.00 or more annually if a dog park were provided). We asked if they were using other dog parks now, where they were going (most were going to South St. Paul).

#### Survey Summary

- 700 responses – IGH residents dog owners
- Approximately 400 people would use an off-leash dog park at least weekly
- Approximately 300 people would be willing to pay \$16.00 or more annually to use an off-leash dog park
- Off-leash area should be a dog park (6+ acres).

#### Components of a Successful Dog Park

- 6+ acre area
- Fenced area
- Trees/Rolling terrain
- On-site parking
- Potable water
- Security lighting
- Site amenities (trash/benches, etc.)

#### Probable Dog Park Development Investment

-Parking (Off-street at least 10-15 cars)	TBD
-Fencing	\$40,000
-Lighting	\$15,000
-Water	\$10,000
-Site Amenities	\$10,000
Total:	\$75,000

#### Probably Annual Operating Cost

-Mowing	\$2,200
-Trash Removal(summer)	\$4,100
-Trash Removal (winter)	\$3,200
-Miscellaneous Staff Time	\$4,400
-Dog Poop Bags	\$1,000
-Misc.	\$3,600
-Portable Toilet	\$1,300
Total:	\$20,000

#### Probable Revenue

Annual Passes (est. \$20x300)	\$6,000.00
Daily Passes	\$500.00
Donations	\$1,500.00
Total:	\$8,000.00

## Partnership with the City

City Provides:            -Location  
                                  -Finance Improvements  
                                  -Maintenance Assistance  
                                  -Insurance  
                                  -Operations Coordination

Dog Park Group Provides:    -Involvement in location and design process  
                                  -Raise funds and writes grants to donate  
                                  -\$\$ For site development  
                                  -Friends group to assist with maintenance and operations

## Locations:

-Heritage Village Park 10.6 acres East of Concord and North of 65<sup>th</sup> Street  
-Heritage Village Park 2.89 acres on the end of Doffing Avenue  
-City Hall Campus 8195 Babcock Trail East 3.86 acres behind Community Center

## Questions for Consideration

-Is there appropriate public support for a dog park?  
-What is the correct site/design and do we have a location that works?  
-Do volunteers have a financial requirement for the initial investment, if so what is it?  
-Do volunteers have an in-kind requirement once the dog park is operating?

Vice Chair Freer asked in regards to Heritage Village Park, was anything designed in those areas at all, or is it just open space right now?

Director Carlson responded right now it is just un-programmed space.

Commissioner Tix asked if that was near the gun range?

Director Carlson responded one location is away from where the gun range is. Heritage Village Park is bordered by South St. Paul and just on the other side is the South St. Paul Gun Club.

Carol Nankivel, 8875 Inver Grove Trail, thanked them for their time on the agenda and those that have come to support this evening. She attended the meeting where Director Carlson presented the results from the survey. She elected to be the Chair for the group. This is a group of people that have been getting together to discuss the dog park. This group could have spent hours talking about the pros and cons, but decided to focus on building support. They took part in Inver Grove Heights Days; handed out business cards, have a Facebook page, and a Gmail email address. They have 200 Facebook likes, and 100+ email addresses. Phase 1 was for us to be able to reach people. They have watched previous Commission meetings regarding dog park discussions and it was spoken about needing support. She didn't know what type of support was needed, but here they are. Support in her mind is the number of users who would use this facility multiplied by active engagement. There are close to 40 people here who would say they would support this. As far as the number of users, if you build it, they will come. If you ask any Community that has a dog park, there is someone there every day, morning, noon, and night. They are there on Holiday's. If it is here, it will get used. Until we have something solid to talk about, we don't know what we are reacting to. They came to show support.

Vice Chair Freer asked of those that come up to speak, please name the most important element of a dog park they believe is important. Is it location, type of park, etc.

Ms. Nankivel mentioned when they first started this group, they invited a gentleman who was very active in getting the Battle Creek Dog Park, and he had a statement that stuck with her. "Don't go with the idea that you

are building a dog park that is for dogs, that's like building a golf course that is just for golf balls. You are building it for the people". For herself personally, she is sedentary, her dogs get her out, she needs a dog park that will exercise her.

Dawn Vorderbruggen, 7477 Cahill Avenue, commented that it is for people to get some exercise, and it also helps build a sense of community for those who go to the dog park. You make friends with other dog owners. You go have coffee with the friends you have made there. It builds a sense of community. She builds products for a living. As for costs, she didn't feel we have to swallow that all at one time. Build us a place with a fence, and if that's all we have for two years, that's all we have. We can put other things in later. Please don't think of this as all or nothing. Please think of this as we can do this in stages, and then gauge the interest.

