

**Inver Grove Heights  
Park and Recreation Advisory Commission  
Wednesday, May 9, 2012  
8150 Barbara Avenue  
7:00pm**

1. CALL TO ORDER
2. ROLL CALL
3. PRESENTATIONS – Items that don't require action.
4. ANNOUNCEMENTS
  - A. You can find information regarding the City of Inver Grove Heights by visiting our web site at [www.invergroveheights.org](http://www.invergroveheights.org)
  - B. Next Meeting; June 13, 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 April 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 Park Dedication Requirements for – Shaw Construction Inc. Case No 12-12CZA
  - B. Review Skyview Park Rectangular Field Project
  - C. Review 2012 Trail Projects
9. ADMINISTRATIVE PRESENTATIONS - Items that need to be discussed without any actions.
  - A. Future of Our Parks Report – Park & Recreation System Plan
  - B. Heritage Village Park/Rock Island Swing Bridge Update
  - C. Department Happenings
    - i. Park & Recreation Annual Report
10. COMMISSION COMMENTS – A chance for Commissioners to ask questions or make comments.
11. ADJOURN

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

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

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

**1. CALL TO ORDER:**

Chair Eiden called the April 11, 2012 Park and Recreation Advisory Commission Meeting to order at 7:00 p.m.

**2. ROLL CALL:**

Present: Chair Al Eiden; Vice Chair Dennis Schueller; Commissioners: Chris Solberg, Marty Silvi, Jim Huffman, Joe Boehmer, Stan Johnson, Desta Meyer, and Willie Krech  
Parks and Recreation Director Eric Carlson  
Absent: Recording Clerk Sheri Yourczek

**3. PRESENTATIONS:**

**A. Presentation on Aquatic Programs**

Aquatics Coordinator Tammy Abrahamson highlighted the Commission on the following:

The swimming lesson program is moving away from the American Red Cross program beginning this June. We are creating our own program similar to their program. Other Communities have also made the switch due to their increased fees. Participants shouldn't see much of a change. Sunday evening lessons were added, which has been greatly accepted.

We have also introduced some new sessions geared toward ages 11 to 15, which include: Intro to Swim Club, Intro to Dive Club, Swim Camp, and Intro to Lifeguarding. We are hoping they bridge into a local swim club or the high school team. They are four week lessons.

They will be visiting our local schools and talking to them about pool safety.

We will also host a Super Safe Swimmer Night on May 4<sup>th</sup> that will cover Hands Only CPR, what should be in your first aid kit, and how to wear a lifejacket, among a few other safety and swim related topics.

She also covers the Birthday Party Program. Our number one package is the pool party. The party room off the pool area has been remodeled and has been very well received.

Commissioner Silvi commented that the palm trees inside looked a bit tacky twenty years ago. They really look bad now. He feels they should get them out of there. It makes the pool look a bit tacky. The programs here are great and seem to have a good turnout. There seem to be a lot of good things going on.

Chair Eiden asked if they have a lot of business in the summer?

Coordinator Abrahamson responded that summer is the busiest season for swimming lessons. Winter is busy for open swimming due to it being cold out.

Commissioner Silvi stated they should make it better known that most of these programs are free.

Parks and Recreation Director Carlson stated that is true if you are a member. If you are a non-member you still have to pay a fee for those things.

Coordinator Abrahamson stated they will also be running a Summer Membership Program from May throughout September 2<sup>nd</sup>, at a reduced rate. There is a family rate and a single rate.

**4. ANNOUNCEMENTS:**

- A. You can find information regarding the City of Inver Grove Heights by visiting our Web Site at: [www.invergroveheights.org](http://www.invergroveheights.org)  
B. Next Meeting: Wednesday, May 9, 2012. Regular Meeting 7:00 p.m.

**5. CONSENT AGENDA:**

- A. Approval of Agenda  
B. Approval of March 14, 2012 Minutes

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

Ayes: 9  
Nays: 0      Motion carried.

**6. PUBLIC COMMENT:**

None

**7. UNFINISHED BUSINESS:**

None

**8. REGULAR AGENDA:**

**A. Review Request for Proposal for Park and Recreation System Plan**

Director Carlson stated when the Commission met with the City Council in March; the one item that the Commission stressed to the City Council was the future of the parks and recreation system. We needed to take some time and gather input from the public and try to decipher what the future is for the types of amenities people come to expect in their parks. The Commission wanted to hire a Consultant to go through a process to analyze the Park and Recreation system. The City Council directed the Commission to develop an RFP (Request for Proposal). In front of you is an RFP that would respond to what we would like to accomplish. The subcommittee involving Chair Eiden, Commissioners Meyer and Solberg, have reviewed the RFP and agree it is a comprehensive look at the Park and Recreation system. Please look it over and make any changes before it goes to the City Council. If approved it goes to different Consulting firms and then we evaluate those proposals and then recommend to the City Council who we wish to help us do this work.

