

**Inver Grove Heights
Park and Recreation Advisory Commission
Wednesday, April 13, 2011
8150 Barbara Avenue
7:00pm**

1. CALL TO ORDER
2. ROLL CALL
3. PRESENTATIONS – Items that don't require action.
 - A. VMCC/Grove Aquatic Report
4. ANNOUNCEMENTS
 - A. You can find information regarding the City of Inver Grove Heights by visiting our web site at www.ci.inver-grove-heights.mn.us
 - B. Next Meeting; May 11, 2011 Work Session 6:45pm; Regular Meeting 7:00pm
5. CONSENT AGENDA – All items on the Consent Agenda are considered routine and have been made available to the Commission at least two days prior to the meeting; the times will be enacted in one motion. There will be no separate discussion of these items unless a Commission member or citizen so request, in which event the item will be removed from this Agenda and considered in normal sequence.
 - A. Approval of Agenda
 - B. Approval of Minutes of March 9, 2011
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. Review Plans for the Rock Island Swing Bridge Monument Sign
 - B. Review Trail Gap Findings and Recommendations
 - C. Review Park Naming Policy
 - D. Review Changes to the Park and Recreation Ordinances
 - E. Review Rock Island Swing Bridge Rules
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.

**City of Inver Grove Heights Minutes of the Proceedings
Of The Park and Recreation Advisory Commission
Wednesday, March 9, 2011**

1. CALL TO ORDER:

Vice Chair Schueller called the March 9, 2011 Park and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Vice Chair Dennis Schueller; Commissioners: Chris Solberg, Marty Silvi, Stan Johnson, Keith Joyce, Jim Huffman, and Willie Krech

Park and Recreation Director Eric Carlson

Absent: Chair Al Eiden; Commissioner Joe Boehmer; Recording Clerk Sheri Yourczek

3. PRESENTATIONS:

A. Membership Report

Bethany Adams, Guest Services and Marketing Supervisor at the Community Center, spoke regarding membership in 2010.

Membership Revenue:

*In 2010 we made \$795,905. In 2009 we had \$771,360. This is a total increase of 3.18% and \$24,545.

*2011 Membership Revenue:

-January 2010 was \$74,993 and January 2011 is at \$80,984.

-February 2010 was \$65,850 and February 2011 is at \$72,480.

We are hoping to continue that increase and get new memberships in, as well as keep those that are there to stay.

Admissions:

*2009 Admission Revenue: \$116,677

*2010 Admission Revenue: \$121,085

*10 time passes sold in 2010: 359

*One time admissions sold in 2010: 15,721

Membership Usage:

*2010 Member Check-Ins: 161,438

*Approximately 450 members per day

*Monday is the busiest day of the week for member check-ins with 30,974

*Sunday is the least busy day for member check-ins with 12,417

Membership Breakdown:

*Dual memberships: 162

*Household Memberships: 242

*Senior Memberships: 249

*Single Memberships: 350

*Student/Youth: 33

Insurance Program Participants:

*Health Partners: 481

*Blue Cross/Blue Shield: 263

*Medica: 108

*UCare: 78

*PreferredOne (NEW!): 5

*Silver Sneakers: 292 Medica and Humana help pay for these free memberships.

Membership Demographics:

Top 5 Cities Members Live:

- *Inver Grove Heights: 294
- *South St. Paul: 270
- *West St. Paul: 107
- *Eagan: 100
- *St. Paul: 49

Age Categories of Members:

- *9 and under: 439
- *10 through 19: 459
- *20 through 29: 435
- *30 through 49: 1130
- *50 through 69: 895
- *70 Plus: 330

We just had our 10 year Anniversary. 10 years ago in February the Grove/Aquatic and Fitness Center portion opened. Throughout the week we had some membership specials. This brought in 63 new memberships. A morning reception was held for daytime members offering entertainment, coffee, and cake. We had a member appreciation night, bingo in the pool, and a family free fun day. Door prizes were given away. About 300 people showed up that day. We had a City reception as well that Mayor Tourville and Representative Atkins spoke at. This was all a great success.

Vice Chair Schueller asked if the membership includes the opportunity for skating?

Supervisor Adams responded it does. Not many other health clubs have this, so we try to promote that we have it.

B. Preview of Spring/Summer Recreation Program

Al Vandehoef, Recreation Coordinator, highlighted some spring and summer programs.

Community Events:

*Healthy Active Aging Fair will be held in April. It has now expanded into the Armory Gym due to more vendors and attendance. Information on health, wellness, finance, housing, etc., as well as free fitness classes will be offered.

*Indoor Garage and Toy Sale has grown as well. We used the gym last year and had about 50 vendors. We are doing it the same day as the May Day 5K to hopefully bring in more people. Last year a lot of the vendors liked that we had the sale as some couldn't hold sales of their own due to where they live. A truck in the back took donations from anyone who didn't want to take their items home.

*Learn To Skate started last night and is up 30 from last year. This is the highest attended session. At the end of the session we do an ice show.

Family Activities:

*Mother/Son Sports Night. We had 50 participants last year. We do activities, have pizza, a DJ, games, etc.

*Egg Hunt sponsored with Heartland Credit Union. This is offered free out at Rich Valley Park. We have about 220 to 230 participants.

Upcoming Sports:

*Soccer Carnival. This is a collaborative with the HEAT Soccer Association.

*Boys Lacrosse is coming up in the spring. Numbers are up from when we first offered the program. Since it's a Varsity sport at the high school now, we have seen our numbers grow. Due to that growth we have expanded the age groups.

*Archery is another up and coming sport. We have a Grant that will help get some equipment and an instructor.

*Tennis has been steady in numbers. Teen tennis has increased as they have traveled to other Cities.

*Baseball/Softball is coming up soon too. We are collaborating with the Softball Association to offer more instructional programming for 4 to 9 year old girls. They are also organizing some games with surrounding Communities.

New things:

*Farmer's Market. Every single Thursday we will offer something other than just the Farmers Market. We hope to have some musicians, kid's art, library visits, and kid's events during the market to offer more variety weekly. Toward the end of the market run we will hold an Open House for fall sports.

*The Summer Brochure is being worked on. Some new offerings:

*Disc Golf Camp at the Disc Golf Course. Kids that take the camp can enter the Disc Golf Tournament event for free during IGH Days.

*Fishing Derby in June.

*Pickle Ball will be tried out at the tennis courts at North Valley. We are excited to offer this new program.

*Family Geo-caching. This is a new way to explore the parks as a family.

*Mountain Bike Camp. This is a way to utilize the mountain bike course over at Salem Hills.

*Evening preschool instructional sport classes.

*Camps. We are trying to go away from the Skyhawks camps and do some more camps on our own. We have found some groups to work with that will have better revenue for us.

Commissioner Krech asked if they coordinate things with Dakota County as far as camping?

Coordinator Vandehoef responded they have done some classes with Dakota County such as Let's Canoe and an Outdoor Living Skills Camp. The skills camp was where kids made a fort out of nothing but sticks and branches. They did some hiking and identified various plants. There is a program that we do at Lebanon Hills Park as well. They have used their instructors and their facilities for this.

Vice Chair Schueller thanked him for the report.

Coordinator Vandehoef commented they are already looking forward to fall programming too.

Parks and Recreation Director Eric Carlson wanted to recognize Bethany and Al for all the work they do. Bethany coordinates all of the memberships up at the Grove and as you can tell, it's been pretty successful during the last three years. Our memberships and people that use the facility are becoming healthier because of this. We have an asset here that other Communities do not have.

Al has done a great job with the upcoming programs. While he could have spoken further on both upcoming and current events, we wanted to highlight the newer activities at this time.

Thanks to both of them and the rest of the Staff that have put on all the programs for the residents to enjoy.

C. Presentation of Picture Collages for the VMCC/Grove

Superintendent Tracy Petersen wanted to recognize Dakota County Technical College for their contributions to the Community Center. Currently digital photography murals are located in the lobby of the Community Center. They have been there for five years and were done in conjunction with Dakota County. Connie Larson is the instructor of the advanced photo shop class at the facility. She has a student here with her this evening to help show you what they have come up with for the fitness track walls. The work they have done will add vibrancy and color to the fitness track area. This project was done at no cost to the City.

Connie Larson stated this was a project that one advanced class does in graphic design. They are encouraged by the school to give to the civic engagements within the Community. In this case, we are going to do the whole walking area on the top level. It will consist of a number of pieces of artwork in a variety of sizes.

Commissioner Krech asked if these were painted on the walls?

Connie Larson stated these are neither painted nor permanent but they last a long time. They just need to be hung up. Rosemount Community Center and their City Hall, Eagan's Community Center, and their Library, as well as the Hastings Library have some of their work. We just want to build a positive relationship with the Communities and give the students a chance to display the work that they do.

Superintendent Petersen wanted to present them with a plaque that states Inver Grove Heights Park and Recreation presented to Dakota County Technical College Visual Communications Department for artistic contributions by the Advanced Photoshop Class to the Veterans Memorial Community Center 2011. She appreciates their efforts. They were great to work with. All students were very creative.

Commissioner Joyce thought it was awesome.

Commissioner Solberg asked if they were pictures from Inver Grove or are they pictures from everywhere?

Superintendent Petersen responded there are two more as shown here. The rest are action stick figures. Inside the figures are pictures of Community members at different Community events.

Vice Chair Schueller appreciated their efforts. He commented it was nice seeing this type of thing on the wall rather than advertising. He thanked them for their work.

He also wanted to thank those that presented here this evening. They did an excellent job. It's educational to all the Board members and the Community as well. He urged them to continue these presentations and keep us updated.

4. ANNOUNCEMENTS:

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

www.ci.inver-grove-heights.mn.us

B. City of Inver Grove Heights Trail Gap Public Meeting – Wednesday, March 16, 2011 6:00 -7:30 p.m. at the VMCC

C. The next Park and Recreation Advisory Commission Meeting will be April 13, 2011. Work Session 6:45 p.m.; Regular Meeting 7:00 p.m.

5. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of Minutes of February 9, 2011

Motion by Commissioner Joyce, seconded by Commissioner Solberg to approve the Consent Agenda as presented.

Ayes: 7

Nays: 0 Motion carried.

6. PUBLIC COMMENT:

Gary Wilsonbach, 7879 Dempsey Way, has a dog and goes down to the South St. Paul Dog Park several times a week. There have been a group of people there that have shared some concerns on whether Inver Grove plans to put in a dog park. What would the facilities include? At the South St. Paul facility they have done some of the improvements and maintenance themselves. Their major concern would be to have our own Dog Park in Inver Grove. There was some information in the minutes a couple months back, but haven't heard anything about it since. In the Insights there's a whole page regarding dog rules, etc. Where is Inver Grove at with the dog park plans?

Director Carlson responded as many of you recall as part of the update to the Heritage Village Master Plan a dog park was discussed and then it was decided to move it from this park to the potential property just north of Lion's Park. Lion's Park is located north of 65th Street, along Highway 52. There is approximately 50 acres of land adjacent to the park that is currently MNDOT property. The City is in the process of purchasing that property and hope to carve out five to ten acres of it for a dog park. Hopefully by 2012, they hope to have a dog park within the boundaries of Inver Grove Heights. We are waiting to make sure we have the right location within the Community so that it's successful and doesn't bother the neighborhood. The area north of Lion's Park has no neighbors close to it, and it has pretty good terrain.

Commissioner Huffman asked if there were trails in there now?

Director Carlson responded there is a trail along 52 that goes through Lion's Park. The dog park would be separate from all of that.

7. UNFINISHED BUSINESS:

None

8. REGULAR AGENDA:

A. Review RFP for Heritage Village Park Architectural Building Concepts

Director Carlson stated this item is to approve an RFP (request for proposal) for the purposes of soliciting an architectural firm to provide a feasibility study for the buildings and structures proposed in the updated Heritage Village Park Master Plan. This would help with the size, building materials, etc., so we can establish a theme or style for the facilities. There is a parking lot to the south of 66th Street, that building would be owned by Dakota County and house some restrooms. We have spoken to them and they will help pay for some of the study. We want our buildings to look like their building. We will involve the Commission in a subcommittee format. An open house will be held for the public. This study won't put together a plan for building the buildings, but to help in design. It is a master plan of sorts for the buildings. We will select the firm that turns in the best proposal. Then we will start working with them to work on these plans. Approximate cost to this study could be between \$10,000 to \$20,000. As stated, that cost will be shared with the County.

Motion by Commissioner Joyce, seconded by Commissioner Johnson to approve.

Ayes: 7

Nays: 0 Motion carried.