Melvyn Leach, 5905 Blackberry Ridge Path, commented he has only been in Inver Grove for a couple of years, but loves the parks and the trail system here as he can walk his dog on a leash. Half of the dogs in Inver Grove are not on a leash in the parks in Inver Grove. Most of the dogs that he meets are off leash. He thinks there is very much a need for our dogs in a controlled area. Safety is important, exercise is important. He felt three acres is really small. Dakota Woods is 10 acres. Battle Creek is 35 acres. If we are going to provide an area, we need it to be a size where people can exercise their dogs. Shade is important. He felt the Heritage Village sites look like two flat desolate areas. He doesn't feel he will see the dog park in his days, but maybe there are other places we can look at. He liked the survey that came out regarding this. Water for the dog to swim would be a great option as well. The best dog parks have that. Shade, size, and water are the most important for him. Benches are not so much. He brings his own water for the dog, so he doesn't see a need to spend the money on that.

Keith Vorderbruggen, 7477 Cahill Avenue, felt a dog park is not only important for those that already live here, but it could be a big draw for others too. He hears of those he works with that take their dogs to dog parks. It would be nice to have one local. Parking is very important, especially for those that need easy access.

Lori Mo, 7413 Boyd Avenue, has lived here for 30+ years. For about half of those years she has been buying permits and driving to dog parks in other jurisdictions. There are several available, but none really close or convenient. While she appreciates the beautiful parks we already have, she thinks we could come up with a dog park plan that could also make the City proud. Her experience in other places is that they are busy, used heavily, they are clean, there are active volunteers, and people that are willing to pay for permits. The \$20.00 figure quoted is fine, and notices people could be willing to pay more too. She asked what they need to do to help move this along.

Gary Lothenbach, 7879 Dempsey Way, has lived here for 40 years. Everything that has been said rings true. He attends the South St. Paul dog park. It is good socially, and good for the dogs too. He doesn't think they have had a group come before this Commission before that is willing to help build this facility. You have two sheets of ice, he doesn't believe too many of the skaters have come here to state they are willing to put money or labor into it. Same applies to golfers. He is a retired from construction. They can put trades people together and they can build the facility once it is fenced off. They can raise funds for amenities. Once it's fenced up we could be self sufficient other than mowing the grass.

Jennifer Godfrey, 7110 Corliss Way, has been attending meetings and trying to help out the core group. She has lived here for 11 years. They usually go to the Dakota Woods dog park. It's very out of the way, but a great park. She believes a lot of people would use a park here. When she has gone out for a walk, she is impressed with the number of people who own dogs here. The most important thing is to have a nice location with trees and space. We can add things later. We will settle for whatever there is, but we need space for the dogs to run around. She felt having a dog park will help citizens and their dogs exercise and bring the community together in another way.

Margie Wass, 8260 Cooper Way, has been living here since 1983. She has always had a dog and walks it every day. She walks on the trails because of the convenience. She is one of the ones who let the dog go off leash as her dog comes when called. She has gone to the dog parks, loves them, but to drive 10 to 15 miles, it's easier to just walk down the block. She has gone to the South St. Paul one. It doesn't have trees, and neither herself, nor her dog liked it at all and have not gone back. It is important to have something of substantial size with trees. Users meet together, spread chips, clean up after the dogs, and tend to maintain it themselves.

Sean Anderson, 10080 Cloman Path, has had at least one or two dogs. He loves South Valley Park. He rarely sees another person down there. When he goes to South St. Paul's dog park, he sees at least 20 to 30 people there, so people do use the park. He felt South Valley could be used as a dog park, it's very peaceful.

Vice Chair Freer felt that area could be challenging due to those who could have issues. It can be wet down in the flat area, it's a bowl shape. He agrees it is a beautiful area and is under used. If he can think of a way to use it, he would be interested in hearing it.

Dawn Vonderbruggen stated she also lives next to South Valley Park and has given a lot of thought about that area as well.

Jason Godfrey, 7110 Corliss Way, felt having a good area with trees is important. That's why he drives the extra distance to Dakota Woods instead of South St. Paul. He was wondering if Rich Valley Park could be an idea for space, it's not as close, but it's a pretty big area.