The key parts of the proposal are:

- To review the entire Park and Recreation system. That does not include the Community Center or the Golf Course.
- They help us establish a five year plan, and a vision for the following 10 to 15 years.
- Help us engage the entire Community so they actively know what is being talked about and proposed, as well as how those can affect what we can accomplish and provide.
- Help us prioritize improvements based on the funding available.
- Suggests in the potential proposals that we are willing to reimburse up to \$75,000 for the work described in the RFP. If someone proposes to do this for less they are welcome to submit that proposal. That \$75,000 is inclusive of all expenses.

Commissioner Krech commented this was pretty involved. He asked how they developed this? Director Carlson responded the Request for Proposal was developed after consulting with a couple of other Cities that have gone through the process. We adjusted it to fit our needs.

Commissioner Huffman felt the consultant will help us get through this. It's a good idea.

Commissioner Meyer stated as a member of the subcommittee, they took a close look at the RFP and is comfortable with what we have in it.

Commissioner Solberg stated this is going to be a very valuable asset to the City. It's a great investment.

Chair Eiden commented that after viewing our parks system this evening, we certainly do have a lot of things that we want to safeguard. He saw some wonderful things tonight. He thinks this is a system we want to make sure we safeguard into the future.

On another note, he referenced the wording of the last bullet point on Page 2. He would recommend that we take the parenthesis away from the School District and the Athletic Associations, etc. He would like it so that it would read that they would include the stakeholders. With the parenthesis around it, it seems more like a maybe. He wanted to see that worded a little stronger.

Commissioner Johnson agrees with what Chair Eiden says, but felt the way it reads is just fine. It covers all stakeholders and they will be contacted.

Commissioner Meyer agreed as well. The "etc." also could include other groups, such as the County.

Chair Eiden felt the parenthesis didn't make it seem as mandatory as it could be.

Commissioner Krech asked Director Carlson if they had a copy of the some of the original park books from about 15 years ago?

Director Carlson responded they do. They will make known that they do have the 1992 Guide, the City Comprehensive Plan, as well as other documents they can gather so they can understand some of the thoughts they have had in the past and where they are at today.

**Motion by Commissioner Johnson to proceed with the RFP as it is written. Seconded by Commissioner Krech.**

Commissioner Johnson stated the subcommittee did an excellent job.

**Aye: 8**

**Nay: 1 (Silvi) Motion carried.**

## **B. Review Update for Heritage Village Park Master Plan**

Director Carlson stated in September 2004 the City adopted the first Master Plan for Heritage Village Park. The plan envisioned a community based park along the Mississippi River. As time went on, it was thought that we involved different parts of property, specifically the Allied Waste site. The Rock Island Swing Bridge also became a part of that. In conversations with Allied Waste it seems they are not as interested in selling for park purposes as they may have been. That said, that area will probably not be a part of Heritage Village Park. We need to update the plan again to reflect those changes. It's not as simple to go back to the original plan, as the crossing at 63<sup>th</sup> Street was turned down. We need to find a way to create a main entrance to the park, be it on 65<sup>th</sup> Street or Doffing. That is what we would need to hire Brauer and Associates for. It wouldn't need to be as extensive as it was before, because we know what we want in the park. We just need to make sure we can fit

them into the park and that they are in logical places. While we would still involve the public and have an Open House, there wouldn't be as much public involvement as there has been in the past. Our intentions would be to meet with the Consultants and have a couple different options, have the Commission be involved in giving feedback on the options, developing a Master Plan, have an Open House and see how people from the area like it, and then have the Commission and City Council approve an updated Master Plan that has a new main entrance to the park. Brauer and Associates have submitted a proposal for \$6,300 to do this work. There are no public meetings included in this, but if a meeting is necessary they will charge a fee of \$500.00 per meeting.

Commissioner Krech asked about 63<sup>rd</sup> Street?

Director Carlson responded it is 65<sup>th</sup> Street. 63<sup>rd</sup> street is the crossing we tried to get but didn't.

Commissioner Silvi stated he noticed that we still don't have any provision from the west side of Concord to the park. Kids on bikes will have to cross Concord on their own. We should have a crosswalk, or an elevated walkway to go over it. Can we get anything built to go over Concord Street? There's a lot of housing on the other side and there is no way to get across there safely.

Director Carlson responded the Master Plan can review and contemplate that suggestion. A bridge like that could cost anywhere from one to two million dollars to complete. It is not an inexpensive option. The County would have to approve a stop on a County road if there is a crosswalk.

Commissioner Krech commented signal lights might work. What about 65<sup>th</sup> Street? Can't that be the entrance?

Director Carlson stated that may be where the main entrance would end up.

Commissioner Meyer agrees with Commissioner Silvi's concerns. She has used the trail for running and biking. It can be a tricky cross. She can't see kids crossing that safely.

Commissioner Johnson stated a caution light and a crosswalk could probably work.

Commissioner Huffman stated there is a flashing one at Kaposia Landing. It is State Law that you have to stop for people in the crosswalk.

