

**Inver Grove Heights
Park and Recreation Advisory Commission
Wednesday, February 8, 2012
8150 Barbara Avenue
7:00pm**

1. CALL TO ORDER
2. ROLL CALL
3. PRESENTATIONS – Items that don't require action.
 - A. Presentation on Guest Services/Memberships at the VMCC/Grove
4. ANNOUNCEMENTS
 - A. You can find information regarding the City of Inver Grove Heights by visiting our web site at www.invergroveheights.org
 - B. Next Meeting; March 14, 2012 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 January 11, 2012 Minutes
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 Non-Player Ride-Along Policy at Inver Wood Golf Course
 - B. Review 2012-13 VMCC Ice Rates
 - C. Determine Topics for Joint Meeting with City Council
9. ADMINISTRATIVE PRESENTATIONS - Items that need to be discussed without any actions.
 - A. Future of our Parks Report
 - B. Department Happenings
10. COMMISSION COMMENTS – A chance for Commissioners to ask questions or make comments.
11. ADJOURN

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

This document is available upon a 72-hour request in alternate formats such as Braille, large print, audio table, etc. Please contact Eric Carlson at 651.450.2587 or TDD/TTY 651.450.2501

**City of Inver Grove Heights Minutes of the Proceedings
Of The Park and Recreation Advisory Commission
Wednesday, January 11, 2012**

1. CALL TO ORDER:

Commissioner Chris Solberg called the January 11, 2012 Park and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Commissioners: Chris Solberg, Marty Silvi, Jim Huffman, Joe Boehmer, Stan Johnson, and Desta Meyer

Parks and Recreation Director Eric Carlson

Absent: Chair Al Eiden; Vice Chair Dennis Schueller; Commissioner Willie Krech; Recording Clerk Sheri Yourczek

3. PRESENTATIONS:

None

4. ANNOUNCEMENTS:

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

www.invergroveheights.org

B. Next Meeting: Wednesday, February 8, 2012. Regular Meeting 7:00 p.m.

5. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of Minutes of December 14, 2011

Motion by Commissioner Silvi, seconded by Commissioner Johnson, to approve the Consent Agenda as presented.

Motion by Commissioner Silvi, seconded by Commissioner Johnson to approve the Minutes of December 14, 2011 as presented.

Ayes: 6

Nays: 0 Motion carried.

6. PUBLIC COMMENT:

None

7. UNFINISHED BUSINESS:

None

8. REGULAR AGENDA:

A. Review Heritage Village Park Architectural Concepts

Park and Recreation Director Eric Carlson stated they will review the architectural concepts for Heritage Village Park. The process began in June of last year. We received concepts from Partners & Sirny Architects, of all of the possible future buildings that will be placed at Heritage Village Park. As you know, Dakota County will be building a trailhead/restroom facility on the south side of 66th Street. We want that facility to be in line with what we are going to be building in the future within the park. The County and the City have entered into a joint powers agreement. We have some information to share regarding that process.

Paul Anderson from Partners & Sirny Architects thanked them for the opportunity to work on this wonderful project. They picked up on the great work that Brauer and Associates did on the Master Plan. They looked at a number of character types that would reflect the cultural history of the site. They looked at agricultural, water transportation, rail transportation, and industrial uses for design ideas. Director Carlson has commented that it is somewhat of a bike depot since it's on the Regional Trail. Knowing that, we can carry on the cultural history of the site and the new functional use of the site. Wood and steel will be the main materials. The shelter in front of the multipurpose building reflects a boarding platform. This would be reminiscent of a boarding platform where people can sit and gather and view activity within the park. The same architectural character will be applied to the regional trailhead facility. A typical shelter will also show some of the same architectural character. They also looked at the two existing buildings, the existing Schoolhouse and the existing Town Hall. Possible uses for those could be a business that supports the trail, such as a bike rental or repair shop, food and beverage shop, or even gathering use.