Beth Baumeister, lives at 8967 Coffman Path, which is a Homeowners Association. She recommends looking for a place big enough that a dog can be off leash and could chase a ball that's being thrown from a Chuck-it. It's nice to have a place where her dog can run for half an hour and then rest.

Lexie Noelle, 7328 Bolton Way, felt her generation either has a baby, or has a baby that is a dog. She felt if we have a dog park, South St. Paul residents would come, Mendota Heights, etc. They both have dog parks, but there are no trees. Trees would be an important part of it.

Chair Eiden stated he recently visited a few of the dog parks, namely, South St. Paul, West St. Paul, and Dakota Woods. As you probably noticed, we did talk about this in 2009. In 2016 we are no farther ahead than we were in 2009. This group has shown that you are interested. You have a lot of good ideas; we just need to figure out how to go forward with them. He has jotted down a number of ideas as well. In past years, we had a subcommittee discuss having a dog park in Inver Grove Heights. As he watched Director Carlson's presentation, we have been given information, but many we don't even know the answers to. Our next step should be, for our staff and the sub-committee, to come up with some definite specifics. There are issues to talk about, location being the prime one. We need to be more definitive in what we are doing as far as a plan. The Parks Commission should give you more ideas as to what our expectations would be for your participation. He appreciates the cost analysis, but there could be other things entering in. For example, maybe we have to purchase land we don't have in the park system now. There are so many things we have left vague. We should go back and have our subcommittee put down criteria that is more specific. We can list out that the citizens want more than three acres, more topography, etc., so we can say this is what is going to happen here. All of the places we have tried to locate a dog park in the past have been found unacceptable by people. If we are going to make this work, we need to address all the considerations in a concrete manner. The City needs to start first, as they are going to have a prime role by being a City amenity. We can keep you all in the loop, but we need to get an outline plan at least.

Vice Chair Freer commented the dog park subcommittee right now just exists of him and Commissioner Tix. They have been on it for about a year. When it was started up, in meeting with the parks staff, the number one criteria for us was to see this group here. Without this group here, he wasn't willing to support it. He didn't feel it makes sense for us to make judgments without input from the Community. What you have done tonight is

very important to him. He has two dogs. One runs a lot. He's never used dog parks much, as he just goes out in the neighborhood. He probably would if one were available here. He has visited Dakota Woods and South St. Paul. Location is going to be the toughest element here. Terrain and trees are important and water may not always be possible. They will meet again, but we needed this meeting here first. He thanked everyone for coming out and taking the time to show that there is a groundswell of support. This could grow rapidly if they could get the location established.

Chair Eiden asked if Commissioner Tix was still interested in pursuing this.

Commissioner Tix agreed.

Ms. Nankivel commented that is exactly the outcome they wanted. That is the perfect next step. They will be back with any support you need on this.

Director Carlson stated he will continue to work with Ms. Nankivel if we need to get any information out at anytime.

Chair Eiden thanked everyone for attending, and particularly for giving us perspectives that hopefully they can now do something with.

Commissioner Bauer joined the meeting at 7:55 p.m.

Chair Eiden needed to leave the meeting due to another commitment but asked about the need for a quorum for additional agenda items.

Director Carlson said he wasn't worried about a quorum. They can let the City Council know these issues were reviewed by the Commission and there wasn't full attendance. But by consensus that you feel a certain way.

Vice Chair Freer will run the remainder of the meeting.

## **B. Consider Approval of Contract with Disc Golf Course Provider**

Recreation Superintendent Tracy Petersen stated this is for the renewal of the North Valley Disc Golf Operations agreement with Municipal Disc Golf Management. As you know we entered into a new agreement where they had a mobile sales trailer that sold passes, some disc golf equipment, and concessions. This was well received. They did a better job with on-site presence and the customer service. From 2011-2014 we had another vendor provide that same service but we saw a significant difference this last year. The fees would remain the same. 17 and under would be free. 18 and over would pay in full. The split would be 60/40. 60 would be City, 40 for the management company. They provide rental discs with paid admission. They liked that the sales unit could also sell concessions to those that used the soccer and ball fields. This agreement would allow us to continue to partner with South St. Paul as they also use Municipal Disc Golf Management, so we have the reciprocity at both courses. We are looking into youth leagues and clinics. That park has always had problems with vandalism. This operation has allowed us to have a second set of eyes and ears out there. It has been very beneficial to our parks staff to have them out there. The split from our past vendor was 80/20. This arrangement gives us a bit more funding as well. Having a vendor down there allows us to open up the course to new users that haven't been out there before. We were also able to do a tournament for Inver Grove Heights Days. Staff recommends approval in renewing this agreement with Municipal Disc Golf Management for one year for the 2016 season.