Vice Chair Schueller mentioned if we do lose one life there, it is well worth the million bucks. That is what people will say if they come in. Cost isn't a factor in a case like that.

Commissioner Krech asked if this isn't a question we could ask the consultant?

Director Carlson responded that it may be a little to detailed for an RFP. This is more of a specific park issue.

**Motion by Commissioner Solberg that we hire Brauer and Associates as suggested. Seconded by Commissioner Meyer.**

Aye: 9  
Nay: 0      **Motion carried.**

### **C. Consider 2012 Tree Replacement Fund Budget**

Director Carlson stated annually the Commission reviews and the City Council approves the Tree Replacement Plan for the year. City policy is that we use whatever is in the fund to be used for tree mitigation type issues. There is close to \$40,000 in the Fund. We can spend nearly \$20,000. We are recommending that we fund this

year's tree work with a \$12,000 investment. \$6,000 would be used to match a \$25,000 grant from the DNR. The remaining \$6,000 can be used for miscellaneous that we expend over the year. The money for the tree fund comes from developers that cut down trees. They pay the City for the value of those trees. We use that money to improve the urban forest on public property. We have not had much development lately; therefore, we are trying to be conservative with spending the money.

**Motion by Commissioner Huffman to accept the budget as presented. Seconded by Commissioner Solberg.**

**Aye: 9**

**Nay: 0      Motion carried.**

## **9. ADMINISTRATIVE PRESENTATIONS:**

### **A. Future of our Parks Report**

Chair Eiden stated the two major things here were to prepare a presentation to the Council, which they did. They granted us the direction to prepare an RFP, which they will now review.

### **B. Inver Wood Golf Annual Pass Discussion**

Commissioner Huffman suggested that this should be sent to the City Council and let them decide. He doesn't think it is in the budget to do this year, maybe next year.

Commissioner Krech asked where did this go from last month? Last month we had different options.

Vice Chair Schueller thought we left off to see what other courses were doing and get some ideas. Then possibly it was up to Golf Course Manager Al McMurchie and his Staff to see what they thought of it. He himself did some research into the golf memberships, and found that they are called golf memberships at other courses and not season or annual passes. He did check five courses in the area and three of the five are municipal courses and two are privately owned. Four of the five had memberships. One that didn't was Valley Wood in Apple Valley. Eagle Valley in Woodbury, River Oaks in Cottage Grove, Emerald Greens in Hastings, and Mississippi Dunes in Cottage Grove had memberships. They have unlimited memberships, they have weekly, family; some even have couples, and seniors and juniors. There is a wide variety of memberships. Each course develops a program based on what they have to offer and what they think is appropriate. It seems to be common practice. Our assessment suggested we have memberships. This has not been something that has been put into action at Inver Wood. Memberships would convert occasional golfers into what we call core golfers. It would also have greater customer loyalty and retention. It provides the course with an immediate start of the year cash flow. It is not the Commissions role to do the memberships. It is the Golf Course Staff's. He would guess that it is something we should suggest to the Council once we get an answer from Mr. McMurchie and his Staff.

Commissioner Silvi commented that if there was a way to make more money for the golf course, Mr. McMurchie would have done it years ago. He doesn't think he would have passed it up if there were positives to it. He does agree that we should have the Staff look at it and give us pros and cons so we can make a decision from that point.

Commissioner Johnson would like to see the Staff do some type of study or analysis. This way we can look at what the pros and cons are so that we can make a decision. We can either agree or disagree and then we act on it as a Commission and put it to Council with a recommendation.

Vice Chair Schueller didn't think it should take long to do this. The assessment already did a part of it. You can call other courses and ask how it is working out for them.

Commissioner Boehmer agreed we should look into it.

Chair Eiden asked Director Carlson to have the Golf Course Staff to do an analysis of the pros and cons and look at the assessment that was done and then bring a proposal back to us so we can send something forward to the Council. He asked the Commission if they wanted it ready for this year or next year?

Commissioner Silvi responded whatever would work.

Commissioner Huffman agreed with the 2013 season.

Director Carlson stated that will be part of the 2013 budget. It will talk about pros and cons; they will talk to other courses. They will speak to managers about how they feel about it. Once you do something it's hard to go back on it. We will present you with that information so you can be well informed so you can consider it for Inver Wood.

### **C. Department Happenings**

Director Carlson wanted to highlight the following two items:

- The Commissioner Appreciation Event is being held on Thursday, April 19<sup>th</sup>. We have your RSVP's. It should be a good evening. This is the City's way of saying thank you for all that you do.
- We took a tour of the Park System this evening. Thank you to those that came along. He wanted to point out that next time they get together in May; they will look at DarVan Acres, which is property that is owned by Mr. Vance Grannis. They will take a tour of his property and then he wishes to talk to the Commission on his thoughts, wishes, and dreams for what he has going on, on his property.

