

**Inver Grove Heights
Park and Recreation Advisory Commission
Wednesday, March 13, 2013
8150 Barbara Avenue
7:00pm**

1. CALL TO ORDER
2. ROLL CALL
3. PRESENTATIONS – Items that don't require action.
 - A. Presentation – Member Services – Bethany Adams
 - B. Presentation – Natural Resource Restoration – Mark Borgwardt
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; April 10, 2013 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 February 13, 2013
6. PUBLIC COMMENT – Public comment provides an opportunity for the public to address the Commission on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes. Comments will be limited to three (3) minutes per person.
7. UNFINISHED BUSINESS - Items that are brought back to the Commission for action from a previous meeting.
8. REGULAR AGENDA - Items requiring action that are new to the Commission.
 - A. Consider Park Dedication Requirements for Plute Homes – Case NO 13-05S
9. ADMINISTRATIVE PRESENTATIONS - Items that need to be discussed without any actions.
 - A. Department Happenings
 - B. Future of Our Parks Report – Park & Recreation System Plan
 - C. Update on the MRRT Trailhead Facility
10. COMMISSION COMMENTS – A chance for Commissioners to ask questions or make comments.
11. ADJOURN

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

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

**City of Inver Grove Heights Minutes of the Proceedings
Of The Park and Recreation Advisory Commission
Wednesday, February 13, 2013**

1. CALL TO ORDER:

Chair Eiden called the February 13, 2013 Park and Recreation Advisory Commission Meeting to order at 7:00 p.m.

2. ROLL CALL:

Present: Chair Al Eiden; Commissioners: Chris Solberg, Jim Huffman, Joe Boehmer, and Stan Johnson
Parks and Recreation Director Eric Carlson

Absent: Vice Chair Dennis Schueller, Commissioners Willie Krech and Mary Hapka: Recording Clerk Sheri Yourczek

Chair Eiden mentioned they do have another new Commissioner on board but they will not be starting until next month.

3. PRESENTATIONS:

A. Presentation from Parks & Recreation Staff

Parks and Recreation Director Eric Carlson stated there are no presentations this evening.

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, March 20, 2013. Regular Meeting 7:00 p.m.

Director Carlson stated this is not the normal date for the meeting. He will be on Spring Break that week so they changed the date, but he has spoken with Recreation Superintendent Tracy Petersen and she may be able to run the meeting for him if they needed, on its original date of March 13th.

5. CONSENT AGENDA:

A. Approval of Agenda

B. Approval of Minutes of December 12, 2012

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

Aye: 5

Nay: 0 Motion carried.

6. PUBLIC COMMENT:

None

7. UNFINISHED BUSINESS:

None

8. REGULAR AGENDA:

A. Discuss Renewal of Fairway Flyerz discs, Inc. North Valley Disc Golf Operations Agreement

Director Carlson mentioned Tracy Petersen, our Recreation Superintendent, is here to speak regarding this item:

Recreation Superintendent Tracy Petersen stated she wanted to discuss the renewal of the Fairway Flyerz Disc Golf agreement at North Valley Park. They have operated a mobile sales unit at the facility selling passes, disc golf products, and concessions, as well as being a presence at the course.

She referenced a memo comparing the 2011 and 2012 seasons.

Fairway Flyers would like us to keep the season the same as it was 2012. They are asking to change the revenue split to 80/20. 80 being Fairway, 20 being the City. She has outlined the benefits and disadvantages to keeping the arrangement or not keeping the arrangement.

Benefits:

- Having someone out there in terms of maintenance issues, vandalism, as well as curbing unwanted behavior.

- Generates some money for the Park and Recreation Fund.

- Having a vendor there provides people that come to become educated about the course, where the holes are, where they need to go, and where the score cards are, etc.

- It also has helped with course improvements.

The 80/20 split isn't unfamiliar to us. We have done it with other situations such as contractors.

South St. Paul also has an agreement with Fairway. They have renewed it for 2013. Keeping Fairway here in Inver Grove Heights allows us the benefit to sharing the cost with South St. Paul. We have the same annual pass program, same daily pass program.

Disadvantages:

- Lost revenue. 50% potential change in revenue that Inver Grove Heights would receive.

- The season changed. We were one month less in 2012. The number of users went down and we had some warm summer months. Continuing with them you are offering a service to a limited number of players.

- Because the course is pay to play, the expectations for users has increased. We may get some pressure to continue to make improvements and keep the course in better play if it had not been pay to play.

Commissioner Johnson asked if South St. Paul renewed for 80/20?