Director Carlson stated they worked with Dakota County on these plans. Several Commissioners (Krech, Silvi, Meyer, Huffman) worked on this process as well. An open house was held in late December looking for feedback from the public.

The multipurpose building is approx 5700 square feet. Appropriate for gatherings of up to 200 people. Seated inside, could be wedding or business type function. This could also be used for Park and Recreation programming and classes. There was some discussion of whether or not this is the right place to build a building like this, however this process wasn't to determine if that goes here or not, but if it were, what might it look like. A floor plan was developed. We don't know if, or when, this building will be built. We wanted to get a general feel for what the building would look like from the inside. Most of our efforts are focused on the exterior design.

The next building would be constructed by Dakota County. This is the trailhead facility with bathrooms and some kiosks around it. This facility is approximately 770 square feet in size.

The picnic shelter could be expanded or shrunk to any size necessary to the park. There could be two or three of these around the park. Some of these we would perceive to be rentable, others would be more of a casual drop-in experience. With these there are no flush toilets. They would be served by portable toilets placed throughout the park.

We also need to review the old schoolhouse. The movement of this would be from its current location at Rich Valley Park, and then to be located somewhere in Heritage Village Park. Some of the ideas brought up, coffee or ice cream concessionaire, renting the facility from the City, etc. We don't know if that is attractive or would work, but it's a concept. We can envision some type of a service that supports the use of the trail. Bike repair or rental would be an option here. Part of this review was to see if it was possible to move the facilities and to refurbish and bring them up to code. There are rough estimates to construct the buildings. Costs for those are reflected in the report. We can change the building materials and the inside. This gives you a rough idea of a general outline. Once you are comfortable with what has been developed, it moves before the City Council. Dakota County could move forward with their facility, which they plan to construct in 2012. And then it would be available to the public in late 2012.

Commissioner Solberg asked Commissioner Meyer what type of feedback they received from the Open House.

Commissioner Meyer responded they received positive feedback. The design centered around its location and whether that was an appropriate place. She thought it was determined that it would be a longer range plan for this building. Right now it seemed they wished to have the trailhead/restroom completed. She thinks the design looks great.

Commissioner Huffman asked if the picnic shelter and the restrooms would be in the next year?

Director Carlson responded what is planned for 2012, is that this facility would be constructed by Dakota County. The larger facility is not planned to be built at this time. As far as moving the other structures, there is no plan or date specific for that. The only facility that has a timeline is the trailhead/restroom facility. The City will be doing improvements to 66th Street so this building can be served. That is what will be done for sure this year. We hope to start work with Dakota County Historical Society to determine what historical items we want to portray and display to the public, and then decide where those belong and how to best display them throughout the park.

Commissioner Silvi stated it seems nobody is against anything. They are in favor of everything as they are. It seemed like people liked the idea of it being tied into a "railroad theme".

Commissioner Solberg asked what the life expectancy of the building was? He prefers brick.

Paul Anderson responded they didn't do a life cycle cost analysis. They can do it as design proceeds. We showed wood with the historical use of wood. As you move forward you can determine that better.

Commissioner Solberg asked if there is anywhere else around here that people can go to look at a facility that would look similar to this?

Paul Anderson stated the offices of Brauer and Associates is similar to a depot. He will think of some other places that may reflect this style.

Motion by Commissioner Johnson, seconded by Commissioner Huffman to approve as presented.

Ayes: 6

Nays: 0 Motion carried.