Commissioner Sethre asked about the increase in revenue. Did we have more people or revenue?

Superintendent Petersen responded it was both the split and the number of people. She felt that was attributed to the new vendor.

Vice Chair Freer asked why just one year?

Superintendent Petersen responded it is renewable up to five years. We reserve the right to renew it every year. If the split were to change, this gives us an opportunity to tweak the agreement if necessary.

Director Carlson stated due to the fact that there isn't a quorum for this, if you could just show your support for or against this, we would be good with that action this evening.

**Aye: 4**  
**Nay: 0      Supported.**

### **C. Adopt 2016 Park Commission Work Plan**

Director Carlson stated after the January meeting we held a work study session to talk about a number of different possible issues the Commission would address in 2016 in an effort to create a work plan. The work plan that we laid out identifies what was discussed at that meeting. Those are as follows:

1. Work on development of alternative funding sources
2. The development of a South Valley Park Master Plan
3. Address some of our short and long term staffing needs within the department
4. To continue to work on the Park and Recreation System Plan
5. Planning for the park system within the northwest area

Commissioner Bauer asked if these were ordered in any certain order? Will we be working on all of them at any given time?

Director Carlson responded they are not in any certain order and will all be addressed.

Vice Chair Freer asked if there will be sub-groups developed?

Director Carlson responded he could see a sub-group for the first two, and the fourth one. The others the entire Commission can deal with.

**Vice Chair Freer felt all were on board with this.**

### **D. Approve Rich Valley Potable Water Well**

Director Carlson stated Rich Valley Park serves quite a bit of our active athletic needs. There are baseball, softball, and soccer fields there, a large playground, a picnic shelter, basketball court, and tennis court. It is a very active park in our parks system, used in the early spring until late fall. There is a well there that serves the concession stand building at that location. It provides safe drinking water to people that use the park. That well has caused us a number of problems, and sometimes during the week and weekends we are unable to provide water, and when that happens we are unable to provide flushed toilets, safe drinking water, etc. That creates issues for us. Our Park Maintenance Staff, and the Utility Staff have investigated what our options are. They investigated bringing the existing well up to an acceptable level; they also investigated and are recommending installing a new four inch well in the park. We received quotes for the work. We recommend hiring Keys Well Drilling Company; they have a quote under \$70,000. We may need to add to the cost of the overall project so we want to establish a project budget of \$90,000.

Commissioner Sethre asked if it was a capacity problem?

Director Carlson responded it is not as much of a capacity problem as it is a water quality problem. It's well water, so it's not filtered. It creates clogging issues. The new well wouldn't be filtered water like from the water treatment plant, but the analysis done by the company is that we need to go deeper into an aquifer to get better water into our park.

Vice Chair Freer asked if a new well will help with the clogging issues?

Director Carlson responded they believe that will help with as they will be digging deeper and there should be less iron involved with that.

Vice Chair Freer asked if the neighborhood was on that well? This state's we should get better water, but we won't know that for sure. He isn't sure we should allot this money for something that may or may not work.

Director Carlson responded there is no city water service in that area of town. Everyone there has their own well. As for the locations of the wells on private property, he is unaware of where those are and how deep.

Director Carlson stated they have struggled with water quality with that well over the last five years at least. They have spent some resources to try to clean the well, chlorinate it, etc. They had two different companies look at it, and between that and our utility staff, the recommendation is to draw a smaller well. Going deeper should produce better water quality.

Vice Chair Freer wasn't sure if we should have better water in the ball park than the neighborhood has. If it's a matter of what we have that is causing the system to break down, that's one issue, but if it's about having better water that is more drinkable, that's another.

Director Carlson said it is causing the system in the park to break down and get clogged. When that happens we don't have water for flushing toilets, nor water for drinking, or for the concession stand to use. Then it becomes a significant issue.

Commissioner Tix asked if we would be capping the existing well?

Director Carlson responded we will be using both. We use it for irrigation purposes. We are not concerned about the quality of the water for that.

Commissioner Bauer asked if that was a health safety issue?

Director Carlson responded that he wouldn't put it as a health safety issue, because the water they have there today is safe to drink. The case is the well we have there now causes problems with our filtration system. When that gets backed up, we can't provide water. When someone is there that needs water, and flushes a toilet, they can't. The breakdown seems to happen more so when we have large events.