B. Approve the Submittal of an Outdoor Recreation Grant for Skyview Athletic Field Conversion Project

Director Carlson stated this is about the conversion of two softball/baseball fields at the park to be converted to a rectangular field that would be suitable for football, lacrosse, or soccer. We brought that concept to the City Council. They were comfortable with moving it to a neighborhood meeting. We held that meeting and 109 households were invited to give their thoughts about the project. About a dozen people attended. Most were supportive, one was opposed. In addition to the meeting, he also received a few written comments, most of those being in favor, one being opposed. Generally this seems to be a viable project. We are working with the Soccer and Football Associations on this so that they are financially able to support this project. A public hearing will take place on March 28. We can't make any improvements before that, but will sign a Grant. The Grant requires the entire park be ADA accessible. It's possible the building may not be. We can add that cost to the Grant application. This is estimated to cost \$102,000 and consists of irrigation, seeding, and site amenities. We will request \$41,000 in Grant funds and \$61,000 in match funds (\$20,000 youth athletics and \$41,000 in Park Acquisition and Development Funds). At this time we are requesting approval to submit the Grant subject to Council approval on the 28th.

Commissioner Krech asked if those that play ball down there will have a problem with fewer fields?

Director Carlson stated it shouldn't be as we have more fields elsewhere they can use. Most of what plays down there now are our own Park and Recreation programs.

Commissioner Silvi asked if anything has been done about purchasing the land on the east side of the park? Are we going to look in to purchasing this at some point? We should show some interest in it if it is feasible.

Director Carlson said no, not at this time. We could speak to them at some point.

Motion by Commissioner Krech, seconded by Commissioner Joyce to approve.

Commissioner Solberg asked since we are going to be working on the park, have we looked to see if other improvements need to be made?

Director Carlson responded that the tennis courts were resurfaced last year. The two hockey rinks are relatively new as is the lighting system. The three issues there are the building, it's about 35 years old, showing its age, not every efficient. We will be addressing that in the near future. The playground equipment is due to be replaced either this year or next year. We are also looking at the parking lot for expansion. There are parking issues there when activities are scheduled in the park. When the playground equipment is replaced, we could tear it down and relocate it elsewhere and extend the parking. We have planned for the future there. When it comes time to take out the playground equipment we will have a better idea of what we can do. We don't have the money allocated right now to do it all at once.

Ayes: 7

Nays: 0 Motion carried.

9. ADMINISTRATIVE PRESENTATIONS

A. Department Happenings

Director Carlson stated he will stand by to answer any questions.

Commissioner Joyce asked how close we were to the golf course opening?

Director Carlson stated last year we opened nine days from now. As of now, we are probably a month out. A lot of changes have to happen there weather wise before we open. All improvements were put in place and will be operational when it opens this spring.

10. COMMISSION COMMENTS:

Commissioner Huffman had no comment

Commissioner Silvi had no comment.

Commissioner Krech hopes everyone is getting ready for Easter.

Commissioner Johnson had no comment.

Commissioner Joyce is hoping that the flooding isn't as bad as they say it is going to be.

Commissioner Solberg had no comment.

Vice Chair Schueller stated the presentations went really well and hopes they can continue to update us.

11. ADJOURN

Motion by Commissioner Joyce, seconded Commissioner Solberg to adjourn the meeting at 7:50 p.m.

Ayes: 7

Nays: 0

Motion carried.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Review Plans for the Rock Island Swing Bridge Monument Sign

Meeting Date: April 13, 2011
Item Type: Regular Agenda
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by:

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

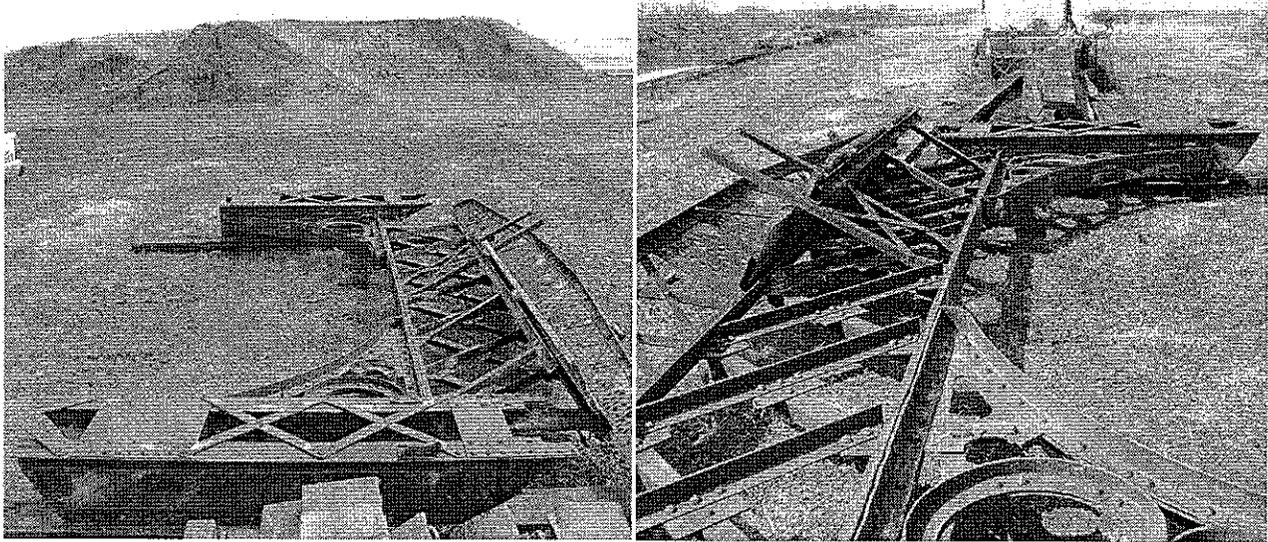
Review plans for the reuse of the old sign from the Rock Island Swing Bridge.

SUMMARY

Commissioner James Huffman has been instrumental in securing artifacts from the Rock Island Swing Bridge project during the demolition portions of the project. One of the items salvaged was the old sign.

Mr. Frank Rashnott, a resident and business owner in Inver Grove Heights, has volunteered his time, talent, and resources to help the City design, plan and reconstruct the old sign from the original Rock Island Swing Bridge.

Mr. Rashnott will attend the meeting and will be sharing his plan. Generally speaking the plan is for the sign to be reconstructed over the 12' trail that will lead from the parking lot on the south side of 66th St. to the bridge itself.



Review Trail Gap Findings and Recommendations

Meeting Date: April 13, 2011
 Item Type: Regular Agenda
 Contact: Mark Borgwardt – 651.450.2581
 Prepared by: Mark Borgwardt
 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

Receive information and provide input to the City Council, trail planning consultant (HKGi - Hoisington Koegler Group) and staff, approved at September 13, 2010 City Council meeting utilizing \$16,000 mini-grant secured by city staff from Dakota County Active Living Program to identify gaps and key improvements to the IGH trails system and prioritize actions to fill those gaps and improve the trail network, to create a more active and healthy community and encourage non-motorized transportation as outlined in the recently adopted Inver Grove Heights Comprehensive Park Plan & Development Guide.

SUMMARY

The study process has five tasks as outlined below:

Task 1 Data Gathering and Trail System Evaluation – November 2010

Task 2 Council and Commissions Work Session/Meeting – November 22, 2010 and December 8, 2010

Task 3 Draft Trail and Sidewalk Improvement Plan – December 2010- January 2011

Task 4 Community Review –March 16, 2011

Approximately 30 people attended the community review meeting on Wednesday evening March 16th to offer feedback on study map and recommendations of HKGi and staff. Consensus was very positive towards connecting existing trail system and the benefits of making these connections to health, transportation and connectivity of community.

Task 5 Final Trail and Sidewalk Improvement Plan –April 2011

This process also advances goals outlined in the recently adopted Inver Grove Heights Comprehensive Park Plan & Development Guide, which calls for providing connection of the community's sidewalk and trail system (map attached). The plan also states the City should continue to make every effort to provide off-road trails as outlined in the trail master Plan and to capitalize upon the many sources of grants and aid at the local, state and federal level. It is also a policy under the Parks goals section of plan, "To promote safe, convenient and coordinated facilities for alternative means of transportation throughout the City of Inver Grove Heights." The Parks and Recreation Advisory Commission and Planning Commission are being asked for input on attached HKGi and staff recommendations, and to make recommendation to City Council on how to implement Gap Study.



PREPARED FOR
the City of Inver Grove Heights

PREPARED BY 
Hoisington Koegler Group 



TRAIL AND SIDEWALK GAP STUDY

DRAFT APRIL 2011



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REPORT



INTRODUCTION

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

Study Goal:

Prioritize trail and sidewalk improvements to enhance connectivity and safety.

Study Objectives:

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



BENEFITS OF A CONNECTED TRAIL AND SIDEWALK SYSTEM

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

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

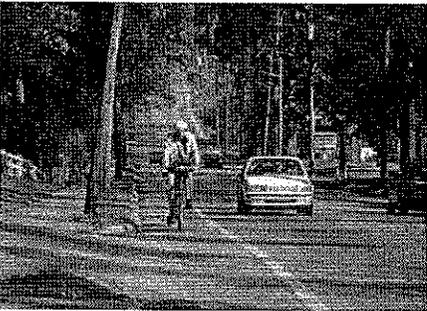
Promote healthy active living - Trails and sidewalks provide health benefits and exercise while going about daily activities. Trails and sidewalks improve individual and community health and reduce health care costs.

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

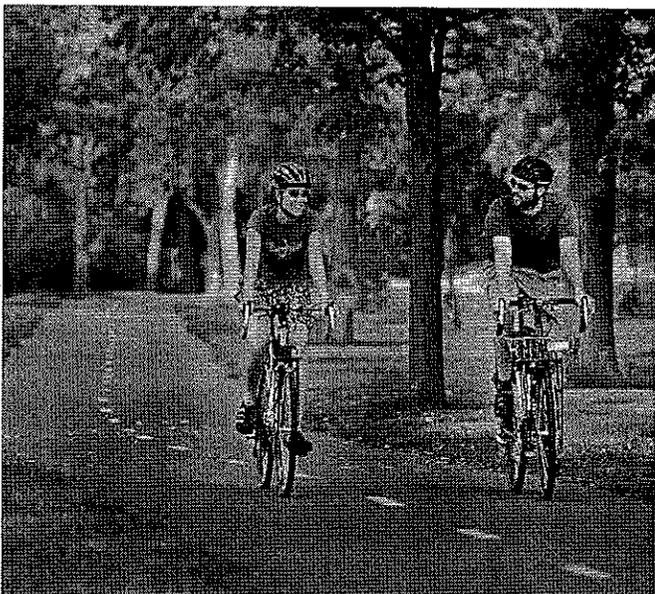
Encourage economic development - Promote tourism. Attract residents and businesses. Increase property values.

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

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



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PLANNING PROCESS

The trail and sidewalk planning process included:

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

COMMUNITY AND STAKEHOLDER INPUT

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

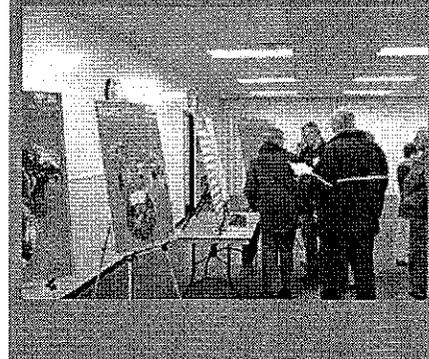
- City staff coordination and planning meetings and field evaluations.
- City Council work session meeting and input.
- Parks and Recreation Commission meeting and input.
- Planning Commission meeting and input.
- Community Open House meeting – review and prioritization of gaps.

COMMUNITY OPEN HOUSE

A community open house was held March 16, 2011.

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

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





EXISTING CONDITIONS

The City of Inver Grove Heights has a system of approximately 25 miles of paved multi-use off road trails and 23 miles of sidewalks. Most of the sidewalks and trails are located in the largely developed central and north central portion of the city. These paved trails and walkways are supplemented by some natural surface trails in City parks and by Dakota County's Mississippi River Trail (MRT).