B. Review 2012 North Valley Disc Golf Course Operations Agreement

Recreation Superintendent Tracy Petersen stated in 2011 the City entered into an operations agreement with Fairway Flyerz to operate a mobile sales unit at the course. It was open April through October, seven days a week. The City retained 50% of the admission sales. Those under the age of 21 were allowed admission at no charge. A daily pass rate was \$5.00 and annual at \$30.00. The first year of operations was a starting point for both parties. The agreement generated revenue for the City, however, Fairway Flyerz saw lower than expected volume of users at the course. This was due to the 21 and under age to enter the facility at no charge. 40% of the users were under the age of 21. 90% of annual passes sold were not from Inver Grove Heights. 200 passes were sold. In 2012, to make it successful for both parties, they suggest operating from May 1 to mid-September. The City would retain 40% of the net revenue from admission sales. Youth under the age of 14 would be admitted for no charge. Youth showing a valid high school ID would receive a \$3.00 reduced rate from the \$5.00 daily rate. Annual passes would be \$30.00 for a resident from Inver Grove Heights, and \$40.00 for a non-resident. The agreement with Inver Grove Heights and South St. Paul would then identically match. The City would work with local businesses, the Chamber, and the High School to try to enhance usage. They also thought to provide an Inver Hills Community College Day for all college kids to play at a reduced rate. Both the City and Fairway Flyerz are in agreement with the proposed changes. This would allow Fairway to continue to operate at the course. It would also provide some increased visibility to the course so we can secure

tournaments and other opportunities to the course. The proposed changes will help reduce the Recreation Fund's dependence on general dollars and allow dollars for future improvements and maintenance which is key to that course.

Commissioner Silvi stated this course turned out to be a pretty good operation all around. We were all concerned with youth and high school age kids, but this is one group that is able to use the course. He is not in favor of charging a fee to the kids, especially those with a high school ID. He felt they should still provide a service to them without any charge. He is against the lowering the age limit. He could see age 19.

Commissioner Johnson disagrees in the sense that we have someone that can manage this operation. The concessionaire can run this course and they can make enough to make it worth their while. He agrees with the ages that were presented.

Commissioner Meyer didn't feel they should be charging the high school kids a fee for using the course. A lot of them don't have an income source. They still may not be able to afford to play. She can see under 18 and no charge, and then 18 and being able to pay.

Commissioner Huffman stated you can't get anything for free anymore. We have to have them pay a little bit. If they don't want to pay, they don't play. He has no problem with the way this was presented.

Commissioner Boehmer thought the way it was written was fine. Youth should start paying for things.

Commissioner Solberg asked what kind of increase in revenue they were expecting with this new plan?

Superintendent Petersen didn't know exactly. They want to generate some income. They may gain some with the high school kids. You will gain more revenue with the non-resident annual pass. After all this we may be at the exact same amount we were in 2011. We thought we could do a better job promoting it with the high school, the college, and local businesses. Kaposia and Inver Grove Heights had varying ages and what happened was Kaposia was younger and got more high school kids. Hopefully this new policy will get kids to play the sport versus hanging out at the park for other reasons.

Commissioner Solberg stated now Kaposia has the same fee we do?

Superintendent Petersen stated everything will be identical. You can use your Inver Grove Heights pass at Kaposia and vice versa.

Commissioner Solberg asked if they know how many paid users came through?

Superintendent Petersen responded there were just under 40 disc golfers a day. The business was open 162 calendar days and there were just under 6,000 visitors to the facility.

Commissioner Huffman asked if user fees go back to maintaining the course?

Superintendent Petersen responded yes. A percentage would go into the recreation fund to off-set dependence on the general fund and a portion of the dollars would go into a fund for future improvements or general maintenance. Improvements have been made there in signage, course improvements, etc. That was to attract more users. We are now getting families that now know how to follow the course.

Commissioner Huffman liked that young people and families are out there getting their exercise.

Commissioner Meyer asked if last year South St. Paul charged youth?

Recreation Superintendent Petersen responded we were 21 and under, they were 18 and under. They had \$30.00 for annual pass resident and \$40.00 non-resident. As part of this agreement the thought was that both sites remain identical as they are both being operated with Fairway Flyerz. It's a strong demographic that you are promoting the game to, but you have to get them to play the game, you have to buy the supplies, etc. Having someone down there daily, interacting with the public when we couldn't in the past will actually increase the popularity in a positive way.

Commissioner Meyer asked where South St. Paul was in this approval process?