Commissioner Tix commented that we have heard from Associations that it is a nice place to play. When you are having a tournament with 60 plus kids with girls, and we don't have facilities that work, they are going to walk away not thinking as highly of our facilities as they should. We need to have facilities there that they can use.

Vice Chair Freer agreed with that, but that this is a new issue he hasn't heard of before. He asked if there was another funding source? Maybe the fund that the City has from the landfill? He felt it was a bit of a hit for our fund right now. This type of money could probably do a fairly decent dog park. While this may be a necessary item there, it's a lot of money.

Director Carlson responded some of the money is coming from that fund to begin with. They wouldn't be recommending it if they didn't feel it was important.

Commissioner Sethre asked how often that park is used?

Recreation Superintendent Tracy Petersen responded that facility is used May 1<sup>st</sup> through the middle of October, seven days a week. They have had 11 tournaments out there. There are two areas for restrooms right now. Besides the golf course this is probably the highest used facility we have in our parks system right now. Not being able to have those restroom facilities poses an impact to that volume of users, and for the concessions and operations.

Commissioner Tix commented that one of the things we have spoken about over the last few months was that we need to be able to continue to maintain the facilities that we have before we build new ones. While she fully wants a dog park herself, she would back a water well over a dog park at this point. This is just something that needs to happen.

Commissioner Sethre agreed that maintaining should be priority.

**Vice Chair Freer felt they were all in favor of supporting.**

**Aye: 4**  
**Nay: 0 Supported.**

#### **E. Approve Portable Toilet Contract**

Director Carlson said we have typically done a three year contract for portable toilets. Our contract expires soon. They currently use Nature Calls. We are happy with the service they provide and they gave us a good price. We recommend that we enter into another three year contract with Nature Calls.

**Vice Chair Freer asked for those in favor or opposed to please vote.**

**Aye: 4**  
**Nay: 0 Supported.**

#### **F. Approve Inver Wood Golf Course Project**

Director Carlson commented that we have been working on some improvement projects at Inver Wood Golf Course. Those include replacing the irrigation system, removing, rebuilding, and reshaping the existing bunkers, and making some improvements to the driving range that are designed to increase the profitability and revenue we generate. They have worked with an Architect and an Irrigation Engineer to do some feasibility study work. We brought that information before the Commission and the City Council. Plans and specifications were developed and we put those out to bid a few Friday's ago. We will speak about those bid results this evening. First he wanted to go over the following presentation:

##### City Mission/Values

The City Mission:

The Mission of the City of Inver Grove Heights is to provide services and facilities that enhance the quality of life in our vibrant community.

The City Values:

Ethical decisions by doing the right thing  
Engaged people by delivering collaborative results  
Excellence by setting high standards and exceeding expectations

### Framing Decisions:

- Ability to remain fiscally stable
- Improve or stabilize operation efficiencies
- Improve customer service
- Staying attentive to our regulatory environment

### Brief History:

Inver Wood opened in 1992

- 18-hole Championship
- 9-hole Executive
- 18-hole Foot Golf
- 40 station Practice Range

Improvements are 25+ years old

1,300,000 rounds of golf played since it opened

### Inver Wood Community Asset

- Recreational A game for all ages and individuals
- Social Provides regular social interaction for a large variety of people
- Economical Additional means to attract community development and increase property values
- Environmental Green space protected and conserved

### Golf Course Improvements

- Reduce the number of bunkers on the course speeding up play
- New bunkers easier to maintain allowing maintenance staff to improve course
- Increase the size of tee box on Championship Hole #17

### Driving Range

- Golf technology has rendered driving range too short
- Move back tee and adjust netting to improve customer satisfaction
- Improve safety of range
- Provides for increased revenue potential  
 $\$30,000 \times 25 \text{ years} = \$750,000$

### Irrigation System

- Existing irrigation system is not supported in the industry
- 40 to 50 issues annually increasing maintenance costs
- Critical to the success and visibility of the golf course

### Project Investment Overview

Irrigation/Bunkers/Range	\$2,195,700
Storm Water Issues (est.)	\$60,000
Top Soil	\$75,000
Electric/Pump	\$20,000
Architect	\$26,000
Misc. (est.)	\$35,000
Contingency	\$75,000
Total Project	\$2,486,700