### **10. COMMISSION COMMENTS:**

Vice Chair Schueller wanted to say as we go through these assessments, he is urging people to make sure that you are active in seeing to it that the ideas and the work of the assessment is actually carried through. There seems to be a ball dropped sometimes. He wants to reiterate the importance to having a follow-up to those assessments.

Commissioner Boehmer commented on the park tour this evening. The parks look really good.

Commissioner Huffman had no comment.

Commissioner Silvi had no comment.

Commissioner Solberg stated since the weather is so nice, it's a wonderful opportunity to get out. There's Harmon Park, get out and bike or walk it. There's River Front Park, it's gorgeous down there. Get out and explore a different park you have never seen before.

Commissioner Meyer had no comment.

Commissioner Johnson had no comment.

Commissioner Krech agreed with Commissioner Solberg in that there are a lot of parks out there. Go out and see them. Let us know if there is something you want in them or looking for. He gets a lot of questions regarding a Dog Park. We have Lion's Park in mind for that someday.

Chair Eiden suggested people take a look at the City Website as well as the materials that are mailed out that includes information on what is going on in the City as well as some plans that are underway. Stay alert and have a good summer.

#### **11. ADJOURN**

**Motion by Commissioner Silvi, seconded by Commissioner Johnson, to adjourn the meeting at 7:53 p.m.**

**Ayes: 9**

**Nays: 0      Motion carried.**

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

**Consider Park Dedication Requirements for Shaw Construction Inc. Case No 12-12CZA**

Meeting Date: May 9, 2012  
 Item Type: New Business  
 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**

Approve park dedication and trail requirements as recommended.

**SUMMARY**

Shaw Construction on behalf of Catco is proposing to proposing a lot split of property located on Clark Road. The development is a 7.31 acre site. Per our ordinance, the developer is required to provide park dedication for the proposed development.

**Park Land**

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

**Cash Dedication**

It is recommended that the developer be required to provide cash in the amount of the rates in affect at the time the final plat is approved. The current 2012 rate is as follows:

Zoned "I"                      \$5,500 per acre (7.31 acres x \$5,500 = \$40,205)

**Trails/Sidewalks**

NA

**Tree Preservation**

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

**Landscaping**

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

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Review Skyview Park Rectangular Field Project

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Meeting Date: May 9, 2012  
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 approval of the following contractors and expenditures for the Skyview Park Project:

- Tap Water Main (Valley Rich Inc. \$7,300
- Install Irrigation Albrecht Irrigation Co. \$41,544
- Fine Grade Town & Country Landscaping \$6,000
- Miscellaneous Items City \$15,000

All of the expenses are eligible for reimbursement from the MN DNR grant at a 50/50 ratio.

**SUMMARY**

On February 14, 2011 the City Council discussed the concept of converting athletic fields at Skyview Park from baseball/softball to football/soccer/lacrosse. The Council was interested in gaining feedback from residents and impacted associations and directed staff to hold a public informational meeting.

On March 1, 2011 in conjunction with the South Grove Street Reconstruction Neighborhood Meeting, a meeting was held to gain feedback from residents on the proposed project.

On March 28, 2011 the Council adopted a resolution directed staff to submit an \$86,000 grant to the MN DNR for the Skyview Park Field Conversion project.

In December 2011 the City was notified that we would be receiving \$86,000 in grant funds for this project. The grant expires on December 31, 2013 at which time all funds must be spent and reimbursement requested.

On April 9<sup>th</sup> the Council reviewed the project components and provided support and direction to seek quotes for the different portions of the proposed improvements. Overall the project is as follows:

**2011 Work Completed**

- In 2011 we stripped the top 8-12 inches of topsoil for reuse and stockpiled it in the park and hauled approximately 8,000 cubic yards of clean fill from the street project and graded it to meet the rough grading plan for the field
- We replace the topsoil and temporary seeded the area in 2011

**2012 Work Proposed**

- Fine grade the field area
- Make a water connection for the irrigation system

- Install irrigation and seed the park with athletic seed mixture
- Install approximately 240' of bituminous trail
- Install approximately 700' of 6' high chain link fence
- Replace playground equipment with ADA compliant equipment
- Make miscellaneous ADA improvements

We received two quotes to tap water main and provide water and plumbing connections for Skyview Park athletic field irrigation system as follows:

- Steve Gartzke Inc.                      \$7,900
- Valley Rich Inc.                         \$7,300

We received two quotes to install the irrigation system for Skyview Park athletic field as follows:

- Albrecht Irrigation Co.                 \$41,544
- Anderson Irrigation Inc.                \$42,550

For athletic field turf to be healthy it will require approximately 1" of water per week. The irrigation system includes the latest technology in rain sensors that are installed in the ground that measures the moisture in the soil. The sensors in-turn help our staff determine how much to run the system.

The City would be responsible for providing 3 inch RPZ, 3 inch water meter, additional miscellaneous copper and plumbing parts for water connections, irrigation box, concrete slab and electrical source to the irrigation control cabinet, estimated at \$7,500. City staff would fertilize and seed the park and estimated at \$7,500. We also need to hire a contractor to fine grade the site prior to turf establishment at a cost not to exceed \$6,000.