Recreation Superintendent Petersen said they approved it in December.

Motion by Commissioner Silvi that we accept the plan as presented with the exception of the age limit. Instead of 14 and under it be changed to youth under the age of 18 be admitted at no change. Seconded by Commissioner Meyer.

Ayes: 2 (Meyer, Silvi)

Nays: 4 Motion failed.

Motion by Commissioner Johnson to approve as presented, seconded by Commissioner Boehmer.

Ayes: 4

Nays: 2 (Meyer, Silvi) Motion carried.

9. ADMINISTRATIVE PRESENTATIONS:

A. Excess Golf Course Property

Director Carlson stated as you are aware, the City has 290 acres established in the late 1980s. There are two pieces of property at the course that have not been used by the course, are not being used at the course, and have no use at the course. One is 4 acres in size, the other 11 acres in size. The property will be purchased by the City of Inver Grove Heights Economic Development Authority and it will be held until it decides it has a development proposal in front of it that they like, and then it would be developed. The property has been appraised and the appraised value has been found to be greater than the debt left at the golf course. The golf course will then be free of debt. Then we have to operate the course year to year and not have to worry about the debt. This is not an action item.

Commissioner Solberg asked if the Planning Commission reviewed it last week?

Director Carlson responded they reviewed the item from the perspective of the state statute needing them to review it. They found it is consistent with the Comprehensive Plan.

Commissioner Silvi asked if the Council has agreed to this plan?

Director Carlson stated these are two separate bodies by state Statute. It has taken place before the Economic Development Authority. In February the EDA (Economic Development Authority) will review and then possibly approve. Then it gets forwarded to the City Council.

Commissioner Silvi felt the triangle piece wouldn't be usable. The other property may have a use for it. Some portion of it is adjacent to the putting green. This part should probably become part of the golf course. He can see developing the rest but that small parcel would be worth keeping.

Commissioner Boehmer stated the City owns the golf course, so the City buys the land to get out of the debt.

Director Carlson stated the EDA is a separate entity from the City. They have the ability to do development differently than the City does. With the EDA owning the property, they are able to attract the property easier. When and if the land gets developed, the tax is paid by whoever purchases it, they will pay taxes to the City. The debt is at 1.3 million dollars. The debt is retired at 2014.

Commissioner Silvi still felt the old farm is too close to the course and they shouldn't sell all of it. It bothers him to sell land that may have future use down the line.

Commissioner Huffman stated the EDA will have the final say whether they sell it or not.

B. Future of our Parks Report

Commissioner Solberg stated they have spoken about the future of our parks for last few months. They want to know what citizens want for our parks. So far the committee has had two meetings. They are looking to the citizens to find out what they want. They are asking for 10 to 20 residents who are passionate about our parks and programs to help us find what they want. We will then go out into the community and hold meetings to find out what they want. When that's done we will combine a report for the City.

C. Department Happenings

Director Carlson stated he wanted to address River Front Park. Some City Staff and Police will be meeting with residents of Skyline Village later in the month about Ernster Park and River Front Park. Awhile back there were some burglaries on River Road to some private residents. There are concerns in the area about security in the parks. We may be making some modest changes, installing cameras, possibly changing operational hours of the parks to close earlier. He will update the Commission on what happens.

10. COMMISSION COMMENTS:

Commissioner Boehmer had no comment.

Commissioner Huffman stated he will be at the meeting on January 26th at Skyline Village.

Commissioner Silvi had no comment.

Commissioner Johnson had no comment.

Commissioner Meyer had no comment.

Commissioner Solberg had no comment.

11. ADJOURN

Motion by Commissioner Huffman, seconded by Commissioner Solberg, to adjourn the meeting at 8:02 p.m.

Ayes: 6

Nays: 0 Motion carried.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Review Inver Wood Golf Course Non-Player Policy

Meeting Date: February 8, 2012
 Item Type: Regular Meeting
 Contact: Al McMurchie – 651.457.3667
 Prepared by: Al McMurchie
 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

Adopt policy resolution regarding non-players on Inver Wood Golf Course during play periods.