Superintendent Petersen responded their volume is higher than ours so their arrangement is different. They are getting more, but that figure was reduced from 2012 to 2013. They are not getting the same 80/20 as is requested here. She thought they may be at 65/35 now, but isn't sure exactly.

Commissioner Solberg asked how it has worked with Fairway Flyerz. Do you like working with them?

Superintendent Petersen responded they have been great to work with. They have a vested interest in the success of disc golf in Inver Grove Heights. The relationship has been successful.

Commissioner Huffman asked how much money they would earn at 80/20? Do you also advertise the course?

Superintendent Petersen responded if we made \$6,000, we would probably make about \$3,000. We do advertise the course whether it is pay to play or free. The kids that come out there actually play the game, instead of just hanging out the course.

Commissioner Huffman felt 80/20 was pretty high. Would they go 70/30?

Superintendent Petersen responded they are running a business so they have to make it work on their end as well. This was their proposal.

Commissioner Huffman asked what they were going to do more of down there?

Superintendent Petersen felt that because we changed the age a bit, perhaps we should give it one more year and see how the players, numbers, and revenue stand out. If after a third year it isn't successful and/or benefitting both parties, it would be an option to not do it at some point. Or we don't do it and the course would go back to being free. We tried to negotiate. For them to be successful and not lose money, they need the 80/20.

Commissioner Huffman felt that giving it a year would be fine and see how it works.

Commissioner Boehmer felt it was great to have the eyes and ears down there. He asked if they do any maintenance on the course at all?

Superintendent Petersen responded they do not do any maintenance down there, but they have been great about alerting us to any vandalism that goes on down there, or if something like a basket is broken, etc. We are then able to get the Staff down there right away to address it rather than having Staff find it a week or so later. They point out things they see down there that we can't see on a daily basis. Her recommendation is to give them one more year to see how the numbers play out. After this year if we don't feel it's beneficial we can stop.

Commissioner Johnson felt Superintendent Petersen's recommendation was all they needed. \$3,000 is better than nothing.

Commissioner Huffman agreed.

Commissioner Boehmer felt the increase was high. They went from 60/40 to this.

Chair Eiden agrees with the Commissioners but looks at the tradeoff. They are doing a lot to help out with maintenance and security, which is beneficial to the City in that sense. Disc golf is catching on. That is an amenity that some Cities won't do. Having this makes us distinguishable.

Motion by Commissioner Solberg to approve as presented. Seconded by Commissioner Huffman.

Aye: 5

Nay: 0 Motion carried.

B. Review 2013 – 14 VMCC Ice Rates

Director Carlson stated each year, as is outlined in the lease agreement with the School District; we do a market study of ice rates for the coming year. We have to do that by March. The market study is in front of you. We can charge no more than 5% above the average so that number would be \$205.00 per hour. We are currently charging \$200.00 per hour. We are recommending that we do not raise the rates for the 2013/2014 season and keep the rate at \$200.00. We do recommend a \$5.00 increase from what we are currently charging for non-prime rate from \$130.00 to \$135.00.

Commissioner Solberg asked if this is different from the turf hours there?

Director Carlson stated this is just ice time. Our turf rate is \$75.00 per hour.

Commissioner Johnson asked if all the ice time is taken up? What percentage?

Director Carlson responded they have been able to sell a consistent amount of ice year after year. Revenue has increased a bit due to rate increases. With the hockey season we are in right now, we have approximately 30 to 50 hours of sellable ice that has not been sold. People are able to find the ice they are looking for in other locations. We are doing the best we can, but it is challenging to sell ice time. We do sell ice time to Rosemount and Eagan. Woodbury does a little bit. He sent out a list of available ice before the hockey season. At that time there was about 150 hours, however most of them were not interested as they had their ice needs met at other locations.

Motion by Commissioner Johnson to proceed with the rates as presented. Seconded by Commissioner Solberg.

Ayes: 5

Nays: 0 Motion carried.

9. ADMINISTRATIVE PRESENTATIONS:

A. Department Happenings

Director Carlson stated he had nothing specifically to report but can stand by for questions.

Commissioner Huffman asked about the Friends of the Mississippi doing vegetation work. What will they be doing down there?

Director Carlson responded that last year we hired Friends of the Mississippi River to put together a National Resource Management Plan for the 17 acres down by the Rock Island Swing Bridge. Recently Parks Superintendent Mark Borgwardt and himself, sat down with the Friends of the Mississippi River to review a draft of the report. In that outline they provided a four year plan to remove invasive species and to enhance the landscape with native plantings. The estimate to do this was roughly \$100,000. They stated they had access to grant dollars and that they would fund 50% of that over four years if the City could fund the other 50%. Since then they put together a memo of understanding but have backed off what they can bring to the table financially. We are going to go year by year for right now, and bring it to the City Council a proposal to do ¼ of the overall plan in 2013. When The Friends of the Mississippi River has secured additional grant dollars, we can discuss what years 2014-2016 would look like.