While this portion of the project is more expensive than originally anticipated, it is expected that we will be able to complete the entire project as originally proposed within the budgeted amount.

**Project Funding**

<b>Funding Source</b>	<b>Amount</b>
Local Youth Football Association	\$5,000
Local Youth Soccer Association	\$15,000
City of Inver Grove Heights – Park Acquisition and Development Fund (Fund 402)	\$31,000
City of Inver Grove Heights – Park Maintenance Replacement Fund (Fund 444)	\$55,000
<b>Sub Total</b>	<b>\$106,000</b>
MN DNR - Outdoor Grant	\$86,000
<b>Total</b>	<b>\$192,000</b>

**Athletic Association Support**

We have discussed the project with the Inver Grove Heat Youth Soccer Association and they are supportive of the project. We have also discussed the project with the Inver Grove Youth Football Association and they too are supportive of the project. Both are willing to contribute financially towards the project, but only if the field is irrigated.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COMMISSION ACTION**

**Review 2012 Trail Projects**

Meeting Date: May 9, 2012  
 Item Type: New Business  
 Contact: Mark Borgwardt-651-450-2581  
 Prepared by: Mark Borgwardt  
 Reviewed by: Eric Carlson

<b>Fiscal/FTE Impact:</b>	
<input type="checkbox"/>	None
<input checked="" 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**

Approve contracting with Pine Bend Paving to re-construct section of Highway 52 bituminous trail from 63<sup>rd</sup> street to 70<sup>th</sup> street for \$59,565.00. Funding is part of approved 2012-2016 CIP for Bituminous Maintenance in the Park Maintenance Fund 444.

**SUMMARY**

This section of trail is identified in Parks Pavement Management Program as being eligible for re-construction. It will be the last section of Highway 52 trail to be re-constructed in a process started in 2007. Funding in Park Maintenance Fund 444 is part of 2012-2016 CIP for Bituminous Maintenance recently approved by City Council. The CIP budgeted \$80,000 for trail re-construction in 2012. Quotes for work were received from Pine Bend Paving Inc. and Ace Blacktop Inc. as found below:

- Ace Blacktop Inc.                      \$62,805.00
- Pine Bend Paving Inc.                \$59,565.00

Staff recommends contracting with Pine Bend Paving Inc. to re-construct section of Highway 52 trail from 63<sup>rd</sup> Street to 70<sup>th</sup> Street with funding from Park Maintenance Fund 444.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COMMISSION ACTION**

**Future of Our Parks Report**

Meeting Date: May 9, 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.

The RFP is out to a list of approximately 10 consultants and is due back on Thursday, May 24<sup>th</sup>. It is expected at the following schedule may be followed:

Thursday, May 24 <sup>th</sup>	Proposals Due
May 29 <sup>th</sup> – June 13 <sup>th</sup>	Review proposals
Week of June 18 <sup>th</sup>	Interview 2-3 consultants
Wednesday, July 11 <sup>th</sup>	PRAC recommends consultant
Monday, July 23 <sup>rd</sup>	City Council approves consultant

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

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COMMISSION ACTION**

Department Happenings

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Meeting Date: May 9, 2012  
Item Type: Administrative Presentations  
Contact: Eric Carlson – 651.450.2587  
Prepared by: Eric Carlson  
Reviewed by: Eric Carlson – Parks & Recreation

<b>Fiscal/FTE Impact:</b>	
<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.

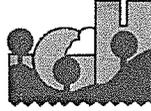
**SUMMARY**

Items included:

- Department Happenings Report
- Miscellaneous



# Parks & Recreation Department Department Happenings



## Parks

### Playground Inspections

A monthly playground inspection was conducted on all park playgrounds. As weather turns warmer and use on playgrounds increases it is important for playground equipment to be ready and safe for use.

### Cahill Spring Decorations

With the change of season Parks crew have removed the holiday flags and banners along Cahill Avenue and installed the American flags and banners. These decorations help give our downtown a splash of color and a touch of spring after a long winter.

### Spring Turf Maintenance

Skating areas were overseeded with annual rye to provide some summer cover for these turf areas and use of hockey rinks as soccer fields for smaller kids. Mowing parks turf started much earlier with warm March. The warmer spring has forced crew to juggle mowing with the many other tasks getting parks ready for summer use.

### Ballfield Maintenance

All Rich Valley and city wide ballfields and warning tracks were graded and dragged in preparation for season. Aglime was added where needed and bases, home plates, pitching rubbers were placed. Ballfield bases, home plate, pitching rubber and aglime/turf arc were also shot with GPS for future reference to assist with maintenance.

### North Valley Disc Golf

Work continues to improve North Valley Disc Golf course. Many trees were trimmed, removed and planted throughout the course to improve play and appearance. Pay for play is in effect.