SUMMARY

Dating back to the beginning of operations in 1992, the recommendation of the City’s risk management consultant was to permit only active players on the golf course that had paid a green fee and as such had assumed the risk of participating in the game. It was determined that non-players, whether they are walking along or riding along, represented a greater level of risk of injury and consequently a higher level of liability to the City. From this recommendation, Inver Wood has prohibited non-players on the golf course throughout its twenty year history.

Typically the request from our customers to bring a non-player onto the course involves one of the following categories:

- a minor (down to the level of infant),
- senior age individuals,
- spectators with no golf experience, and
- caddies.

The potential for injury from golf car operation, ball strike, club strike, etc. should be considered greater for these various categories due to their inexperience with the game, their tendency to get out of position during play, and the operation of golf cars on challenging terrain.

In September 2011, an individual citizen of Inver Grove Heights objected to this policy through a series of e-mails to staff and to Mayor Tourville. We have reviewed this policy and practice from several perspectives.

A telephone survey was conducted of other government unit golf courses. Two sets of telephone calls were made: the first to the golf shop counter posing as a prospective customer, and the second to the course’s manager in order to discuss it from a management perspective. A variety of inconsistencies were found. The survey results are attached as Attachment A. Some points regarding the results:

- All but one (Dwan G.C.) of the 15 courses surveyed permitted non-players on their golf courses. In many cases, the management response was characterized by a realization that it was not a good practice, but they felt pressure from the public, and in some cases superiors, to permit the practice.

- In an attempt to minimize risk, some courses resorted to age limits, signed waivers, and in one case instructions to the golf car renter to remove the key from the ignition of the golf car while they played their shots. Consistent enforcement of these practices was problematic for course management.
- In one system, a non-playing child was injured years ago with a resulting lawsuit. Management was reluctant to go into details.
- Terrain of a particular golf course should be accounted for to some degree. The majority of courses surveyed are characterized by flat terrain. Inver Wood however should be considered a very hilly course with significant elevation changes. As such, the potential for a runaway golf car accident would be greater.

Staff also contacted the League of Minnesota Cities Insurance Trust's Loss Control Consultant and their Risk Management Attorney for advice. They offer the following points:

- The City would not lose the assumption of risk defense. The City would be able to argue assumption of risk whether the person is a player or non-player just riding along.
- The use of a written agreement (waiver) may help the City in the defense of a claim.
- The policy could be changed provided the City adequately considers the safety of everyone involved.
- The City Council could utilize the principle of *Discretionary Immunity*. Generally the higher the level at which a decision is made, the better chance the City would have of establishing discretionary immunity from a claim. The City Council would have to review the safety, economic, social, and political factors involved in the decision.
- Clear records need to be kept to show that the full nature of the discretionary decision was considered. These include staff memos, council minutes documenting the discussion, and video recordings of the meeting(s) where the decision was made. The Council action would be put into the form of a resolution identifying the safety, economic, social, and political considerations that went into the Council's decision.

Council should be aware that there would be counter arguments. Generally the golf course owner has legally been held to a higher liability for negligence when it comes to minors, spectators, caddies, passers-by, and adjacent landowners. In addition, course owners have been sued for various nuisance liabilities. As an example, the operation of a golf car for a small child left alone on that golf car should be considered an attractive nuisance.

Council should also be aware that this is not an issue of handicap accessibility. Inver Wood has always provided full access to both of our golf courses for disabled players.

Lastly, changing the policy at this point could be problematic since we have consistently enforced the policy the last 20 golf seasons. Since this precedent has been set over a long period of time, permitting non-players on the course at this time may well place the City in a difficult position should an injury to a non-player occur.