Commissioner Solberg asked if the County finalized their plans for the Trailhead Facility.

Director Carlson stated they presented a 30% plan to the City Council two work study sessions ago. The next time we get together with the County it would be at 60%. We continue to make positive progress. The scope of the project still includes the 40 car parking lot, restroom facility, picnic shelter, etc. He anticipates in April or May we would have a complete set of plans we can share with the Commission and then the City Council. Our goal is to have construction happen this year and to have it finished by November or December of 2013.

Chair Eiden asked how close they were with the LED Lighting Plan?

Director Carlson responded we are still gathering information from the contractor. We have not seen some of the math behind the energy savings, and until we can be convinced it will actually save us money, we won't be ready to bring anything forward yet. One portion of the project would be to change the lighting at Rich Valley Park. At this time we don't know of anyone that has done lighting at athletic fields and we don't want really want to be the guinea pigs of that either. We will continue to look for other examples, or possibly even try it on one field and see how it works out.

Chair Eiden asked about Skyview Park and the field that was just done. Do you have someone who keeps in touch with teams about playing football and lacrosse there? Will those fields be ready for play this summer or fall?

Director Carlson responded Superintendent Petersen meets with all of our Youth Athletic Associations. Those include: Heat Soccer, the Football Association, and Lacrosse players, as well as our own internal programs. We have communicated that we hope the field is ready for play by the fall of 2013. We will see what condition the field is in this spring. We want good established turf for play before it is being used.

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

Chair Eiden was not at the meeting and asked Commissioner Solberg to update them.

Commissioner Solberg stated they have been meeting bi-weekly. They are making great progress and have received some great ideas out of it. They are meeting again on February 19th at 6:30 at the Community Center. Come up and visit us and get involved.

Director Carlson stated the Park Champions Group is the group that is meeting frequently regarding our parks. They will be looking at what our vision is for the park service area for the entire City, and what the vision is for the Northwest area. They will ask to get feedback on options. They will also be looking at what our vision is for trails in the future. Other meetings could include amenities in the parks. Their goal is to develop a vision for the park system and present them back to the Park and Recreation Commission who then adds anything they felt they needed before presenting it to the City Council.

Chair Eiden asked what the participation was like at those meetings?

Director Carlson responded they had about 25 at the first meeting. Maybe about 15 at the last meeting. He hopes to keep the group at about 15 or more.

Chair Eiden stated this is an ongoing process. If anyone wants to join the Champions, we can use all the help we can get.

Director Carlson wanted to add that he gave everyone a copy of the power point that was discussed with the City Council on Monday night regarding the Golf Course.

10. COMMISSION COMMENTS:

Commissioner Boehmer had no comment.

Commissioner Huffman had no comment.

Commissioner Solberg stated he was out at Inver Wood Golf Course over the weekend on snowshoes. It's nice to be out there in the winter; however, if you are looking for golf balls, it's a tough time out there.

Commissioner Johnson had no comment.

Chair Eiden asked everyone to keep in tune with the City Parks and Recreation Department. They will be doing a lot of activities coming up as we get closer to Spring. Please watch the news and come participate.

11. ADJOURN

Motion by Commissioner Johnson, seconded by Commissioner Solberg, to adjourn the meeting at 7:31 p.m.

Aye: 5

Nay: 0

Motion carried.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Consider Park Dedication Requirements for Pulte Homes – Case No 13-05S

Meeting Date: March 13, 2013
 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

Pulte Homes is requesting a two lot subdivision to be known as Summit Pines 2nd Additon.

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 2013 rate is as follows:

Single Family \$4,011 per lot (2 x \$4,011 = \$8,022)

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

Department Happenings

Meeting Date: March 13, 2013
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.

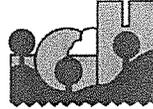
SUMMARY

Items included:

- Department Happenings Report
- Miscellaneous



Parks & Recreation Department Department Happenings



Parks

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. White plastic barrels secured from Pepsi Co. 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.

Winter Equipment And Building Maintenance

With conclusion of winter skating season parks crew are repairing hockey goals and netting as needed. All the warming house buildings are being thoroughly cleaned, painted and repairs made from winter use. The flooding truck equipment is being removed and prepared for spring and summer use. New base peg anchors in concrete are being prepared in anticipation of re-doing approximately half of the city wide field's base dimensions and alignment.