### Emerald Ash Borer

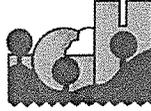
Parks Forester Brian Swoboda secured a Community Forest Bonding Grant from the DNR for \$25,000. This funding plus \$6,000 in funding from 2012 Tree Replacement Fund will be used to replace approximately 50 ash tree in parks, VMCC and golf course with a more diverse tree species. This is the second year of the city's EAB program designed to proactively replace ash trees in public urban forest with a more diverse tree species to mitigate the loss of all ash trees when EAB reaches Inver Grove Heights.

### Soccer/Lacrosse Fields Preparation

All city wide and Rich Valley soccer and lacrosse fields were measured out, painted and goals and nets placed for play. Parks crew is able to juggle many spring tasks as the park system is readied for another busy year of use.



## Parks & Recreation Department Department Happenings



### **Inver Wood Golf Course**

#### **Golf Instruction Begins**

Our golf instruction program goes into full swing in May with group lessons, private lessons, and clinics. Weekly curriculum-based group lessons begin the week of May 7<sup>th</sup> and run for five week sessions throughout the season. Available for both adults and juniors, group lessons provide a comfortable setting for the beginning or intermediate player to advance their golf knowledge. The Adult Group Lesson rate is \$80 for five (5) one hour classes and the Junior Group Lesson rate is \$40 for five (5) one hour classes.

Free Instruction Clinics continue for the 2012 season. Free Women's Clinics are offered on Saturday mornings in two week increments beginning April 21<sup>st</sup> through June 30<sup>th</sup>. Free Junior Clinics are offered each Friday beginning June 15<sup>th</sup> through July 27<sup>th</sup>. All clinics begin at 9:00 AM and end at 11:00 AM.

#### **Junior League**

Registration continues through May for Inver Wood's Junior Leagues. Both sessions are played on the Executive Course on Wednesday mornings. The first session begins June 13<sup>th</sup> with weekly play running for a six week season ending July 25<sup>th</sup>. The second session begins August 8<sup>th</sup> with weekly play running for a four week season ending August 29<sup>th</sup>. Registration is \$15 which covers prizes and awards. Junior players are responsible for making their own tee times one week in advance and for paying their daily green fee of \$9.00. Between 100 to 125 youngsters participate in this program annually.

#### **Executive Course Family Program**

The Family Program continues for a fourth season in 2012. The program has been expanded to include all day on the Executive Course Fridays, Saturdays, and Sundays. Children ages 7 to 17 play free with each paid adult Executive Course green fee. A special set of family tee markers has been provided as well as a family golf guide and scorecard.

#### **Clubhouse Exterior Renovation**

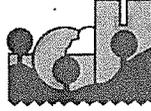
The Clubhouse and Driving Range buildings will receive a facelift this summer. Projects include roof repair and cleaning, staining, painting, and general repairs.

#### **Inverwood.org**

As always, complete program information and registration are available at our website, [inverwood.org](http://inverwood.org).



# Parks & Recreation Department Department Happenings



## Recreation

### **Division Receives Minnesota Twins Community Fund Coaching Grant**

The division received a \$2,000 youth coaching grant to hire five (5) high school or college age students to help coach in our youth baseball and softball programs. This grant provides youngsters an opportunity to learn what coaching is all about.

### **North Valley Disc Golf**

Fairway Flyerz, Inc. will be opening the mobile sales unit May 3-4. The mobile clubhouse will be open seven days a week from approximately 11a.m.-7 p.m. Fairway Flyerz, Inc. will sell annual and daily passes as well as discs and snacks. An Inver Hills Community College Day has been developed and any IHCC student who plays the course on Thursdays will receive the discounted daily rate of \$3.

### **Free Youth Tennis Block Party**

Check out the great sport of tennis at this fun-filled tennis block party. Learn the basics of the sport and learn about all of our great summer tennis programs. The event is Saturday, May 19 from 1:30-3 p.m. at Simley High School tennis courts.

### **Huck Finn Fishing Derby**

Our second annual fishing derby will be held on June 8 from 6:30-8 p.m. at Simley Island Pond. We will have casting competitions, contests and more. Each participant will receive a fishing goodie bag. For more information visit [www.funatthegrove.com](http://www.funatthegrove.com)

### **Lacrosse for the Little Ones!**

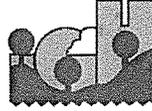
Kids in grades K-3 can join us for a fun-filled program that introduces them to lacrosse. No previous experience is required and all of the equipment is provided. This is a great way to introduce this fast growing game in a safe environment. The class is held on Sundays beginning in June.

### **Family Discmania Days**

With a grant from the Professional Disc Golf Association, three dates have been planned where families can come and learn the game of disc golf for free. Participants will have an opportunity to win cool prizes and participate in some contests. No pre-registration is required. For a list of the dates available, visit [www.funatthegrove.com](http://www.funatthegrove.com)



## Parks & Recreation Department Department Happenings



### **Veterans Memorial Community Center**

#### **\$2 Days are back at the Pool this summer**

The first Friday of each month this summer pay only \$2 per person to swim after 5:30 p.m. Pools are open until 7:30 p.m. Dates for this special price are: June 1, July 6, and August 3.