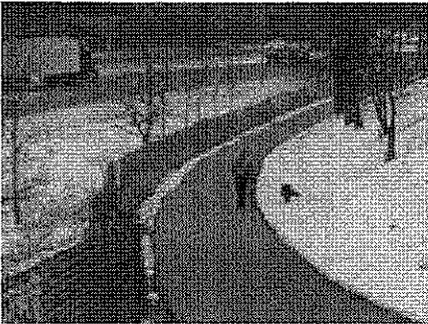


GAPS AND NEEDS

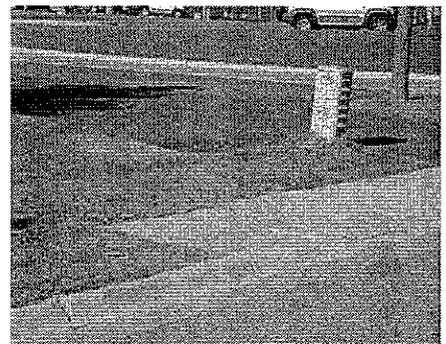
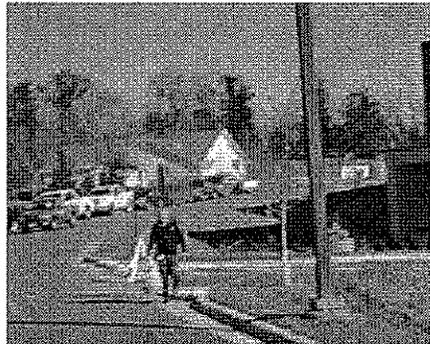
The existing trails and sidewalk system is generally in good condition and serves the developed portion of the City well. There are several gaps in the sidewalk and trail the system which are problematic for users.

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

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



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



GAP CRITERIA FOR PRIORITIZATION

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

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

GAPS AND PRIORITY TRAIL AND SIDEWALK IMPROVEMENTS

The recommended trail and sidewalk improvements are shown on the Trail and Sidewalk Gap Map and are listed below. Specific recommendations can be found in Table 1 which follows. Priority projects highlighted in yellow and projects anticipated for 2011 construction are highlighted in green. Figure 2 on page X shows a detail of one of the highest priority projects, improvements to the Civic Campus (gap R).

- A. Upper 55th Street from Highway 3/South Robert Trail to County Highway 73/Babcock Trail
- B. County Highway 73/Babcock Trail from 494 Bridge to Upper 55th Street
- C. County Highway 73/Babcock Trail Upper 55th St. to Upper 63rd St.
- D. Upper 55th St. from Cahill Ave to 5th Ave South
- E. Trail link between North Valley Park and Cahill: add trail on 65th St. between Blaine Ave. and Cahill Ave.
- E-1 Trail link to North Valley Park: pave north end of North Valley Park Trail
- F. Dawn Ave from 70th St E to 78th St E
- G. Dawn Ave from 66th Street to Concord
- ~~G-1 Dawn Way from 70th St. to 65th St.~~
- ~~H. 66th St. from Dawn Way to the Swing Bridge~~
- I. River Road from 66th St. E to 78th St E
- J. 75th St E from Highway 52 Trail to Cahill Ave.
- K. 78th St E just east of Cahill (south side sidewalk)
- L. 78th St E from Clayton Ave E to River Road
- M. 80th St. from Cahill Ave to Concord/MRT
- N. South end of South Valley Park: address grades and safety
- O. Connections between schools/college/library
- P. College Trail from Blaine Ave to Cahill Ave
- Q. East side of Broderick Street from College Trail to 80th Street
- R. Loop trail around Civic Campus south of 80th St E. (City Hall, Community Center, etc.)
- S. 80th St. from Babcock Trail to Hwy 3
- T. 70th St. from Babcock Trail to Hwy 3
- U. Mississippi River Regional Trail
- V. Cliff Road/117th
- W. Connection to paved trail in South Valley Park
- X. Sidewalk on south side of 66th east of Dawn Way
- Y. Salem Hills Park- pave trail connection to the elementary school
- Z. Blaine Ave - extend sidewalk north to South Saint Paul/ 21st. Ave.

Figure 1: Trail and Sidewalk Gap Map

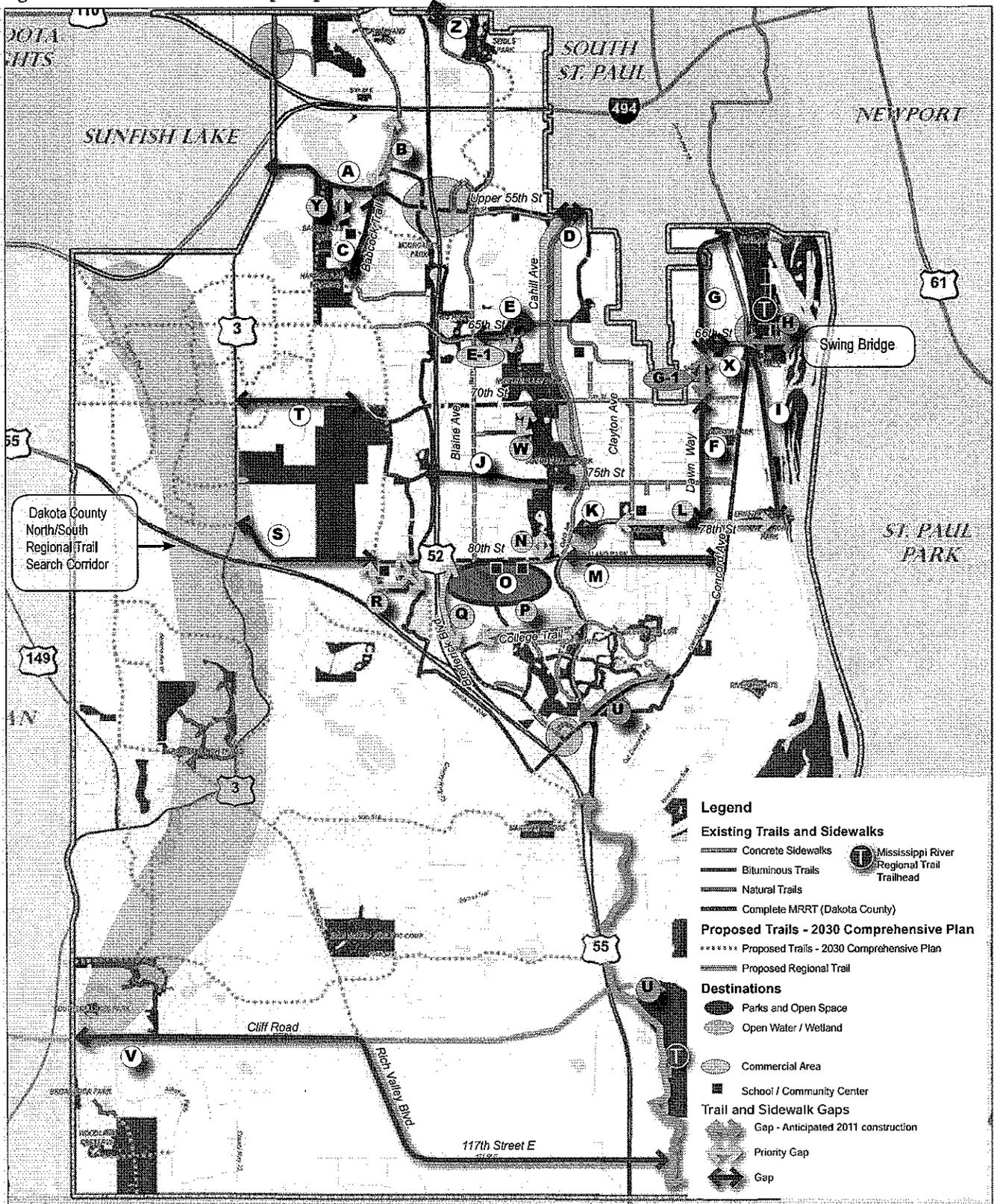


Table 1: Trail and Sidewalk Gap Recommendations

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

RECOMMENDATIONS - PRIORITIES ARE HIGHLIGHTED IN YELLOW

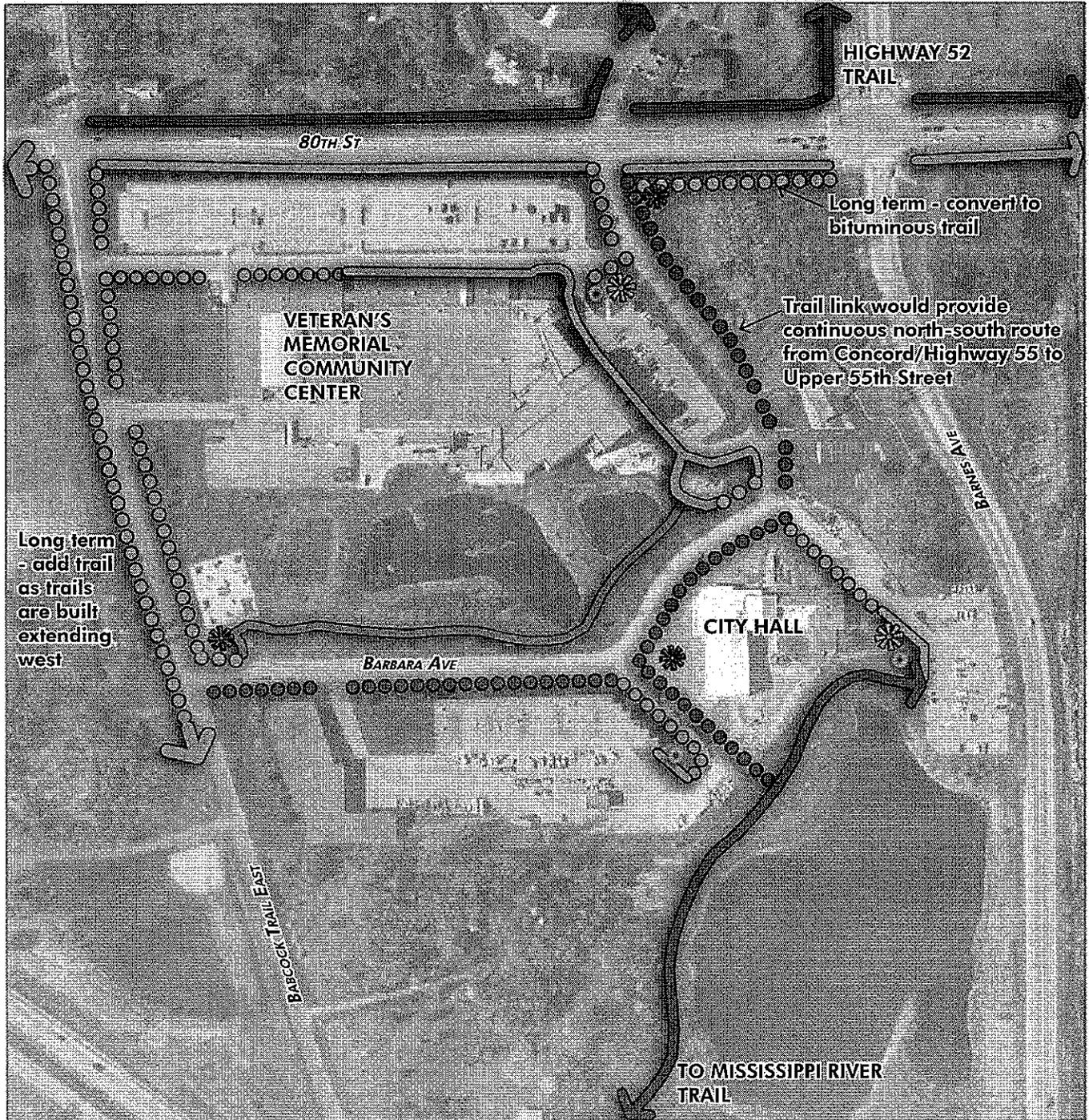
	Letter
<p>Install bituminous trail on both sides of the road along with road reconstruction (CIP 2017). Additional right-of-way, slopes and wetlands will need to be addressed.</p> <p><u>Notes:</u> Feasible in conjunction with road improvements that address R.O.W acquisition, slopes and wet areas.</p>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

TRAIL AND SIDEWALK GAPS			CRITERIA										
Letter	Description	Length (feet)	■ Meets Criteria Well					□ Meets Criteria Moderately Well				Blank - Meets Criteria Poorly	
			Connects existing trails and sidewalks	Connects residents to key destinations	Located primarily in the developed area of the City	Enhances safety	Minimal land use concerns	Creates loop trail opportunities	Has available right-of-way	Is feasible and cost effective	Can be coordinated with planned road improvements	Priority	
N	South end of South Valley Park	2,000	■	■	■	■		■					✓
O	Connections between schools/college/library		□	■	■		□	■		■	■		
P	College Trail from Blaine Ave to Cahill Ave	3300	■	■	■	■	□		■	□	■		✓
Q	East side of Broderick Street from College Trail to 80th Street	3105	■	■	■	■	□	■			■		✓
R	Loop trail around Civic Campus south of 80th St. E (City Hall, Community Center, etc.)	2785	■	■	■	■	■	■	■	■			✓
S	80th St. from Babcock Trail to Hwy 3	5370					□	□	□	□	□		
T	70th St. from Babcock Trail to Hwy 3	4930					■	■	□	■	□		
U	Mississippi River Regional Trail		■	■	■	■	■	■	■	□	■		Planned 2011 construction
V	Cliff Road	22500					□	■	□	■	□	■	
W	Connection to paved trail in South Valley Park		■	■	■			■	■	■	□		✓
X	Sidewalk on south side of 66th Street east of Dawn Way	700	■		■	■				■			
Y	Salem Hills Park - pave trail connection through the park to the elementary school	2300	□	■	■	■	■	■	□	■	□		✓
Z	Blaine Ave - extend sidewalk north to South Saint Paul / 21st Ave.			□	■		□	■			■		