RECOMMENDATION

The decision to allow non-players on the golf course lies entirely with the City Council. There are two (2) options available:

1. Continue with the existing policy in place since 1992 of prohibiting non-players on Inver Wood Golf Course. This option is the safest for the non-player, best from a risk management perspective, and fairest for the overall field of play. Any financial impact from this policy has been negligible throughout the policy's history.
2. Rescind the existing policy by adopting a resolution consistent with the *Discretionary Immunity* requirements. If Council were to opt for this path, in the minimum it is recommended that the following restrictions be part of that new policy:
 - a. An minimum age restriction for non-players of twelve (12) years or older.
 - b. Signed waivers for all participants.

We request that the City Council adopt, through resolution, one of these two (2) options.

**INVER WOOD GOLF COURSE
ATTACHMENT A - SURVEY OF GOVERNMENT UNIT GOLF COURSES - NON-PLAYERS ON GOLF COURSE POLICIES**

Golf Course	Government Unit	Holes	Terrain	Response
Baker National G.C.	Three Rivers Park District	18/9	Marsh/Forested	Staff: Yes, pay for the car rider, not available on weekends. Management: Yes, pay car fee, no age restriction, gray area.
Braemar G.C.	City of Edina	27/9	Rolling/Parkland	Staff: Yes Management: Yes, must be age 10 or older, sign waiver.
Brookview G.C.	City of Golden Valley	18/9	Flat/Parkland	Staff: Did not know, question for the Manager. Management: Says no in policies, but not adhered to. Pay fee and can't drive car.
Bunker Hills G.C.	City of Coon Rapids	27	Flat/Parkland	Staff: Yes, pay for the car rider. Management: Yes, no charge.
Chaaska Towne Crse	City of Chaska	18	Marsh/Forested	Staff: Yes, no charge for the rider. Management: No policy, no fee.
Como G.C.	City of St. Paul	18	Flat/Parkland	Staff: Yes, must be age 7 or older, no charge for the rider. Management: Yes, riders pay car fee, must be age 7 or older, no charge walking
Dwan G.C.	City of Bloomington	18	Flat/Parkland	Staff: No, and no exceptions, insurance issue. Management: No non-players, no exceptions, insurance issue.
Eagle Valley G.C.	City of Woodbury	18	Flat/Housing Devlpmt	Staff: Yes, just pull the key from the ignition between shots. Management: Yes, no fees charged.
Edinburgh G.C.	City of Brooklyn Park	18/9	Flat/Housing Devlpmt	Staff: Yes, rider must stay in golf car. Management: Yes, must take golf car, pay car fee, and stay on the golf car.
Highland G.C.	City of St. Paul	18/9	Flat/Parkland	Staff: Yes, certain adults pay fee. Management: Yes, riders pay car fee, must be age 7 or older, no charge walking
Keller G.C.	Ramsey County	18	Rolling/Parkland	Staff: Yes, must be age 13 or older. Did have lawsuit from injured child years ago. Management: Yes, rider only and must pay fee, walking permitted. Did not mention injured child incident.
Manitou Ridge G.C.	Ramsey County	18	Flat/Parkland	Staff: Yes, must be age 12 or older. Also mentioned lawsuit from injured child years ago. Management: Yes, rider only and must pay fee, no walking. Did not mention injured child incident.
Phalen G.C.	City of St. Paul	18	Flat/Parkland	Staff: Yes, must be age 7 or older insurance written, no charge for the rider if you talk to Denny Management: Yes, riders pay car fee, must be age 7 or older, no charge walking
River Oaks G.C.	City of Cottage Grove	18	Flat/Parkland	Staff: Yes Management: Yes, pay car fee.
Valley Wood G.C.	City of Apple Valley	18	Rolling/Parkland	Staff: Yes, must sign a release. Management: Sign release form, probably not worth anything legally, can't drive car, not consistent charging car fee

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Review 2012-13 VMCC Ice Rates

Meeting Date: February 8, 2012
 Item Type: Regular Agenda
 Contact: Eric Carlson 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Eric Carlson – Parks & Recreation

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Consider 2012-13 Ice Rates for the VMCC

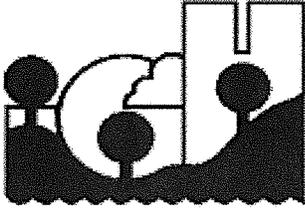
SUMMARY

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

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

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

The proposed ice rate for 2012-13 is \$200 per hour.