#### **Learn to Skate Summer Lessons**

Stay cool this summer and come in to learn how to skate. Our Learn to Skate program offers a daytime option as well as an evening option. Classes are available for all types and ages of skaters.

#### **It's Kids R.O.C.K Time**

Our amazing summer program held at the community center is back again! The program is open to kids ages 5-12 and offers the opportunity for kids to enjoy the amenities of the community center, field trips, games, crafts, special guests, hands-on activities and more. Youth may attend 3-5 days a week from June 11-August 24. For more information visit [www.funatthegrove.com](http://www.funatthegrove.com)

#### **St. Paul Farmers' Market**

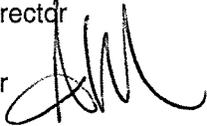
The St. Paul Farmers' Market is back this year and will be held in the north VMCC parking lot on Thursdays, June 21-October 4 from 3-6:30 p.m. There will also be entertainment and activities at most market dates.

#### **VMCC Rooms Full this Summer**

With the start of summer, the Community Center will be packed with activity. Most of our rentable rooms as well as the gym and turf will be used for parks and recreation programs, seniors, renters, fitness, events and Kid's Rock. The National Guard will be utilizing a portion of the community rooms in June which will make space very tight. Staff has had to be creative to be able to fit in everything.



**MEMORANDUM**

Date: April 9, 2012  
To: Eric Carlson, Parks & Recreation Director  
From: Al McMurchie, Golf Course Manager   
SUBJECT: MONTHLY STATISTICS - MARCH

**NUMBER OF REVENUE ROUNDS**

	MAR 2011	MAR 2012	YTD 2011	YTD 2012
Championship 18-Hole	-	448	-	448
Championship 9-Hole	-	166	-	166
Executive	-	304	-	304
Patron 18-Hole	-	126	-	126
Patron 9-Hole	-	186	-	186
Patron Executive	-	22	-	22
Sr./Jr. 18	-	345	-	345
Sr./Jr. 9	-	178	-	178
Sr./Jr. Exec.	-	393	-	393
Twilight	-	25	-	25
Patron Twilight	-	13	-	13
Sr./Jr. Twilight	-	9	-	9
Family Adult Executive	-	-	-	-
Family Senior Executive	-	-	-	-
High School Teams	-	411	-	411
<b>TOTAL</b>	-	2,626	-	2,626

**PATRON CARD SALES**

	MAR 2011	MAR 2012	YTD 2011	YTD 2012
Resident	7	69	7	69
Non-Resident	6	59	6	59
<b>TOTAL</b>	13	128	13	128

**COMPLIMENTARY ROUNDS**

	MAR 2011	MAR 2012	YTD 2011	YTD 2012
Promotional	0	0	0	0
Professional	0	2	0	2
<b>TOTAL</b>	0	2	0	2

**WEATHER DAYS**

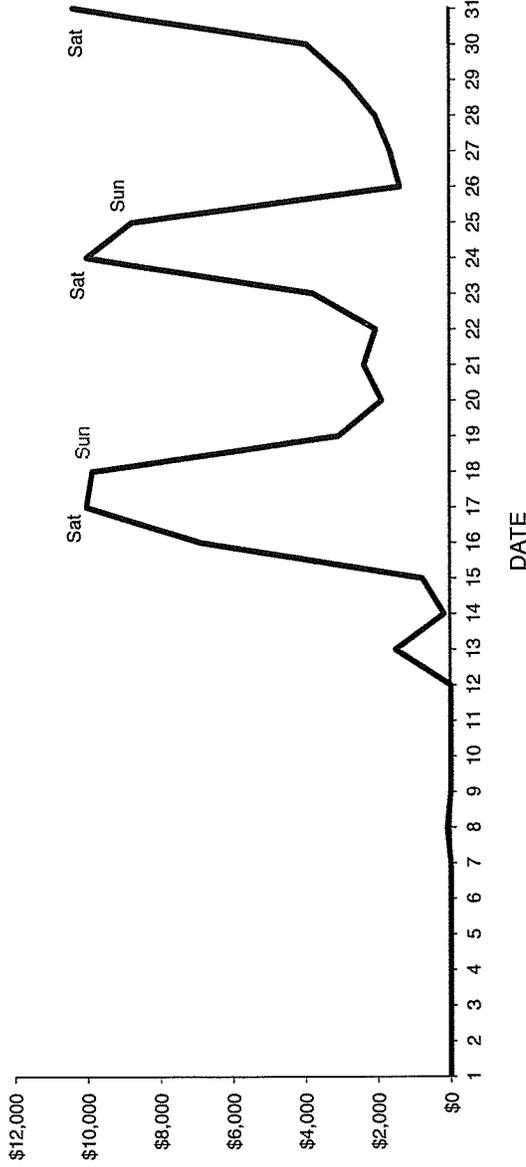
	MAR 2011	MAR 2012	YTD 2011	YTD 2012
<b>TOTAL</b>	0	13	0	13