RECOMMENDATIONS - PRIORITIES ARE HIGHLIGHTED IN YELLOW

	Letter
Tunnel needed or discuss possible opportunities with adjacent landowners (Vermillion State Bank & 7900 Boyd Ave) for building a trail along the slope/creating switchbacks. <i>Notes: Extremely steep slopes are a safety issue.</i>	N
Engage school, library and college in discussions about connectivity needs and opportunities.	O
Install bituminous trail on both sides of the road along with road improvements (CIP 2016). <i>Notes: Wet areas and slopes near Cahill Ave.</i>	P
Install bituminous trail on east side of road along with road improvements (CIP 2014). Steep grades and proximity to ponds/wetlands will need to be addressed. <i>Notes: Feasible in conjunction with road improvements that address R.O.W. acquisition, slopes and wet areas.</i>	Q
Civic campus could be a showcase for bike/walk/active living.	R
Long-term: create a complete street with bituminous trail on north and sidewalk on the south side of the road for walking and biking and on-road bike lanes for more advanced cyclists.	S
Long-term: create a complete street with bituminous trail on south and sidewalk on the north side of the road for walking and biking and on-road bike lanes for more advanced cyclists from Highway 3 to the MRT.	T
Dakota County Mississippi River Regional Trail. Planned 2011 completion.	U
County road/regional trail. Coordinate with Dakota County.	V
Build bituminous trail within park to link between 72nd St. E and 73rd St. E. <i>Notes: Steep slopes, switchbacks and grading will be needed.</i>	W
Construct sidewalk missing sidewalk on south side of the street.	X
Build bituminous trail to elementary school. <i>Notes: Steep slopes, switchbacks and grading will be needed.</i>	Y
Construct sidewalk to 21st Ave.	Z

Figure 2: Civic Campus Trail Diagram



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

GENERAL COSTS

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

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

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

FUNDING STRATEGY

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

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

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

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

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

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

GENERAL FUNDS

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

STATE AID FUNDS

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

TRAILS AND SIDEWALKS BUILT ALONG WITH DEVELOPMENT

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

PARK AND TRAIL DEDICATION

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

PARTNERSHIPS

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

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

DONATIONS

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

GRANTS

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

Minnesota DNR

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

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

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

Minnesota DOT

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

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

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

Dakota County State Health Improvement Project (SHIP)

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

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

Clean Water, Land and Legacy Amendment

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

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

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

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

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

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

NPS Rivers, Trails, and Conservation Assistance Program

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

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

Recovery and Reinvestment Act

Website: www.recovery.gov

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

Environment & Natural Resources Trust Fund

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

The Environment and Natural Resources Trust Fund is a program funded

through the Minnesota State Lottery proceeds. Between 2003 and 2008 the Trust Fund has shown a strong support for trail projects.

CURA – University of Minnesota

Website: *www.cura.mn.edu*

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

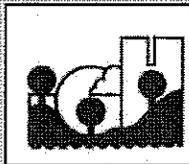
One program in particular, Center for Community and Regional Research is located on the University of Minnesota Duluth Campus. The program is designed to provide research and technical assistance to local agencies on community projects that serve a local importance. The community is linked with faculty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

Foundations & Non-Profits

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

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

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

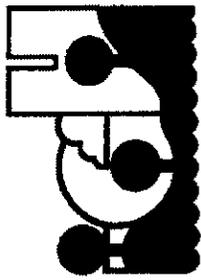


**TRAIL GAP STUDY REPORT
2011**



Draft Trail and Sidewalk Gap Study						
	Inver Grove Heights, Minnesota					
	4/7/2011 DRAFT Cost Estimate: Planning Level - Opinion of probable cost based on the 2011 Sidewalk and Trail Gap Study					
	Prepared by Hoisington Koegler Group Inc.					
Priority Trail and Sidewalk Gaps						
	Description	Qty.	Unit	Unit Cost	Total	
B	County Highway 73/Babcock Trail from I-494 Bridge to Upper 55th Street					
	Bituminous Trail	2,514	LF	\$40.00	\$100,560.00	
	<i>Use agreements with landowners may be needed. Cost does not include trail easements.</i>					
E-1	Re-route and pave north end of Valley Park Trail					
	Bituminous trail (assumes re-routing trail)	1,300	LF	\$40.00	\$52,000.00	
	Allowance for grading/retaining walls/soils due to steep slopes	1,300	LF	\$30.00	\$39,000.00	
	Subtotal				\$91,000.00	
L	78th St. E from Clayton Ave E to River Road					
	Bituminous Trail South Side- Clayton Ave E to Ernster Park	4,000	LF	\$40.00	\$160,000.00	
	Bike Boulevard Ernster Park to Riverfront Park	1,200	LF	\$2.00	\$2,400.00	
	<i>Assumes sharrows symbols on the pavement and bike route signs. Additional traffic calming and landscaping not included.</i>					
	Enhanced pedestrian crossing at Concord	1	Lump sum	\$35,000.00	\$35,000.00	
	<i>Assumes pedestrian activated signal, crosswalk markings on pavement, signage.</i>					
	Subtotal				\$197,400.00	
N	South end of South Valley Park					
	Option A - Tunnel	400	LF	\$1,000.00	\$400,000.00	
	<i>Assumed distance, field verification needed.</i>					
	Option B - Trail	2,000	LF	\$40.00	\$80,000.00	
	Allowance for grading/retaining walls/soils due to steep slopes	2,000	LF	\$30.00	\$60,000.00	
	<i>Assumes re-routing and use agreements are available from adjacent landowners, cost does not include easement acquisition.</i>					
	Subtotal (uses option B - Trail)				\$140,000.00	
P	College Trail from Blaine Ave to Cahill Ave					
	Bituminous trail on both sides of road	7,000	Lineal Foot	\$40.00	\$280,000.00	
	<i>Assumes construction in conjunction with road improvements</i>					

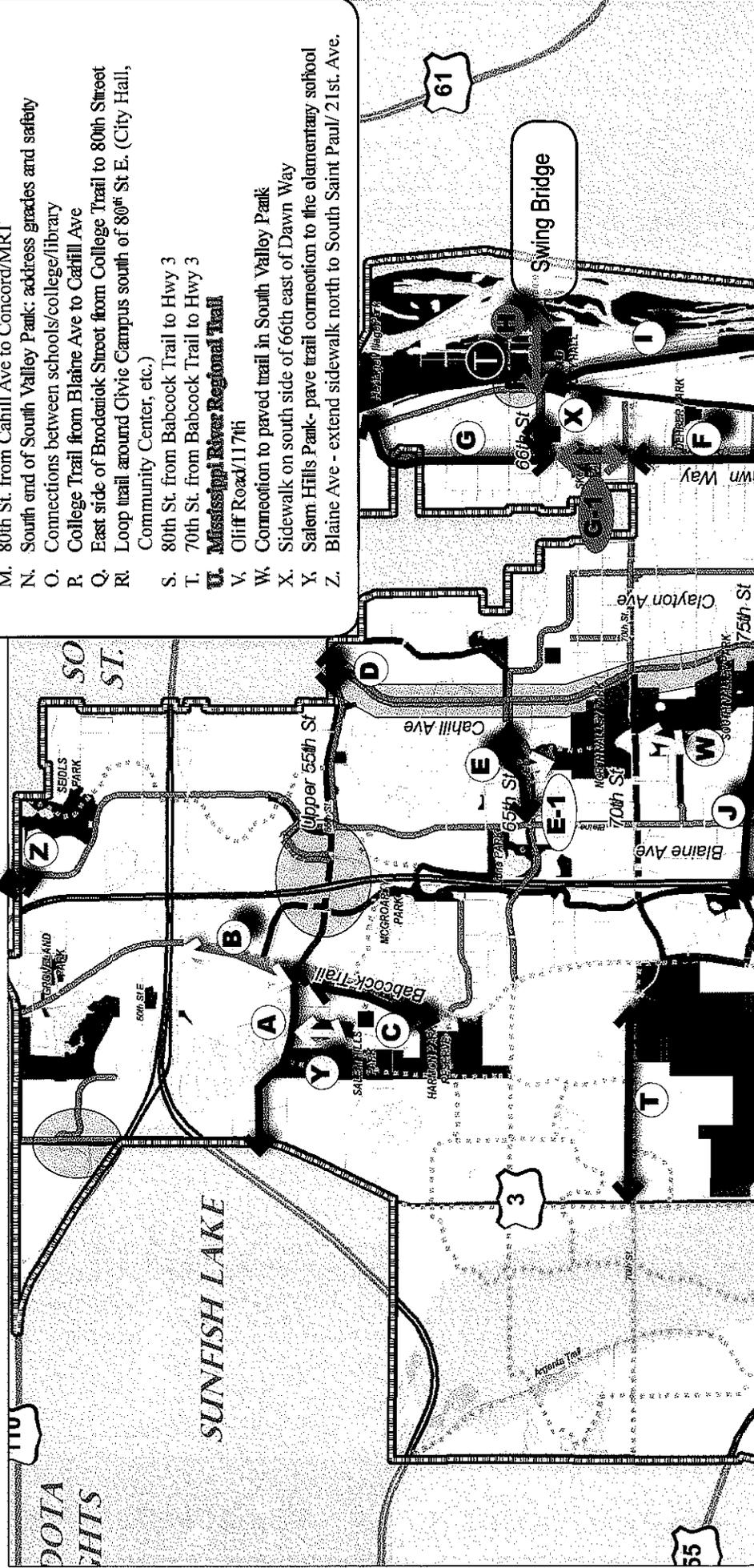
	Description	Qty.	Unit	Unit Cost	Total
Q	East side of Broderick Street from College Trail to 80th Street				
	10' bituminous trail	3,200	LF	\$40.00	\$128,000.00
	<i>Assumes construction in conjunction with road improvements. Does not include costs for right-of-way acquisition, slopes or wetland mitigation.</i>				
R	Loop trail around Civic Campus				
	Bituminous trail	2,200	LF	\$40.00	\$88,000.00
	Bituminous trail - long term	1,350	LF	\$40.00	\$54,000.00
	Directional & wayfinding signage	1	LS	\$5,000.00	\$5,000.00
	<i>Assumes 2 simple signs, 2 informational boards/kiosk.</i>				
	5' concrete sidewalk link - City Hall	160	LF	\$25.00	\$4,000.00
	5' concrete sidewalk link - Public Works	200	LF	\$25.00	\$5,000.00
	5' concrete sidewalk - Community Center	1,731	LF	\$25.00	\$43,275.00
	Bike rack	3	EA	\$1,000.00	\$3,000.00
	Subtotal				\$202,275.00
W	Connection to paved trail in South Valley Park - west side				
	Bituminous trail	2,500	LF	\$40.00	\$100,000.00
	Allowance for grading/retaining walls/soils due to steep slopes	2,500	LF	\$30.00	\$75,000.00
	Subtotal				\$175,000.00
Y	Salem Hills Park				
	Bituminous Trail - east side of park, assumes re-routing	2,000	LF	\$40.00	\$80,000.00
	Allowance for grading/retaining walls/soils due to steep slopes	2,000	LF	\$30.00	\$60,000.00
	Bituminous Trail - gap around parking lot	300	LF	\$40.00	\$12,000.00
	Subtotal				\$152,000.00
Priority Projects Total					
	Construction subtotal				\$1,466,235.00
	15% construction contingency				\$219,935.25
	Construction contingency total				\$1,686,170.25
	Design and Engineering Costs (15% of construction)				\$252,925.54
	Total				\$1,939,095.79



Inver Grove Heights Trail Gap Study

DRAFT 4/7/11

Trail + Sidewalk Gap Map



Pedestrian and Bicycle Gaps:

- A. Upper 55th Street from Highway 3/South Robert Trail to County Highway 73/Babcock Trail
- B. County Highway 73/Babcock Trail from 494 Bridge to Upper 55th Street
- C. County Highway 73/Babcock Trail Upper 55th St. to Upper 63rd St.
- D. Upper 55th St. from Cahill Ave to 5th Ave South
- E. Trail link between North Valley Park and Cahill: add trail on 65th St. between Blaine Ave. and Cahill Ave.
- E-1 Trail link to North Valley Park; pave north end of North Valley Park Trail
- F. Dawn Ave from 70th St E to 78th St E
- G. Dawn Ave from 66th Street to Concord
- G-1 Dawn Way from 70th St. to 65th St.
- H. 66th St. from Dawn Way to the Swing Bridge
- I. River Road from 66th St. E to 78th St E
- J. 75th St E from Highway 52 Trail to Cahill Ave.
- K. 78th St E just east of Cahill (south side sidewalk)
- L. 78th St E from Clayton Ave E to River Road
- M. 80th St. from Cahill Ave to Concord/MRT
- N. South end of North Valley Park: address grades and safety
- O. Connections between schools/college/library
- P. College Trail from Blaine Ave to Cahill Ave
- Q. East side of Brodenick Street from College Trail to 80th Street
- R. Loop trail around Olive Campus south of 80th St E. (City Hall, Community Center, etc.)
- S. 80th St. from Babcock Trail to Hwy 3
- T. 70th St. from Babcock Trail to Hwy 3
- U. Mississippi River Regional Trail
- V. Cliff Road/117th
- W. Connection to paved trail in South Valley Park
- X. Sidewalk on south side of 66th east of Dawn Way
- Y. Salem Hills Park- pave trail connection to the elementary school
- Z. Blaine Ave - extend sidewalk north to South Saint Paul/ 21st. Ave.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Review Park Naming Policy

Meeting Date: April 13, 2011
Item Type: Regular Agenda
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Mark Borgwardt
Tracy Petersen

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

Ask that the Commission recommend the attached park naming policy be considered by the City Council as a way to formalize a process for naming park and recreational facilities.