Director Carlson commented those are the costs involved with this project. We have received three bids. One was from a local Minnesota company, one from Nebraska, and another from Illinois. The lowest bid was \$954,000 from Duininck Golf, from Minnesota, for all of the bunkers and range work that has been described. Each of the contractors also bid two different irrigation systems. One was a Rain Bird System, the other a Toro

System. In all of the cases, the Toro Irrigation System was the lowest bid. Duininck Golf was the lowest bid at \$1,130,000. The contractors were also asked to bid on ten alternates. That allows us some flexibility as we award the bid. Staff recommends Alternative #2, which is a \$3,000 Duininck deduct from the overall price. City staff would be responsible to remove trees in the way. Two other alternates we recommend is #9, which is purchasing Toro Flex Heads for all of the heads on the golf course which is a contract add of \$16,700. Those allow all the heads on the course to be set at any degree between zero and 360. The last add alternate is #10, which is \$98,000, to add irrigation around the clubhouse, which is not currently irrigated, and adding irrigation along the entranceway at 70<sup>th</sup> for \$ 2,195,700.

There are also other items that we need to deal with such as:

- Storm water issues and erosion control that won't be part of the contract, but a part of the overall project.
- We are going to be the ones to purchase the top soil the contractor uses on the golf course. That is estimated at \$75,000.
- We will also need to replace a pump in the pump house.
- Relocate an electrical transformer.
- We are going to need to pay an Architect for some contract administration and observation of the project.
- We need to have a project contingency for the project.

We are recommending that the project be financed in the following way:

The initial improvements paid for out of the Central Equipment Fund. There would be an interest free loan to the Golf Course Fund. The Central Equipment Fund would be paid back over time. The first would be a million dollar contribution from the Host Community Fund that would be done over a 10 year period at \$100,000 a year to the Central Equipment Fund. The other way to pay back the Central Equipment Fund would be in golf course revenue over a 25 year period, under \$60,000 a year.

Time Line:

January 22, 2015	Bids Opened
February 10, 2016	Park and Recreation Commission
February 22, 2016	City Council Approval of Project
August 1, 2016	Contractor Begins Work
August – December 2016	Construction
March/April 2017	Golfers Enjoy Improvements

Commissioner Sethre asked where we came up with the \$30,000 extra revenue? Is that from the driving range?

Director Carlson commented they have estimated the extra revenue would come from the driving range if it was improved and that would be about \$25,000 to \$50,000 in additional revenue due to more people coming to use it.

Superintendent Moynihan commented that one of the biggest turnoffs is that we don't have enough grass tee space here. There have been times that there have been areas of dirt. If we have a longer tee space, we have more time to grow that grass, and we can open earlier too. There won't be more spaces, just more yards to move back into fresh grass. This way we are always on a good turf situation. Another issue is the balls going out of the fencing area. We also get a lot of people who ask about mats versus greens. Some just leave if they hear they are hitting off the mats.

Commissioner Sethre asked if we have a breakdown of the irrigation, bunkers, and the range. He is all for maintaining assets.

Director Carlson responded that information should be in your packets. The bunkers and the range are one number. They are not broken down.

Vice Chair Freer stated he has been on this committee for three years. He's fought this most of the way, in the end; he doesn't feel City, State, and Federal Government should be running things that should be private industry.

He stated Matt Moynihan and the Parks Staff have made it very difficult to get any ground on getting it out of the City ownership. They have done a great job when they took over, changing things, adding revenue, being open to the Commission, and suggestions. Even though he still believes we should get out of private industries, this is a very good course, we have a good plan, and the improvement plan has been refined very well. If he wanted to trim anything, perhaps the irrigation at the front and around the clubhouse would be an area. He didn't feel it would add too much if we didn't have it, although if they are already out there digging, this may be the time to do it. This will take care of a lot of things, but there will be other things that will need to be done here. He thinks they run a good golf course. He will be over there using it and contributing his dollars. He felt it is a great asset to the Community.

**Aye: 4**

**Nay: 0 Supported.**

Commissioner Tix commented the Clubhouse always seems to be green as it is now. Is that being done manually? So that could be a cost savings and man hours that way.

Joel Metz, Golf Course Superintendent, responded that it varies. This was a rainy year, so it got a lot of watering that way. They kind of let the Clubhouse go, but on occasion set up sprinklers in the front and back. The parking lot islands are not irrigated nor anything that runs along 70<sup>th</sup> Street. We used less water at the course last year due to rain then we have ever had.

Director Carlson stated the anticipated increased revenues that we are going to generate at the range, is half the golf courses responsibility in this project if the financing recommendation is followed. Without the range, you lose more revenue.