City of Inver Grove Heights
Veteran's Memorial Community Center

2012-2013
Ice Rate Study

Arena	2011-2012 Prime	2011-2012 Non- Prime	2012-2013 Prime Proposed	2012-2013 Non- Prime Proposed
Cottage Grove	\$200	\$130	\$200	\$130
Eagan	\$180	\$112	\$190	\$115
Lakeville	\$212	Neg.	\$205	\$140
Rosemount	\$185	\$125	\$185	\$125
South St Paul	\$195	\$155	\$195	\$155
West St Paul	\$185	\$185	\$190	\$190
Edina	\$190	\$140	\$200	\$150
Burnsville	\$210	\$160	\$215	\$175
Minnetonka	\$180	\$180	\$185	\$185
Parade (Minneapolis)	\$175	\$140		
Average	\$191	\$133	\$196	\$152
Maximum Market Rate 5% greater than average	\$201	\$139	\$206	\$159
Current VMCC Rate	\$195	\$130		
Proposed VMCC Rate			\$200	\$130

Notes:

- Lease allows rate to be below market, at market, but no more than 5% above market.
- Provides users of 800 or more hours of ice between October 1st and March 10th a \$10 per hour discount.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Determine Topics for Joint Meeting with the City Council

Meeting Date: February 8, 2012
 Item Type: Regular Agenda
 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

The Commission will be meeting in a Joint Work Study Session on Monday, March 12th at 5:30pm with the City Council to discuss the Park and Recreation Department plans for the coming year. The Commission should develop an agenda for the meeting.

SUMMARY

Commissioners are reminded that this meeting is traditionally our one chance of the year to discuss “big picture” items jointly with the council and that only about 30 minutes is set aside.

I have taken the liberty, to “suggest” a few items which include:

- ***Future of Our Parks***
- ***Miscellaneous***

If the Commission has other issues they would like addressed, they should be discussed and the agenda should be modified accordingly.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Future of Our Parks Report

Meeting Date: February 8, 2012
Item Type: Administrative Presentations
Contact: Eric Carlson – 651.450.2587
Prepared by: Eric Carlson
Reviewed by: Eric Carlson – Parks & Recreation

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

PURPOSE/ACTION REQUESTED

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

SUMMARY

In November 2011 the Commission set up a sub-committee consisting of Chair Al Eiden, Commissioners Desta Meyer and Chris Solberg along with Park Superintendent Mark Borgwardt, Recreation Superintendent Tracy Petersen, and myself.

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

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Department Happenings

Meeting Date: February 8, 2012
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
- Miscellaneous

Items to be discussed:

- Miscellaneous
- Commission Appreciation Event (April 19, 2012)



Parks & Recreation Department Department Happenings



Parks

Tree Trimming

Parks crew continues to trim trees throughout the winter dormant season. It is an opportune time to trim oaks to minimize spread of oak wilt disease and get a better view of branching pattern in crown of trees.

Gun Club Lake Aerator

As of February 2, 2012 it has not been necessary to install Gun Club Lake aerator to prevent fish die back from lack of oxygen. Due to the open water and lack of snow vegetation in the lake continues to grow and help keep the oxygen level high in the water. DNR Fisheries personnel continue to monitor the oxygen level in lake and will notify us if level requires aerator installation. Saved electricity expense to run aerator will help parks budget.

Holiday Decorations On Cahill

Park crew installed holiday banners, flags and decorations on light poles along Cahill Avenue. In addition a spruce tree at pump house along Cahill was also decorated for the holidays. Decorations are usually removed the end of January.