SUMMARY

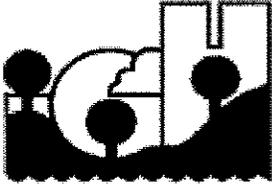
Currently, the City does not have a process or policy in place for naming park and recreation facilities. The attached policy has been drafted after reviewing other community's policies.

Objectives of the policy include:

- Ensure that parks, recreational areas, and facilities are easily identified and located
- Ensure that given names to parks, recreational areas and facilities are consistent with the values and character of the area served
- Encourage participation in the naming, renaming and dedication of parks, recreation areas and facilities.

Once a policy is adopted by the Council, it is our intention that we will review and ratify the following information regarding our park system:

- Park Names
- Park Boundaries
- Park Acreage
- Recreational Facility Names



Administrative Policy & Procedure	
Department	Parks & Recreation
Specific Policy	Park & Recreation Facility Naming Policy
Approved by Council	
Date Revised by Council	

Purpose

The purpose of this policy is to establish a naming policy for public parks and recreational facilities by selecting a name that is appropriate and is in conformance with this policy. Naming of our Park, properties and facilities promotes standardization, consistency and creates a sense of place and allows for better geographic location by all because of this practice.

Objectives

- Ensure that parks, recreational areas, and facilities are easily identified and located
- Ensure that given names to parks, recreational areas and facilities are consistent with the values and character of the area served
- Encourage participation in the naming, renaming and dedication of parks, recreation areas and facilities.

Qualifying Name Categories

- Geographic location to facility
- Outstanding feature
- Adjoining subdivision
- Historical event or group
- Contribution to acquisition/development
- As may be required by acquisition process

Procedure

It shall be the policy of the City of Inver Grove Heights to refer any activity involving the naming or renaming of all city-owned park lands or recreational facilities to an ad hoc advisory committee. The Park & Recreational Facility Naming Advisory Committee shall recommend to the City Council, for approval, names of new lands and facilities. The ad hoc committee shall consist of:

- Mayor
- Mayor Pro Tem
- Chair of Planning Commission
- Chair of Parks & Recreation Commission
- Chair of Environmental Commission
- City Administrator
- Parks & Recreation Director

Priority One – per comprehensive plan

- Natural, geological or other prominent feature of the property – i.e.
- Based on the name of the subdivision – i.e. Broadmoor Park
- According to location or street name – i.e. Rich Valley Park

Priority Two – secondary consideration

- Historical ownership of the parcel – i.e. Harmon Park
- Naming as a condition of acquisition – i.e.
- To honor a regional or national people group – i.e.
- According to adjacent public facility – i.e.
- Based on public comment or suggestion – i.e.

Priority Three – special consideration

- When 50% or more of the value of the property is donated
- When 50% or more of the cost of development is donated
- When an individual, group, association or business played a specific and major role in the acquisition or development

Priority Four – renaming

- Renaming of parks, recreational areas, and facilities should only be done with great thought and care
- Only those parks and facilities named for location or subdivision shall be considered for renaming
- Before renaming, research as to why the name was established should be reviewed, is the name a part of an agreement the City entered into
- Renaming of facilities named after individuals or groups shall not be changed unless it is found that the character is or was such that the continued use of the name would not be in the best interest of the community
- If it is determined that renaming is necessary, the naming process should be followed

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Review Changes to the Parks and Recreation Ordinances

Meeting Date: April 13, 2011
Item Type: Regular Agenda
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Mark Borgwardt
Tracy Petersen

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

Recommend the attached ordinance amendments as they relate to Parks and Recreation.

SUMMARY

The current City Ordinances pertaining to Park and Recreation is spread all over the code and isn't found in one central location. In an effort to centralize the park and recreation ordinance and update the language staff is recommending the attached updated ordinance.

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. _____

AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE TITLE 7,
CHAPTER 5 REGARDING PARKS

The City Council of Inver Grove Heights does hereby ordain:

Section 1. Amendment. Title 7, Chapter 5 of the Inver Grove Heights City Code is hereby amended as follows:

7-5-1: CONDUCT IN PARKS AND RECREATION AREAS:

A. Purpose and applicability: The rules in this chapter are enacted to ensure the quiet, orderly, and responsible use and enjoyment of the city's public park facilities. The rules apply in all city parks and recreation areas, unless expressly exempted.

B. Definitions: For the purpose of this section chapter, the terms, wherever used in this section chapter, shall mean and be interpreted as follows:

HE/HIS: Shall include masculine or feminine.

PARK LANDSPARK/PARK FACILITY/RECREATION AREA: A park, reservation conservation area, playground, beach, recreation center, trail, or any other area in the city; owned, leased, operated or used, wholly or in part, by the city, and devoted to as a park or for active or passive active or passive recreation-recreational purposes, or which is designated by the City Council as a park. (1974 Code § 2010.01; amd. 2008 Code)

CITY ADMINISTRATOR: The Inver Grove Heights City Administrator or his or her designee(s).

ANIMAL: Any cat, dog, mink, ferret, fowl, reptile, bird, or other similar wild or domestic animal.

CB. Hours Of Operation:

I. Parks and public trails will be open for public use between at eight o'clock (8:00 a.m.) A.M. and close at ten o'clock (10:00 p.m.) P.M. No person, except employees in the performance of their duties or law enforcement officers, shall be on such property between

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designee Pick or cut any wildflower or cultivated flower, or cut, break or in any way injure or deface any tree, shrub or plant in any park, or

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7. Carry within or out of any park any wildflower, tree, shrub, plant, or any newly plucked branch or portion thereof, or any soil or material belonging in or pertaining to such park; or

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8. Kill, injure, molest, pursue, trap, or capture or remove any wild creature animal except when necessary to protect the immediate safety of a person or domestic animal, or or destroy or damage its habitat in any park or remove any such wild creature or portions of its habitat from any park. This prohibition does not apply to a law enforcement officer or other persons authorized by the city administrator who are performing official duties; or

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89. Place onto or remove from any waters abutting city park property; motor-boats or other mechanically propelled boats across said-park property except those boats being used in an emergency recovery, for emergency training purposes, or for maintenance of said waters; or

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109. Bathe in Swim in or enter into the waters of any city park or waters adjacent to any city park from said-park property except at the place and during the hours shown by signs placed at the spot by order of the city administrator; or

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110. Throw, deposit, place or leave in any public park or waters thereon any paper, garbage, rubbish, waste, cans, substance, bottles, grass-blades, snow, or refuse of any kind; whether or not the same is offensive to the senses or injurious to health; except in receptacles provided for the collection of waste or with written permission from the city administrator. A person must not discard large items or items unrelated to the use of the park facilities into dumpsters or other garbage containers located in a park. (1974 Code § 2010.05)

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11. Ride a horse or pony except in areas designated and posted for the riding of such animals. The city administrator shall designate and cause the proper posting of those areas in parks where horses and ponies may be ridden. Horses must be maintained under control at all times, and shall not be ridden in a manner that endangers the safety or property of any person.

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12. Unlawfully interfere with, obstruct, or tend to obstruct or render dangerous for passage any area without first obtaining permission from the city administrator.

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13. Shoot or discharge any weapon, including a pistol or bow and arrow, or fireworks, explosives, model rockets, or similar items in a park, or possess any weapon, fireworks, or explosive within a park unless authorized to do so by the city administrator, as part of a city-authorized program, by city ordinances, or by state statutes.

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14. Possess or bring into a park any pistol, revolver, rifle, shotgun, BB gun, air gun, spring gun, slingshot, bow or other similar weapons except as part of a city-authorized program or as otherwise allowed by state or federal law.

15. Use a golf club to hit, chip, putt, drive, or otherwise propel a golf ball or other object, except in designated golfing areas located at the Inver Wood Golf Course or as a part of a city-authorized program.

16. Engage in sexual conduct, including sexual intercourse or masturbation.

17. Possess any glass bottles or other glass objects.

18. Use a park shelter at a time when it has been reserved by another.

19. Use or possess any illegal drugs.

20. Enter into any park facility when not open to the public.

21. Feed wild animals or birds except pursuant to a city-authorized program.

22. Erect, use, or allow to be used any inflatable structure, including bounce houses and similar structures, without first obtaining a permit from the city.

23. Fail to obey all posted rules and park regulations.

24. Operate a radio, musical instrument, stereo, or other device used for the conveyance of sound in a manner that causes the sound from such device to be plainly audible from a distance of fifty feet. This provision shall not apply to scheduled musical performances occurring in park facilities.

25. Engage in any violent, loud, or other disorderly conduct creating or tending to create a breach of the peace.

26. Enter a posted restricted area.

27. Release any insect, fish, or other wildlife, or introduce within a park any plant, chemical, or other agent potentially harmful to the vegetation, with the exception of chemicals permitted by the community garden policies to be used in community garden plots, which may be used by a lessee in his or her rented garden plot.

ED. Fires: No person shall start or maintain any fire in a public park, except recreational fires in fire rings, stoves or fireplaces provided for such purpose, or in portable metal grills, or leave any fire made or used by him or her unextinguished when he or she leaves the park. Portable grills must be placed on a concrete surface. Ashes or coals from any fire must be thoroughly wet before being disposed of in a trash container. (1974 Code § 2010.07)

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~~EF. Animals: No person shall bring any animal or fowl onto any park or public waters into any park unless properly restrained it is on a leash no more than six feet long or a flexi lead or similar retractable leash, and no animal. No animal or fowl shall be allowed within a designated high activity area or playground area or play area in any park. All animals are prohibited in the following areas: Rich Valley Park, on all athletic fields, including within all fenced-in athletic areas, park buildings, the Lions Park fishing area, the South Valley picnic area, and the fishing pier at Simley Island. Animals may not be brought into any other areas designated as areas where animals are not allowed within a park. No animal may be off leash in any park except in a designated off-leash animal area. Persons in control of animals within a park must promptly remove and dispose of the animal's waste. The prohibitions in this subsection shall not apply to service animals or to animals or fowl kept by the city or under its direction or with its permission. (1974 Code § 2010.09)~~

G. Trails and Sidewalks: On a recreational trail or a sidewalk, a person must:

1. Provide sufficient room for other trail users traveling in the opposite direction;
2. Use caution when passing another user traveling in the same direction;
3. Stay on the improved portion of the trail;
4. When riding a bicycle, yield the right of way to pedestrians and comply with state laws governing the use of bicycles on public roadways; and
5. Obey all official signs and traffic control markings and signals;

~~HF. Camping: No person shall be permitted to camp overnight in any park, nor shall anyone be permitted to park a camper or camp trailer in a park parking lot except during the hours of operation specified in subsection CB of this section. Overnight camping shall be permitted according to these basic requirements:~~

- ~~1. Overnight camping shall be restricted to areas designated by the city administrator;~~
- ~~2. Overnight camping shall be allowed only through written permission, and the permit shall be signed by an adult who shall camp overnight with the group and shall be personally responsible for cleaning of the campsite. (1974 Code § 2010.11)~~

I. Permits: Applications for permits for activities requiring a permit under this Chapter must be submitted to the city in accordance with the procedures prescribed by the city administrator. The city administrator may deny a permit application if it is incomplete, not accompanied by a required fee or proof of insurance, or when the proposed activity may adversely affect the public health, safety, or welfare, or the condition of the park facility. The city administrator may add conditions to any permit to mitigate potential adverse effects or to ensure the quiet and orderly use and enjoyment of the park facility. Any person aggrieved by an action of the

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32. Emergency rules or regulations may be implemented by the city administrator in unique, unusual or hazardous situations on a temporary basis when deemed necessary in the public interest, and shall become effective upon posting in the affected area. They-Such rules or regulations shall remain in effect for a period not to exceed thirty (30) days. (1974 Code § 2010.15)

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FN. Prohibited Conduct; Penalty: It is unlawful for any person to engage in an act or in any behavior prohibited by this section Chapter. Violation of any provision of this section Chapter is a misdemeanor and may be punished as provided in title 1, chapter 4 of this code. Individuals who fail to comply with the rules and regulations in this Chapter may be excluded from the use of the park where the violation occurred. (1974 Code § 2000.01)

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7-5-2: VEHICLES IN PARKS:

A. Definition Of Vehicle: For purposes of this section, the term "vehicle" shall mean any device used to transport persons or property whose movement normally occurs through power supplied by an engine or motor. The term "vehicle", as used in this section, shall include, but not be limited to, the terms vehicle, motor vehicle, motorcycle, motorized bicycle, truck tractor, bus and snowmobile as those terms are defined by Minnesota statutes chapter 169 and Minnesota statutes section 84.81. The term "vehicle", as used in this section, shall also include minibikes, go-carts, scooters, motorized chairs, Segways or other two-wheeled self-balancing electric vehicles, and all-terrain vehicles. (1974 Code § 1330.01)

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B. Use Restrictions Generally: Except as otherwise stated in this section, it shall be unlawful for any person in a city park to operate any vehicle or to permit another to operate a vehicle in a park except in the designated parking areas, roadways or travel areas.