## **9. ADMINISTRATIVE PRESENTATIONS:**

### **A. Department Happenings**

Director Carlson will answer any questions anyone may have.

### **B. Future of Our Parks Report – Park & Recreation System Plan**

Nothing at this time.

## **10. COMMISSION COMMENTS:**

Commissioner Bauer had no comment.

Commissioner Tix was impressed with the turnout regarding the dog park. She is one of those people that has liked them on Facebook and has seen their updates. She wasn't expecting so many here, but that was good to see tonight.

Commissioner Sethre agreed. It was nice to see so many people here in support of the dog park and willing to step up and get involved. Especially with logistics and labor. His experience is though, that you can say one thing, but when it comes down to it, some can't do it. He isn't saying that will happen here, but it does happen. It was very encouraging to see all those who want to get involved and get things done. We need to get together and figure out exactly what that is.

Commissioner Tix felt it was good to see the differences in what everyone wanted. Each person has a different thing they want, have different dogs, expectations, etc.

Vice Chair Freer stated the dog park committee will work through some of those issues. It was a very good meeting and nice to talk to the audience for once.

**11. ADJOURN**

**Motion by Commissioner Tix to adjourn the meeting at 8:52 p.m. Seconded by Commissioner Sethre .**

**Aye: 4**

**Nay: 0      Motion carried.**

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

**Consider Approval of Proposal from Friends of the Mississippi River for Heritage Village Park & Swing Bridge Park Restoration Work**

Meeting Date: March 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:**

<input 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**

The Commission is asked to support a funding partnership with the Friends of the Mississippi River (FMR). The City’s investment is \$11,590 which would be funded from the Park Maintenance Fund (Fund 444). FMR’s funding would be from an LCCMR Metro Conservation Corridors grant in the amount of \$16,800.

**SUMMARY**

Friends of the Mississippi River (FMR) and the City are partnering to improve the native vegetation of Heritage Village Park and Swing Bridge Park. FMR will seek a grant from the LCCMR in the amount of \$16,800 and the City will contribute \$11,590 from Fund 444.

The project includes the following:

- Conduct restoration at Heritage Village Park and Swing Bridge Park
- Removal of invasive species
- Floodplain forest restoration
- Oak savanna restoration
- Woody invasive plant removal
- Seeding
- Shrub planting
- Planting of 75 bur oaks

The City and FMR have partnered in project in the past with positive results.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COMMISSION ACTION**

**Consider Approval 2016 Tree Replacement Plan**

Meeting Date: March 9, 2016  
 Item Type: Regular Agenda  
 Contact: Eric Carlson – 651.450.2587  
 Prepared by: Eric Carlson  
 Reviewed by: Brian Swoboda

**Fiscal/FTE Impact:**

<input 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 checked="" type="checkbox"/>	Other

**PURPOSE/ACTION REQUESTED**

Consider approval of the proposed 2016 Tree Replacement Plan.

**SUMMARY**

**Background:**

The Commission and Council approved the Tree Preservation Mitigation Fund and Tree Replacement Plan Policy in early 2003. (See attached). The purpose of the policy is to provide criteria for the expenditure of funds in the City of Inver Grove Heights Tree protection and Preservation Fund. The policy provides for expenditures of up to 50% of the fund in any given year. The current balance in the Tree Preservation Mitigation Fund (Fund 443) is approximately \$10,300 (50% = \$5,000).

The following is the recommended 2016 expenditures:

**Proposed 2016 Tree Preservation Fund**

<u>Project Description</u>	<u>Quantity</u>	<u>Cost</u>
Spade trees from Salem Hills tree nursery	10 trees	\$1,000
Plant container trees in various parks	10 trees	\$1,000
Re-stock tree nursery with bare root trees	50 trees	\$1,000
Hardwood mulch	100 yards	<u>\$2,000</u>
	<b>TOTAL</b>	<b>\$5,000</b>

## **POLICY**

### **TREE PRESERVATION MITIGATION FUND**

#### **TREE REPLACEMENT PLAN**

### **PURPOSE AND INTENT OF POLICY**

The purpose of this policy is to provide criteria for the expenditure of funds in the City of Inver Grove Heights Tree Protection and Preservation Fund. The intent is the enhancement of the city's forest resource.