Snow And Ice Removal

Park crews continue to work with Public Works crews in snow and ice removal from city streets, cul-de-sacs, parking lots, sidewalks and trails. Parks personnel operate a quarter of tandem and single axle trucks assigned to street plow routes. Parks also assist with first day of snow event plowing of sidewalk routes in area of schools. Parks also dedicates multiple personnel and pick-up trucks to helping in city cul-de-sacs. In addition Parks personnel clear snow and ice from City Hall sidewalks and uses a liquid de-icer to keep the mess of granular ice control out of City Hall.

Ice Skating Maintenance

Last day of ice skating maintenance was February 22. The Parks crew once again did an amazing job of maintaining outdoor ice under increasingly challenging weather conditions. Maybe the city should consider some rinks with chilling coils to extend and improve the season for Minnesotans still brave enough to skate outside?



Parks & Recreation Department Department Happenings



Inver Wood Golf Course

2013 Staffing

The hiring process for the 2013 season begins this month for the required 50 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 the need for between 7 to 9 seasonal employees to fill vacant positions. Open positions will be filled by applicants throughout the month of March.

Golf Shop Opening Reminder

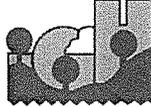
Staff is currently receiving golf shop inventory in preparation for the Golf Shop opening on Monday March 18th. Renewals and sales of patron cards, program registration, and merchandise sales will be available during the pre-season hours of 9:00 AM to 5:00 PM, Monday through Friday.

In the meantime, registrations and sales are occurring on Inverwood.org. On-line registration for junior league, junior group instruction, adult group instruction, patron card purchases, and handicap purchases are available through our website.

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



Parks & Recreation Department Department Happenings



Recreation

Heat Soccer

The City has partnered with the Inver Grove Heights Heat soccer to receive a \$2,500 equipment grant to help purchase goals for the new multi-purpose fields at Skyview Park.

Summer Hiring

The Recreation Division is in the process of hiring some key staff for the summer. This includes our Kids R.O.C.K. Coordinator position, an unpaid intern and a seasonal/temporary Recreation Coordinator. All of our seasonal/temporary jobs can be viewed on the City's website at www.invergroveheights.org.

Older Adult Focus Groups

The Recreation Division in partnership with Tri-District Community Education held two focus groups for those ages 55 and older to get their feedback on the survey that was conducted last year. The majority of time was spent discussing possible ideas for a joint marketing brochure that would include program information for the senior center, Community Center as well as provide general City updates and resources available in the community.

Summer Brochure Hits Homes!

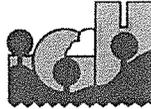
Our summer recreation brochure will hit homes in the coming week! Programs in this guide cover the months of May-August.

Outside Summer Facility Planning Underway

Recreation Staff met with the Parks Maintenance Staff to discuss the upcoming summer and outside facility needs including Rich Valley, community gardens, picnic shelters, disc golf, city-wide fields, tournaments and portable restrooms.



Parks & Recreation Department Department Happenings



Veterans Memorial Community Center

STS Crew

The Community Center has had the opportunity to utilize the services of the Sentence-to-Serve Crew for a number of times this winter/early spring. The crew consists of 7-10 individuals who come with their own supervisor. Some duties they have assisted with include: cleaning the ice rink bleachers, lobby areas, windows, pool areas and other areas that need attention. There has been no charge to the City for these services.

New Turf Installed

The new indoor turf in the west rink at the Community Center will be installed March 6-7. This new turf will allow our user groups a much better experience when they use the facility. The turf will remain in through mid-October.

Spring Swim Lessons

Our spring session of swim lessons start in early April. Classes for all ages and abilities are offered on Monday, Tuesday, Wednesday, Thursday and Sunday evenings as well as Saturday mornings.

VMCC to Host Home Improvement & Design Expo

Mediamax Events & Expos, Inc. will be hosting this expo in early April. The group will utilize the turf. This will be the first expo of this type that the facility has held.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Future of Our Parks Report

Meeting Date: March 13, 2013
Item Type: Administrative Presentations
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

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

SUMMARY

The Commission set up a sub-committee consisting of Chair Al Eiden, Commissioners Mary Hapka and Chris Solberg along with Park Superintendent Mark Borgwardt, Recreation Superintendent Tracy Petersen, and myself.

We will provide the entire commission with an update each month.