# INVER WOOD GOLF COURSE

Driving Range Opened: Wednesday March 15th  
Golf Courses Opened: Friday March 16th

MAR	2012	DAY	DATE	REVENUE	WEATHER
		Thur	1	\$ -	Closed
		Fri	2	-	Closed
		Sat	3	-	Closed
		Sun	4	-	Closed
		Mon	5	-	Closed
		Tues	6	-	Closed
		Wed	7	-	Closed
		Thur	8	100	Closed
		Fri	9	-	Closed
		Sat	10	-	Closed
		Sun	11	-	Closed
		Mon	12	-	Closed
		Tues	13	1,525	Closed
		Wed	14	180	Closed
		Thur	15	786	Warm
		Fri	16	6,909	Warm
		Sat	17	10,048	Warm
		Sun	18	9,886	Warm
		Mon	19	3,092	Warm
		Tues	20	1,899	Warm
		Wed	21	2,393	Cool
		Thur	22	2,065	Rain
		Fri	23	3,793	Warm
		Sat	24	10,048	Warm
		Sun	25	8,788	Cool
		Mon	26	1,390	Cold
		Tues	27	1,665	Warm
		Wed	28	2,077	Cool
		Thur	29	2,884	Cool
		Fri	30	3,977	Cold
		Sat	31	10,421	Cool
		GROSS		83,926	
		Tax Factor		1.07125	
		NET		78,344	

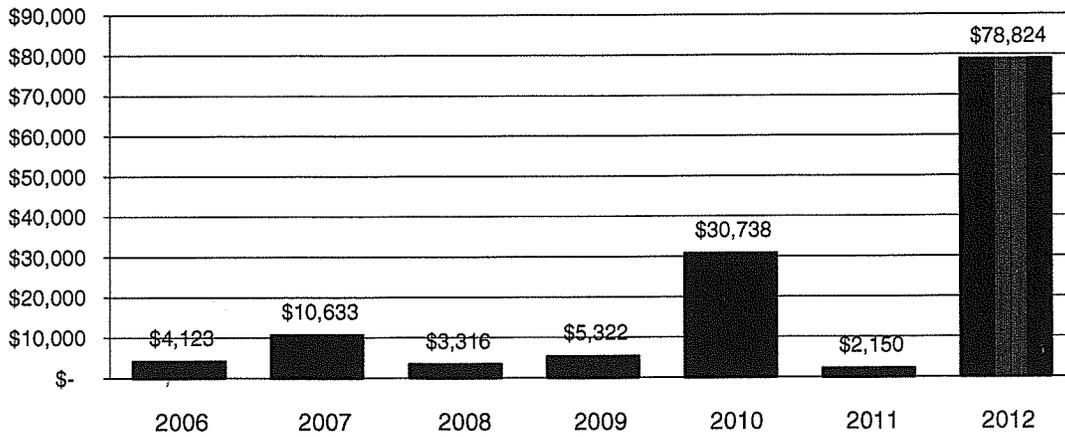
**MARCH 2012 GROSS REVENUE**



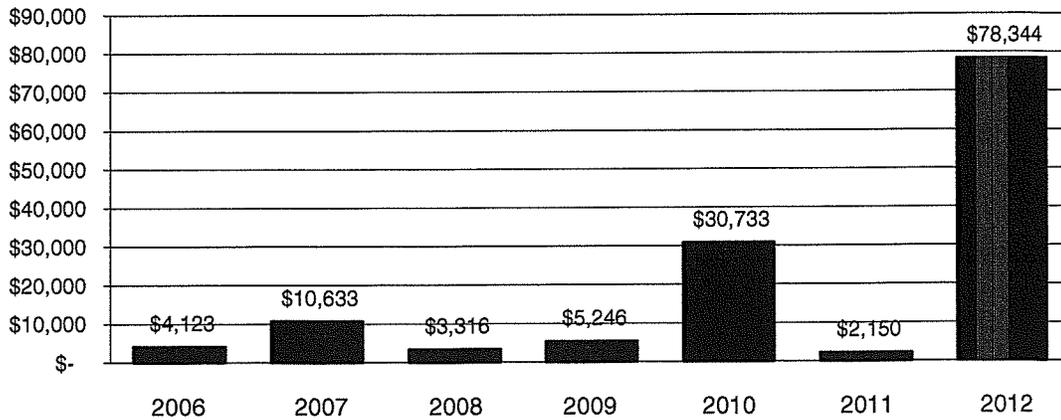
	MARCH
2006	\$ 4,123
2007	10,633
2008	3,316
2009	5,246
2010	30,733
2011	2,150

# INVER WOOD GOLF COURSE

## REVENUE - YEAR TO DATE THROUGH MARCH 31st



## REVENUE - MARCH



**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COMMISSION ACTION**

**Commission Comments**

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Meeting Date: May 9, 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.