C. Speed: Motorized vehicles must be operated at a speed of 15 mph or less unless otherwise posted.

DC. Parking: Vehicles may only be parked within designated parking stalls in parking lots. It shall be unlawful for any vehicle to be parked in the designated parking areas within the city parks later than one-half (1/2) hour after or before the hours of operation of the city parks as provided in subsection 7-5-1B of this chapter in a park at any time the park is not open for public use.

DE. Certain Vehicles Prohibited: Motorcycles, minibikes and all-terrain vehicles are prohibited on in all city parks land until a more suitable location away from the highly populated areas is located and technological improvements concerning noise pollution can be solved.

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EF. Snowmobiles: Subject to subsection C of this section and subject to section 7-5-1 of this chapter, snowmobiles are prohibited on all City trails and are permitted to be operated only in those city parks and only in those designated travel areas authorized by title 6, chapter 5 of this code.

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G. Vehicle Repair. No person shall park a vehicle in a park, and the owner of a vehicle shall not allow the vehicle to be parked in a park, for any of the purposes listed in Section 6-3-10-A.

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HF. Exceptions: This section shall not apply to:

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1. Police, fire and emergency type vehicles.
2. Maintenance vehicles used to perform work under city control or direction.
3. Electric wheelchairs or other power-driven mobility devices operated by and used to assist persons with a physical disability.
4. Other vehicles expressly and specifically authorized to be operated in city parks by this code, the city administrator or the chief of police. (1974 Code § 1330.03)

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7-5-3: BOATS AND RECREATIONAL VEHICLES ON HORNBEAM LAKE:

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A. Definitions: The following words and terms, when used in this section, shall have the following meanings unless the context clearly indicates otherwise:

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MOTORBOAT: Any watercraft propelled in any manner by machinery, including watercraft temporarily equipped with detachable motors, as defined by Minnesota statutes section 86B.005, subdivision 9, as may be amended.

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RECREATIONAL MOTOR VEHICLE: Any self-propelled vehicle used for recreational purposes and any vehicle propelled or drawn by a self-propelled vehicle used for recreational purposes, including, but not limited to, a trail bike or other all-terrain vehicle, hovercraft, snowmobile, or other vehicle licensed for highway operation which is being used for off road recreational purposes.

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B. Prohibited; Exceptions: The use of motorboats and/or recreational motor vehicles on Hornbeam Lake in the city is prohibited at all times of the year. All authorized governmental resource management, emergency and enforcement personnel, when acting in the performance of their assigned duties, shall be exempt from this subsection.

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C. Enforcement: The provisions of this section shall be enforced by city authorized peace officers and officers of the county sheriff's office.

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D. Misdemeanor Violation: Violation of any provision of this section shall be a misdemeanor as defined by Minnesota statutes. (Ord. 936, 8-10-1998)

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Section 2. Amendment.

SECTION 4. Effective Date. This ordinance shall be in force and effect upon its adoption and publication according to law.

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Passed this _____ day of _____, 2011.

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George Tourville, Mayor

ATTEST:

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Melissa Rheame, Deputy City Clerk

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CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Review Rock Island Swing Bridge Rules

Meeting Date: April 13, 2011
Item Type: Regular Agenda
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Mark Borgwardt

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

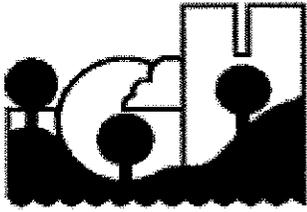
Recommend the attached rules for the Rock Island Swing Bridge.

SUMMARY

The City of Inver Grove Heights will be opening up the Rock Island Swing Bridge Recreational Pier to the public on Wednesday, June 8th. Once open to the public, there is a possibility that some people may get injured while visiting the facility. In order to protect the City from claims there are a number of steps we have taken. One of those is to make sure MN State Statute related to Recreational Immunity are followed. In conversations with the City Attorney's office there are a series of issues we need to consider and they include:

1. Designate the area as a park in the comp plan – accomplished on Oct 28, 2009
2. Provide reasonable steps to warn through signage – we will have signage in place.
3. Reasonable enforcement by Police Department – Police Department will add the area to their patrol list.
4. Well planned area – no vehicles – unauthorized vehicles will not be able to get past the entrance to the area...there will be barriers at 66th St and the River Heights Marina entrance.
5. Follow COE regulations on marking the structure...I have written email confirmation from both the COE and USCG that we do not need to do anything regarding signage, marking, or lighting.
6. Establish hours of operation...based on the fact that it is a "park", the updated ordinance will state our park hours as 6:00am – 10:00pm...this will be posted on our signage.
7. Signs have to be lighted.
8. Rules by ordinance that are posted – we will have signage in place.

This evening we are asking the Commission approve the proposed rules for the bridge. The updated ordinances incorporate the Councils ability to establish rules and this will satisfy number eight (8) above. The proposed rules are attached.



CITY OF INVER GROVE HEIGHTS PARK RULES AND REGULATIONS

ROCK ISLAND SWING BRIDGE

- ❑ SWING BRIDGE IS OPEN FOR USE FROM 6:00AM – 10:00PM.
- ❑ NO THROWING OR HITTING OF OBJECTS FROM THE BRIDGE
- ❑ NO DIVING OR JUMPING FROM THE BRIDGE.
- ❑ NO CLIMBING ON OR HANGING FROM ANY PORTION OF THE BRIDGE.
- ❑ NO UNAUTHORIZED MOTORIZED VEHICLES ON THE BRIDGE.
- ❑ ALL ANIMALS MUST BE LEASHED, PLEASE PICKUP AFTER YOUR PET.
- ❑ NO ALCOHOL AND DRUG USE.
- ❑ KEEP THE STRUCTURE CLEAN – PLEASE PICK UP YOUR TRASH.
- ❑ PLEASE DO NOT FEED THE WILDLIFE.
- ❑ NO VANDALISM OR DESTRUCTIVE BEHAVIOR IS ALLOWED.
- ❑ USE AT YOUR OWN RISK.
- ❑ REPORT ALL INJURIES AND EQUIPMENT PROBLEMS IMMEDIATELY TO THE
PARK & RECREATION DEPARTMENT AT (651) 450-2585

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Department Happenings

Meeting Date: April 13, 2011
Item Type: Administrative Presentations
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Eric Carlson – Parks & Recreation

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

PURPOSE/ACTION REQUESTED

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

SUMMARY

Items included:

- Department Happenings Report
- VMCC Financial Statement
- Inver Wood Monthly Statistics
- Miscellaneous

Items to be discussed:

- Miscellaneous



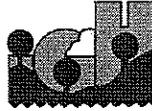
Parks & Recreation Department Department Happenings



Parks



Parks & Recreation Department Department Happenings



Inver Wood Golf Course

Golf Course Opening for 2011 Season

As of this writing (April 5th) there is still considerable snow to melt and drying time to take place until the golf courses are playable. Probable opening: middle to late the week of April 11th. A partial opening of the driving range could occur earlier than that if weather and drying conditions permit.

On-Line Tee Times

Once the opening timeframe of the golf courses is determined, the online tee time function on inverwood.org will be activated. Business activity on the website has been consistent throughout the month of March with program registrations and sales of patron cards and U.S.G.A. handicaps. The website features complete access to all program information and on-line registrations.

Driving Range

2011 will be the first season of automated driving range ball sales. Two (2) vending machines have been installed and will vend range balls via cash and credit card.

Pre-Season Hiring

Inver Wood has completed its annual hiring process for seasonal employees. For the 2011 peak season, the facility will operate with 58 seasonal employees. Returning employees for 2011 comprise 88 percent (51 seasonal staffers) of the required amount. The open-to-hire requirement was 7 new-hires. The following positions were filled from the March pool of applicants: Driving Range Attendant (1), Starter/Ranger (1), and Golf Course Laborer (5).

Leagues

Organized leagues are in place for the league demand periods Monday through Thursday from 4:30 PM to 5:30 PM. A total of 32 tee times on each course are available in this four day period. For 2011, 25 league tee times will be required for the championship course equaling 78 percent of availability and 19 league tee times will be required for the executive course equaling 59 percent of availability.



Parks & Recreation Department Department Happenings



Recreation

May Day 5K

Staff will be assisting the School District #199 B.E.S.T. Foundation with the 13th Annual May Day 5K family run/walk on Saturday, May 7. Staff helps coordinates facilities, equipment, race route logistics and pre-event registration. In conjunction with this event, the Department will be hosting its Indoor Toy & Garage Sale from 10 a.m.-2 p.m.

Outdoor Athletic Fields Getting Prepped for Spring!

We have had a delayed spring and this has also delayed our field preparation. With frost still in the ground and the surfaces saturated, we will be cautious in letting our users on to the fields so as not to do any damage to them.

Youth Track Gets Underway

Our youth track program for kids in grades kindergarten-grade 2 gets underway beginning April 25. This is a very popular program that allows youth the opportunity to engage in healthy exercise and fun. Teams are coached by volunteer parents as well as receiving assistance from the Simley High School track teams.

Youth Spring Tennis

Time to hit the courts with our youth tennis lessons for children ages 4-14. Classes begin on Saturday, April 30 for beginner and advanced players. Classes are held at the North Valley tennis courts. We encourage participants to also sign up for our youth summer lessons and team during the spring.

North Valley Disc Golf Course

The City Council approved the operations agreement with Fairway Flyerz Discs, Inc. who will be operating a mobile sales unit at the North Valley Disc Golf Course. The Fairway staff will sell annual passes, daily passes, discs, snacks/beverages as well as other accessories. The City will receive 50% of the net revenue from the sale of all passes sold at the course. Staff hopes to have the operation up and running by the end of April.

Hunting for Eggs

It's time for our annual egg hunt on Saturday, April 23. We will have hunts for youth ages 3-10 during the afternoon and then our flashlight egg hunt for youth 10-13. The event is sponsored by Heartland Credit Union.



Parks & Recreation Department Department Happenings



Pine Bend Community School Garden

Staff continues to work on the new community school garden at Pine Bend Elementary School. This project is made possible with a grant from Dakota County Public Health. The project also includes an new afterschool garden club for the students as well as some hands-on educational sessions for each classroom which are provided by Dakota County Master Gardeners.

Veterans Memorial Community Center

Healthy Active Aging Fair

This event showcases local organizations and services on healthy aging. Enjoy vendor booths, free fitness classes and valuable information. Event will be held on Wednesday, April 27 from 9a.m. –noon at the community center.

Spring Ice Show: “Minnesota Skate Fair”

The Learn to Skate program will be conducting their 5th Annual Ice Show on Friday, April 29 at 7 p.m. This is a great way for our skating participants to show off everything they have learned in class. The event is free for the public to watch and free for any Learn to Skate participant to take part in.

Safety & Activities Fair

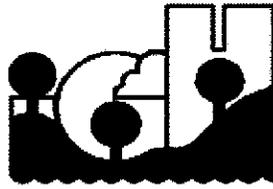
The community center is once again hosting the School District #199 Safety & Activities Fair on April 7 from 5:30-7:30 p.m. The recreation department will also be participating in the event by having a booth to promote our upcoming summer programs and the facility. The event draws about 500 people each year.