### **POLICY**

Funds may be used as follows:

#### **1. Reforestation Program**

The Reforestation Program includes the purchase and planting of trees on public land including, but not limited to city parks, city golf course, city nursery, storm sewer retention ponds, open space and limited road right-of-way such as Cahill Ave. between Upper 55<sup>th</sup> St. and 80<sup>th</sup> St. with community-wide significance. Costs may include tree purchase, planting, and a maintenance period (i.e. irrigation, tree staking, fertilization, pruning, etc.) until the tree(s) becomes established.

#### **2. Special Needs**

In the event of a natural disaster or other identifiable special need, funds may be contributed to other city sponsored reforestation programs.

### **CONTINUANCE OF POLICY**

This policy shall apply only to funds received specifically from Tree Protection and Preservation Mitigation Fund (Code 515.90 Subd 28) from applications to the City. At no time may the fund deplete by more than 50%, or to less than \$10,000 in any given year, without the express consent of the City Council.

### **RESPONSIBILITY**

The Director of Parks and Recreation and the City Administrator shall have primary responsibility for the implementation and coordination of this policy per Code 515.90 Subd 28. An annual tree replacement plan, prepared by Parks Division, will be submitted for Park and Recreation Advisory Commission review and City Council approval.

Approved by the Inver Grove Heights City Council 2/10/03

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COMMISSION ACTION**

**Department Happenings**

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Meeting Date: March 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:**  
 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**

### **Parks Division Prepares For Spring**

The parks maintenance department has been working on many different tasks which include finishing up the skating season and are cleaning and painting buildings to prepare for the spring. The crew is also repairing hockey nets. The crew is also removing graffiti off of the trash cans and installing new handles on them to make it easier to empty. The crew has been trimming trees and working on our equipment. We have been transitioning to spring with the changing over the equipment that we can. The crew has finished repairing and rebuilding the park picnic tables. We also are cleaning up a lot of loose trash in the parks now that the snow is mostly gone.



# Parks & Recreation Department Department Happenings



## **RECREATION DIVISION**

### **Youth Track Program**

Our youth track program for youth in grades K-6 returns this spring! We'll be utilizing the track at Simley High School. The program begins April 25 and provides youth an introduction to track events and running.

### **Egg Hunts**

Our annual egg hunt and flashlight egg hunt will be held on Saturday, March 19. More information on both is available online at [www.invergroveheights.org/onlineregistration](http://www.invergroveheights.org/onlineregistration)

### **Free Soccer & Lacrosse Clinics**

We will be hosting free clinics on Saturday, March 12 to introduce kids to soccer and lacrosse as well as provide an opportunity for parents to learn about our various programs, camps and leagues. The soccer carnival is in partnership with IGH Heat and the lacrosse clinic is done in conjunction with IGH Youth Lacrosse.

### **Spring Break Camps**

Our new spring break camps will be held the week of March 28. Offerings include a theatre camp, adventure camp and art camp.

### **Summer Hiring**

Staff is in the process of advertising and promoting our various summer job opportunities. We will be trying some "drop-in" interview days at the Community Center in March.

### **Summer Brochure Hits Homes!**

The summer brochure is out and highlights all of the upcoming programs, classes, special events and camps we will be offering through August. Our brochure cover highlights a group playing the latest craze of pickleball!



## Parks & Recreation Department Department Happenings



### **VMCC DIVISION**

#### **Spring Ice Show:**

The Learn to Skate program will be conducting their 7th Annual Ice Show on Saturday, April 23 with two shows at 2 pm & 6pm. This is a great way for our skating participants to show off everything they have learned in class. The event is \$5 per person for the public to watch.

#### **VMCC Hosts Home Improvement & Design Expo**

The Community Center will again be hosting this expo on Saturday, April 9 from 10am-5pm on the turf. Up to 150 exhibitors will be on hand offering expert tips and ideas. Free seminars will also take place along with a free goodie bag for the first 100 people in line.

#### **Active Aging Fair**

The fair will be back again on Wednesday, April 20 from 9am-noon at the Community Center. There will be vendor booths as well as free fitness classes and an enrollment special that day.

#### **New Cardio Equipment in Fitness Center**

The fitness center received seven (7) new treadmills and two (2) elliptical machines last week. Members and guests have been pleased with the new equipment.

### **GOLF COURSE DIVISION**

#### **Spring is in the Air**

With the early spring we seem to be experiencing staff at the golf course are hurrying to get the clubhouse and equipment ready to go. With temperatures predicted to be in the 50's it won't be long before the course opens.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COMMISSION ACTION**

**Commission Comments**

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Meeting Date: March 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:**  
 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.