Ice Skating/Winter Maintenance

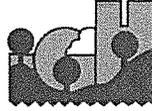
Daily maintenance of ice skating sites, started in early December, continues to take place. The parks crew worked early 4am shift over school break to provide best ice possible. Daily sweeping, shaving, blowing and flooding of rinks, has provided excellent ice conditions this season. It has been a challenging winter to provide good ice for skating. The parks crew has done an excellent job to create skating opportunities in parks. The Parks crew has also done an excellent job of plowing Park parking lots, trails and sidewalks. A snow and ice free sidewalk at City Hall is also Parks responsibility. In addition the Parks crew helps the Streets Division with plowing of streets and cul-de-sacs.

Picnic Tables Repair and Trash Barrel Painting

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



Parks & Recreation Department Department Happenings



Inver Wood Golf Course

Winter Tasks

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

2012 Staffing

The hiring process for the 2012 season begins this month for the required 70 temporary employees required for seasonal operations. The process begins with letters and forms sent to all past seasonal employees in good standing. Once these forms are returned in early March, we are able to determine the number of new hires needed for the upcoming season. This year we are projecting an open-to-hire between 5 to 7 seasonal employees to fill vacant positions. Open positions will be filled by applicants throughout the month of March.

Golf Shop Opening

Inver Wood's Golf Shop will re-open on Monday, March 19th. Renewals and sales of patron cards, program registration, and merchandise sales will be available during pre-season hours of 9:00 AM to 5:00 PM, Monday through Friday.

On-line registrations for 2012 are currently underway for all programs including group instruction, leagues, and events. Handicap and patron card purchases can also be made on-line at anytime.

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



Parks & Recreation Department Department Happenings



Recreation

Disc Golf Operations Agreement with Fairway Flyerz, Inc.

An operations agreement with Fairway Flyerz, Inc. was approved by the City Council for 2012. Changes to the agreement include: a) those age 14 and under being allowed to play the course for free b) high school students showing valid school identification card will be charged \$3 for a daily pass and c) Inver Grove Heights residents will be charged \$30 for a season pass and non-residents will be charged \$40 for a season pass.

Soccer Carnival

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

Catch a Glimpse of Summer

The Department will be hosting a Summer Snapshot event on Saturday, March 10 from 9a.m.-1p.m. to highlight our summer program offerings. There will be several hands-on opportunities for the kids to check out our summer sports and activities. Some programs will even feature surprise discounts. The event is free to the public.

Youth Lacrosse Clinic

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

National Trails Day

The Department will be conducting an event at Harmon Park Reserve to celebrate National Trails Day on Saturday, June 2. More information will be available in our summer brochure due out in mid to late March.



Parks & Recreation Department Department Happenings



Veterans Memorial Community Center

VMCC Hosts Sectional Swim Meet

The Grove will be hosting the Sectional Boys Swim meet here on February 23 & 25. This is a large event that allows the City to showcase our facility and pool to the public.

Indoor Turf

Our west rink will be converted to indoor turf beginning March 7. The turf will remain in until mid October. This will be our fourth season with the turf and we continue to see very strong use in March and April prior to the spring sports teams getting outside. Our parks and recreation programs use the turf in the summer. Staff continues to look for groups interested in using the surface in the summer and fall time frame.

Dive-In Movie

This popular event is back this spring! Participants can swim and watch the movie "Madagascar." A great family event scheduled for Friday, March 2 at 6:30 p.m.

Food & Fitness Class

This class offers participants to work with a personal trainer to learn how to eat healthy, journal food, log exercise, understand heart rate training and educate yourself on better food choices. Class times are offered in February and March.

Get Fit for the Summer

There are a variety of specialty fitness classes available yet this spring at the Community Center. They include: boot camp, cardio strength interval training, back to balance, boxing and mixed martial arts.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Commission Comments

Meeting Date: February 8, 2012
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.