Indoor Turf

We have seen an increase in the number of turf users this spring. The space has been utilized for soccer, softball, lacrosse, flag football and birthday parties. The late spring weather has kept more groups inside and looking for indoor space for their activities.

Community Center Signage

Staff continues to work on a new interior way-finding and location signage for the community center. Visual Communications, a design firm, is assisting the Department is identifying appropriate style/brand, medium and number of signs. The project will be brought before the City Council at the end of the month and installation of the signs will hopefully be timed with the locker room renovations and painting of the facility.



COMMUNITY CENTER
CITY OF INVER GROVE HEIGHTS

**FINANCIAL STATEMENTS
AND
COMPILATION REPORTS**

FOR THE PERIOD ENDING
February 2011



INVER GROVE HEIGHTS COMMUNITY CENTER
STATEMENT OF OPERATIONS
February 2011

	Feb 2010 ACTUAL	%	Feb 2011 ACTUAL	%	2010 YTD ACTUAL	%	2011YTD ACTUAL	%
DEPARTMENTAL REVENUES								
ICE OPERATIONS	48,684	31%	57,866	34%	81,404	24%	149,448	36%
GROVE OPERATIONS	85,872	54%	91,090	54%	184,176	54%	192,936	46%
PROGRAMS	20,332	13%	19,343	11%	54,254	16%	61,519	15%
FOOD & BEVERAGE	3,122	2%	544	0%	5,864	2%	927	0%
PRO SHOP	126	0%	205	0%	365	0%	394	0%
COMMON	(363)	(0%)	698	0%	17,080	5%	15,430	4%
TOTAL DEPARTMENTAL REVENUE	157,773	100%	169,746	100%	343,143	100%	420,654	100%
PERSONNEL EXPENSES								
ICE OPERATIONS	23,018	21%	26,103	22%	51,408	20%	56,004	21%
GROVE OPERATIONS	21,951	20%	24,782	21%	50,019	19%	53,938	20%
PROGRAMS	36,701	34%	39,359	34%	93,006	35%	95,908	35%
FOOD & BEVERAGE	121	0%	0	0%	2,989	1%	1,900	1%
COMMON	27,216	25%	26,525	23%	65,648	25%	64,580	24%
TOTAL PERSONNEL EXPENSES	109,006	69%	116,769	69%	263,071	77%	272,330	65%
OTHER EXPENSES								
ICE OPERATIONS	24,387	2%	28,686	2%	30,186	2%	39,224	3%
GROVE OPERATIONS	41,859	3%	45,569	4%	52,254	4%	55,273	4%
PROGRAMS	2,705	0%	1,478	0%	5,384	0%	2,727	0%
FOOD & BEVERAGE	9	0%	428	0%	622	0%	595	0%
PRO SHOP	31	0%	(7)	(0%)	29	0%	59	0%
COMMON	10,405	1%	14,404	1%	20,869	2%	27,525	2%
TOTAL OTHER EXPENSES	79,396	50%	90,558	53%	109,344	32%	125,403	30%
TOTAL OPERATING EXPENSES	188,402	119%	207,327	122%	372,415	109%	397,733	95%
NET OPERATING INCOME	(30,629)	(19%)	(37,581)	(22%)	(29,271)	(9%)	22,921	5%
NON-OPERATING REVENUES								
INVESTMENT EARNINGS					0		0	
OTHER REVENUES(INRS REIMB.)					0		0	
TOTAL NON-OPERATING REVENUES	0		0		0		0	
NON-OPERATING EXPENSES								
EQUIPMENT REPLACEMENT					14,375		0	
PROPERTY IMPROVEMENT					0		0	
OTHER MISC. EXPENSE					0		0	
TOTAL NON-OPERATING EXPENSES	0		0		14,375		0	
DEBT SERVICE								
TOTAL NON-OP. EXPENSES & DEBT	0		0		14,375		0	
NET INCOME	(30,629)		(37,581)		(43,646)		22,921	

SUPPLEMENTAL INFORMATION

INVER GROVE HEIGHTS COMMUNITY CENTER
ICE OPERATIONS
STATEMENT OF OPERATIONS
February 2011

	Feb 2010 ACTUAL	%	Feb 2011 ACTUAL	%	YTD 2010 ACTUAL	%	YTD 2011 ACTUAL	%
ICE OPERATIONS REVENUE								
ICE RENTALS	41,736	86%	41,602	72%	66,283	81%	89,457	60%
ICE ADMISSIONS	597	1%	877	2%	1,708	2%	2,135	1%
HOCKEY ASSOC.		0%	5,190	9%	0	0%	39,855	27%
TURF RENT	2,136	4%	4,516	8%	2,136	3%	4,516	3%
ROOM RENTALS	4,214	9%	5,681	10%	11,277	14%	13,486	9%
GAME ADMISSIONS		0%		0%	0	0%	0	0%
TOTAL ICE OPERATIONS REVENUE	48,684	100%	57,866	100%	81,404	100%	149,448	100%
ICE OPERATIONS EXPENSES								
PAYROLL & RELATED EXPENSES								
SALARIES	13,998	29%	13,391	23%	28,476	35%	27,306	18%
WAGES PART TIME		0%		0%	0	0%	0	0%
WAGES TEMPORARY	3,462	7%	6,641	11%	6,434	8%	10,658	7%
PAYROLL TAXES-BENEFITS	5,558	11%	6,071	10%	16,497	20%	18,039	12%
TOTAL PAYROLL EXPENSES	23,018	47%	26,103	45%	51,408	63%	56,004	37%
OTHER EXPENSES								
ALARM SERVICES		0%	755	1%	211	0%	755	1%
CENTRAL EQUIPMENT	2,742	6%	2,742	5%	5,483	7%	5,483	4%
CONFERENCES & SEMINARS		0%		0%	0	0%	0	0%
DUES, LICENSES, SUBSCRIPTIONS		0%	145	0%	140	0%	145	0%
FUELS		0%	546	1%	670	1%	546	0%
INSURANCE ALLOCATION		0%		0%	0	0%	0	0%
LEASE PAYMENTS		0%		0%	0	0%	0	0%
MEALS & LODGING		0%		0%	0	0%	0	0%
PROF/TECH SERVICES	2	0%	39	0%	3	0%	41	0%
REPAIRS & MAINT-BLDG	357	1%	960	2%	410	1%	3,829	3%
REPAIRS & MAINT-EQUIPT	448	1%	222	0%	480	1%	256	0%
REFUSE REMOVAL		0%		0%	0	0%	0	0%
SMALL TOOLS		0%	593	1%	0	0%	593	0%
SUPPLIES-JANITORIAL	1,059	2%	1,390	2%	1,384	2%	3,041	2%
SUPPLIES-SHOP		0%		0%	0	0%	0	0%
SUPPLIES-MAINTENANCE	986	2%	2,311	4%	1,324	2%	3,737	3%
SUPPLIES-OTHER		0%	125	0%	267	0%	913	1%
TELEPHONE	103	0%		0%	206	0%	103	0%
TRAVEL		0%	23	0%	8	0%	23	0%
UNIFORMS		0%		0%	263	0%	263	0%
UTILITIES-ELECTRIC	12,469	26%	11,772	20%	12,469	15%	11,772	8%
UTILITIES-GAS	5,439	11%	6,257	11%	5,439	7%	6,257	4%
UTILITIES-SEWER	401	1%	415	1%	730	1%	755	1%
UTILITIES-WATER	381	1%	391	1%	699	1%	714	0%
MISC. EXPENSE		0%		0%	0	0%	0	0%
TOTAL OTHER EXPENSE	24,387	50%	28,686	50%	30,186	37%	39,224	26%
TOTAL ICE OPERATIONS EXPENSE	47,405	97%	54,790	95%	81,594	100%	95,228	64%
NET INCOME (LOSS)	1,279	3%	3,077	5%	(190)	(0%)	54,220	36%

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INVER GROVE HEIGHTS COMMUNITY CENTER
GROVE OPERATIONS
STATEMENT OF OPERATIONS
February 2011

	Feb 2010 ACTUAL	%	Feb 2011 ACTUAL	%	YTD 2010 ACTUAL	%	YTD 2011 ACTUAL	%
GROVE OPERATIONS REVENUE								
MEMBERSHIPS	68,149	79%	74,061	81%	146,669	80%	157,352	82%
ADMISSIONS	12,861	15%	10,876	12%	27,006	15%	24,059	12%
ADMISSIONS MISC.	88	0%	95	0%	192	0%	161	0%
CLOTHING SALES	2	0%	13	0%	6	0%	22	0%
RENTS-DISTRICT 199		0%		0%	0	0%	0	0%
SWIM MEETS		0%		0%	875	0%	0	0%
POOL RENTALS	1,572	2%	2,844	3%	3,028	2%	4,942	3%
OTHER RENTALS	3,200	4%	3,200	4%	6,400	3%	6,400	3%
TOTAL GROVE OPERATIONS REVENUE	85,872	100%	91,090	100%	184,176	100%	192,936	100%
GROVE OPERATIONS EXPENSES								
PAYROLL & RELATED EXPENSES								
SALARIES	13,367	16%	13,391	15%	27,846	15%	27,306	14%
WAGES PART TIME		0%		0%	0	0%	0	0%
WAGES TEMPORARY	2,514	3%	5,479	6%	5,200	3%	8,847	5%
PAYROLL TAXES-BENEFITS	6,069	7%	5,911	6%	16,973	9%	17,784	9%
TOTAL PAYROLL EXPENSES	21,951	26%	24,782	27%	50,019	27%	53,938	28%
OTHER EXPENSES								
ALARM SERVICES		0%	755	1%	0	0%	755	0%
APPAREL		0%		0%	0	0%	0	0%
CENTRAL EQUIPMENT		0%		0%	0	0%	0	0%
CONFERENCES & SEMINARS		0%		0%	0	0%	0	0%
DUES, LICENSES, SUBSCRIPTIONS		0%		0%	0	0%	0	0%
INSURANCE ALLOCATION		0%		0%	0	0%	0	0%
LEASE PAYMENTS		0%		0%	0	0%	0	0%
MEALS & LODGING		0%		0%	0	0%	0	0%
POSTAGE	5	0%	5	0%	11	0%	5	0%
PRINTING & BINDING		0%		0%	1,266	1%	0	0%
PROF/TECH SERVICES	2	0%	138	0%	3	0%	790	0%
REPAIRS & MAINT-BLDG	5,722	7%	5,109	6%	9,125	5%	8,748	5%
REPAIRS & MAINT-EQUIPT	398	0%		0%	398	0%	0	0%
REFUSE REMOVAL		0%		0%	0	0%	0	0%
SMALL TOOLS & MISC EQUIPT		0%	169	0%	0	0%	604	0%
SUPPLIES-JANITORIAL	1,059	1%	1,390	2%	1,384	1%	3,041	2%
SUPPLIES-MAINTENANCE	900	1%	1,092	1%	2,254	1%	2,306	1%
SUPPLIES-POOL CHEMICALS	2,014	2%	3,387	4%	4,004	2%	3,387	2%
SUPPLIES-SHOP		0%		0%	0	0%	0	0%
SUPPLIES-OTHER	733	1%	1,337	1%	1,117	1%	1,337	1%
TELEPHONE	103	0%		0%	206	0%	103	0%
TRAVEL	16	0%	53	0%	42	0%	53	0%
UNIFORMS		0%		0%	263	0%	263	0%
UTILITIES-ELECTRIC	11,641	14%	12,254	13%	11,641	6%	12,254	6%
UTILITIES-GAS	17,572	20%	18,038	20%	17,572	10%	18,038	9%
UTILITIES-SEWER	834	1%	905	1%	1,477	1%	1,794	1%
UTILITIES-WATER	805	1%	865	1%	1,437	1%	1,724	1%
MISC. EXPENSE	56	0%	72	0%	56	0%	72	0%
TOTAL OTHER EXPENSE	41,859	49%	45,569	50%	52,254	28%	55,273	29%
TOTAL GROVE OPERATIONS EXPENSE	63,811	74%	70,351	77%	102,274	56%	109,211	57%
NET INCOME (LOSS)	22,062	26%	20,738	23%	81,903	44%	83,725	43%

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INVER GROVE HEIGHTS COMMUNITY CENTER
PROGRAMS
STATEMENT OF OPERATIONS
February 2011

	Feb 2010 ACTUAL	%	Feb 2011 ACTUAL	%	YTD 2010 ACTUAL	%	YTD 2011 ACTUAL	%
PROGRAM REVENUE								
BIRTHDAY PARTIES	4,456	22%	2,408	12%	8,836	16%	6,716	11%
SPECIAL EVENTS	523	3%	644	3%	2,658	5%	1,372	2%
SWIM LESSONS	2,302	11%	2,422	13%	12,014	22%	14,311	23%
FITNESS LESSONS	2,465	12%	4,404	23%	8,236	15%	12,727	21%
PERSONAL TRAINING	6,645	33%	5,395	28%	10,500	19%	8,723	14%
DANCE LESSONS	435	2%	125	1%	2,263	4%	2,800	5%
DANCE RECITALS		0%		0%	0	0%	0	0%
KIDS ROCK	665	3%	125	1%	665	1%	125	0%
SKATE LESSONS	2,741	13%	3,728	19%	8,918	16%	14,544	24%
CHILD CARE	100	0%	92	0%	165	0%	202	0%
TOTAL PROGRAM REVENUE	20,332	100%	19,343	100%	54,254	100%	61,519	100%
PROGRAM EXPENSES								
PAYROLL & RELATED EXPENSES								
SALARIES	10,205	50%	10,205	53%	20,410	38%	20,410	33%
WAGES TEMPORARY	21,177	104%	23,391	121%	41,396	76%	43,418	71%
PAYROLL TAXES-BENEFITS	5,319	26%	5,763	30%	31,200	58%	32,080	52%
TOTAL PAYROLL EXPENSES	36,701	181%	39,359	203%	93,006	171%	95,908	156%
OTHER EXPENSES								
APPAREL-DANCE RECITALS		0%		0%	0	0%	0	0%
CENTRAL EQUIPMENT		0%		0%	0	0%	0	0%
CONFERENCES & SEMINARS	100	0%		0%	100	0%	0	0%
DUES, LICENSES, SUBSCRIPTIONS		0%	500	3%	0	0%	560	1%
MEALS & LODGING		0%		0%	0	0%	0	0%
PRINTING & BINDING		0%	118	1%	0	0%	118	0%
PROF/TECH SERVICES	6	0%	21	0%	12	0%	27	0%
REPAIRS & MAINT-EQUIPT	720	4%		0%	720	1%	0	0%
SMALL TOOLS & MISC EQUIPT	991	5%	229	1%	2,610	5%	1,025	2%
SUPPLIES-MAINTENANCE		0%		0%	2	0%	218	0%
SUPPLIES-TRAINING	30	0%		0%	30	0%	0	0%
SUPPLIES-OTHER	531	3%	568	3%	1,334	2%	715	1%
TELEPHONE	21	0%		0%	43	0%	22	0%
TRANSPORTATION-KIDS KAMP		0%		0%	0	0%	0	0%
TRAVEL	6	0%		0%	31	0%	0	0%
FOOD/BEVERAGE	49	0%	43	0%	174	0%	43	0%
UNIFORMS	250	1%		0%	328	1%	0	0%
MISC. EXPENSE		0%		0%	0	0%	0	0%
TOTAL OTHER EXPENSE	2,705	13%	1,478	8%	5,384	10%	2,727	4%
TOTAL PROGRAMS EXPENSE	39,405	194%	40,837	211%	98,390	181%	98,635	160%
NET INCOME (LOSS)	(19,073)	(94%)	(21,494)	(111%)	(44,136)	(81%)	(37,116)	(60%)

INVER GROVE HEIGHTS COMMUNITY CENTER
 FOOD BEVERAGE
 STATEMENT OF OPERATIONS
 February 2011

	Feb 2010		Feb 2011		YTD 2010		YTD 2011	
	ACTUAL	%	ACTUAL	%	ACTUAL	%	ACTUAL	%
FOOD & BEVERAGE SALES								
CONCESSIONS-VMCC	2,225	71%		0%	4,585	78%	0	0%
CONCESSIONS-GROVE	485	16%	315	58%	866	15%	637	69%
CONCESSIONS-CATERING	413	13%	229	42%	413	7%	289	31%
CONCESSIONS-RICH VALLEY		0%		0%	0	0%	0	0%
CONCESSIONS-DANCE RECITAL		0%		0%	0	0%	0	0%
VENDING-VMCC		0%		0%	0	0%	0	0%
VENDING-GROVE		0%		0%	0	0%	0	0%
VENDING-RICH VALLEY		0%		0%	0	0%	0	0%
VENDING-COKE CONTRACT		0%		0%	0	0%	0	0%
TOTAL FOOD & BEVERAGE SALES	3,122	100%	544	100%	5,864	100%	927	100%
COST OF SALES								
FOOD COSTS		0%	24	4%	18	0%	24	3%
BEV COST	9	0%	33	6%	532	9%	201	22%
TOTAL COST OF SALES	9	0%	58	11%	550	9%	225	24%
GROSS MARGIN	3,113	100%	486	89%	5,314	91%	701	76%
FOOD & BEVERAGE DEPARTMENTAL EXPENSES								
PAYROLL & RELATED EXPENSES								
WAGES - TEMPORARY	113	4%		0%	981	17%	0	0%
PAYROLL TAXES - BENEFITS	9	0%		0%	2,009	34%	1,900	205%
TOTAL PAYROLL EXPENSES	121	4%	0	0%	2,989	51%	1,900	205%
OTHER EXPENSES								
CONFERENCES & SEMINARS		0%		0%	0	0%	0	0%
DUES, LICENSES, SUBSCRIPTIONS		0%	305	56%	0	0%	305	33%
RENTAL OF EQUIPMENT		0%		0%	0	0%	0	0%
REPAIRS AND MAINTENANCE		0%		0%	0	0%	0	0%
SMALL TOOLS & MISC EQUIPT		0%		0%	0	0%	0	0%
SUPPLIES-OTHER		0%	65	12%	72	1%	65	7%
TELEPHONE		0%		0%	0	0%	0	0%
TRAVEL		0%		0%	0	0%	0	0%
UNIFORMS		0%		0%	0	0%	0	0%
CASH OVER/SHORT		0%		0%	0	0%	0	0%
MISC. EXPENSE		0%		0%	0	0%	0	0%
TOTAL OTHER EXPENSE	0	0%	370	68%	72	1%	370	40%
TOTAL FOOD & BEV EXPENSE	130	4%	428	79%	3,612	62%	2,495	269%
NET INCOME (LOSS)	2,992	96%	116	21%	2,252	38%	(1,568)	(169%)

0.0

INVER GROVE HEIGHTS COMMUNITY CENTER
PRO SHOP
STATEMENT OF OPERATIONS
February 2011

	Feb 2010 ACTUAL	%	Feb 2011 ACTUAL	%	YTD 2010 ACTUAL	%	YTD 2010 ACTUAL	%
PRO SHOP SALES								
SKATE SHARPENING	37	30%	30	15%	206	56%	131	33%
SKATE RENTAL	39	31%	43	21%	84	23%	131	33%
MISC SALES	50	39%	133	65%	76	21%	133	34%
TOTAL PRO SHOP SALES	126	100%	205	100%	365	100%	394	100%
COST OF SALES								
MISC SUPPLIES	49	39%		0%	49	13%	67	17%
TOTAL COST OF SALES	49	39%	0	0%	49	13%	67	17%
GROSS MARGIN	77	61%	205	100%	316	87%	327	83%
PRO SHOP DEPARTMENTAL EXPENSES								
PAYROLL & RELATED EXPENSES								
WAGES - TEMPORARY		0%		0%	0	0%	0	0%
PAYROLL TAXES - BENEFITS		0%		0%	0	0%	0	0%
TOTAL PAYROLL EXPENSES	0	0%	0	0%	0	0%	0	0%
OTHER EXPENSES								
SMALL TOOLS & MISC EQUIPT		0%		0%	0	0%	0	0%
SUPPLIES-OTHER		0%		0%	0	0%	0	0%
CASH OVER/SHORT	(18)	(14%)	(7)	(4%)	(20)	(5%)	(7)	(2%)
MISC. EXPENSE		0%		0%	0	0%	0	0%
TOTAL OTHER EXPENSE	(18)	(14%)	(7)	(4%)	(20)	(5%)	(7)	(2%)
TOTAL PRO SHOP EXPENSE	31	25%	(7)	(4%)	29	8%	59	15%
NET INCOME (LOSS)	95	75%	213	104%	336	92%	335	85%

INVER GROVE HEIGHTS COMMUNITY CENTER
COMMON
STATEMENT OF OPERATIONS
February 2011

	Feb 2010 ACTUAL	%	Feb 2011 ACTUAL	%	YTD 2010 ACTUAL	%	YTD 2010 ACTUAL	%
COMMON REVENUE								
ADVERTISING		0%	200	29%	1,200	7%	200	1%
CONTRIBUTIONS/DONATIONS		0%		0%	15,000	88%	15,011	97%
INSURANCE REIMBURSEMENT		0%		0%	0	0%	0	0%
ATM COMMISSIONS	212	(58%)	188	27%	212	1%	188	1%
VENDING COMMISSIONS	-634	175%	379	54%	484	3%	379	2%
MISC REVENUE	60	(17%)	-69	(10%)	184	1%	-348	(2%)
TOTAL COMMON REVENUE	-363	100%	698	100%	17,080	100%	15,430	100%
COMMON EXPENSES								
PAYROLL & RELATED EXPENSES								
SALARIES	9,347	(2578%)	9,424	1350%	18,858	110%	18,790	122%
WAGES PART TIME	5,904	(1628%)	5,751	824%	11,864	69%	11,624	75%
WAGES TEMPORARY	5,060	(1395%)	4,679	670%	9,494	56%	9,223	60%
PAYROLL TAXES-BENEFITS	6,905	(1904%)	6,671	956%	25,432	149%	24,943	162%
TOTAL PAYROLL EXPENSES	27,216	(7505%)	26,525	3801%	65,648	384%	64,580	419%
OTHER EXPENSES								
BANK CHARGES	19	(5%)	29	4%	19	0%	29	0%
CREDIT CARD EXPENSE	1,480	(408%)	1,509	216%	1,480	9%	1,509	10%
CENTRAL STORES	242	(67%)	242	35%	483	3%	483	3%
CONFERENCES & SEMINARS		0%		0%	0	0%	0	0%
DUES, LICENSES, SUBSCRIPTIONS	254	(70%)	917	131%	1,892	11%	2,855	19%
INSURANCE ALLOCATION	2,683	(740%)	2,683	384%	5,367	31%	5,367	35%
LEASE PAYMENTS		0%		0%	0	0%	0	0%
MEALS & LODGING		0%		0%	0	0%	0	0%
MIS ALLOCATION	3,275	(903%)	3,275	469%	6,550	38%	6,550	42%
OTHER RENTALS	439	(121%)		0%	1,318	8%	879	6%
ADVERTISING	87	(24%)	100	14%	1,012	6%	500	3%
POSTAGE		0%	2,359	338%	0	0%	4,529	29%
PRINTING		0%	890	128%	0	0%	890	6%
PROF/TECH SERVICES	7	(2%)	625	90%	13	0%	1,242	8%
REPAIRS & MAINT-EQUIPT		0%		0%	0	0%	0	0%
REPAIRS & MAINT-OFFICE EQUIPT	926	(255%)		0%	926	5%	0	0%
REFUSE REMOVAL		0%		0%	218	1%	382	2%
SMALL TOOLS	766	(211%)		0%	766	4%	11	0%
SUPPLIES-OTHER	24	(6%)	1,591	228%	302	2%	1,839	12%
TELEPHONE	257	(71%)	215	31%	515	3%	473	3%
TRAVEL		0%		0%	5	0%	0	0%
CASH OVER/SHORT	-53	15%	-31	(4%)	4	0%	-13	(0%)
MISC. EXPENSE		0%		0%	0	0%	0	0%
TOTAL OTHER EXPENSE	10,405	(2869%)	14,404	2064%	20,869	122%	27,525	178%
TOTAL COMMON EXPENSE	37,621	(10375%)	40,929	5865%	86,517	507%	92,105	597%
NET INCOME (LOSS)	(37,983)	10475%	(40,231)	(5765%)	(69,437)	(407%)	(76,675)	(497%)

1,062.50

INVER GROVE HEIGHTS COMMUNITY CENTER
STATEMENT OF NET OPERATIONS - DEPARTMENTAL
February 2011

	Feb 2010	Feb 2011	YTD 2010 ACTUAL	YTD 2010 ACTUAL
DEPARTMENTAL ACTIVITIES				
NET ICE OPERATIONS	1,279	3,077	(190)	54,220
NET GROVE OPERATIONS	22,062	20,738	81,903	83,725
NET PROGRAMS	(19,073)	(21,494)	(44,136)	(37,116)
NET FOOD AND BEVERAGE	2,992	116	2,252	(1,568)
NET PRO SHOP	95	213	336	335
NET COMMON	(37,983)	(40,231)	(69,437)	(76,675)
DEPARTMENTAL ACTIVITIES	(30,629)	(37,581)	(29,272)	22,921
NET OPERATING INCOME				

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Commission Comments

Meeting Date: April 13, 2011
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.