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

Information Gathering

As a part of the process we have worked to gather information and feedback from the public. We have:

- Informed residents about the process as a part of visiting “Night to Unite” festivities
- Provided “graffiti” comments boards at City Hall and the VMCC/Grove
- Posted an on-line survey, giving residents a chance to respond electronically
- Hosted an open house to gather feedback
- Provided information on the City’s website (www.invergroveheights.org)
- Placed information in the City’s Park and Recreation Brochure and newsletter (InSights)
- Sponsored a booth at Inver Grove Heights Days
- Sent information to Neighborhood Associations and Block Captains
- Held meetings with local youth athletic associations
- 2010 Decision Resources City Survey

Draft Needs Assessment

HKGI has developed a draft Needs Assessment. The draft assessment is being reviewed by the Park Champions and the Park and Recreation Commission and will be finalized over the course of the next several weeks.

Park Champions

A group of approximately 15 residents has been formed to assist staff and the Park and Recreation Commission in reviewing the future needs of the Park and Recreation System. Park Champions are currently being provided information on how Inver Grove Heights compares to national and local benchmark standards in Park Service Area coverage and park amenity variety and accessibility. The Champions have met on January 23rd, February 6th, and February 20th. The next meeting is scheduled for March 6th.

Park Service Area(s)

On a national and local level park planning has subscribed to providing access to a public park within a ½ mile radius. The Park Champions and PRAC are reviewing the future vision of park service areas and feel the City should attempt to maintain that service level into the future in the existing portions of the park system.

NW Area Park and Trail System

In the NW Area there is a strong interest to create a park system that is well connected to the neighborhoods and the Dakota County Regional Greenway through a series of City trails and small parks connected by trails with one or two parks that could serve the active recreational needs of residents in the NW Area.

Trail Network

In 2010 the City Council adopted a Trail Gap Study. The study outlined the community's interest in closing gaps in the existing trail system so that pedestrians and bicyclist could access the park system, schools, libraries, and commercial areas safely. Trails and trail loops are one of the mostly highly sought recreational amenity the City provides.

Park System Funding

Much of the existing park, recreation, and trail system has been built over the last 20-years. The existing infrastructure is reaching a critical point in its lifespan where reinvestments in the infrastructure will need to be made. The system currently has approximately \$11.5 million dollars of infrastructure which requires approximately \$500,000 worth of annual investment. At this time the City is setting aside \$150,000 from the General Fund on an annual basis and \$25,000 from the Host Community Fund and the Capital Facilities Fund for a total of \$200,000 in the Park Maintenance Fund (Fund 444). The gap in funding must be address through reduction in services or increases in funding or a combination of both.

As the community grows in the NW Area and additional public park amenities are added the first time cost of construction will be covered by the Park Acquisition and Development Fund (Fund 402). However, increased needs for daily maintenance and future replacement will increase the City's need for increased funding of the Park Maintenance Operation Budget and the Park Maintenance Fund.

Park Amenities

When comparing Inver Grove Heights to municipalities our size in the metro area (Rosemount, Andover, Roseville, Shakopee, Shoreview, and South St. Paul) we find that we are "average" in the variety and amount of amenities provided (i.e. number of playgrounds, ballfields, basketball courts, rinks, etc.). The challenge moving forward is that as demographics and residents interest change, do we have the amenities that residents will want, located in the right location, and an adequate number of those amenities to service the community over the next 20-years.

Joint Meeting with Park Champions/Park and Recreation Commission/City Council

We plan to hold a joint meeting with the Council so that the information and concepts can be shared and discussed with the Council before we share the Future of Our Park vision with the general public.

Open House on Draft Plan

We had originally scheduled an Open House to gain feedback from residents on the Draft Park System Plan. At this point we are planning to postpone that open house until we have gather more information and feedback from our Park Champions and the Park and Recreation Commission.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Update on the MRRT Trailhead Facility

Meeting Date: March 13, 2013
 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

This is an update on the progress of the project planning and design to date. At this point Dakota County is at 60% plan completion.

SUMMARY

The City and County have been working cooperatively over the last few years to make/plan public improvements in the Concord Blvd neighborhood.

As a part of the Mississippi River Regional Trail Master Plan, the County has identified the area of Heritage Village Park as a potential location for a trailhead facility that would include:

- Parking
- Restrooms, water
- Way-finding, information, historical interpretation
- Picnicking etc

The revised anticipated costs for the project are as follows:

Consultants	\$250,000
Trail head restroom facility	\$400,000
Picnic Pavilion – 100 capacity	\$200,000
Parking lot – 40 cars	\$200,000
Monument Signs	\$15,000
Rock Stairs	\$45,000
Building/Parking Landscaping	\$25,000
Interpretive Kiosks	\$10,000
Salvaged Artifacts Interpretation	\$25,000
Picnic Pads/Tables	\$10,000
Irrigation	\$20,000
Interpretive Plaza	\$20,000
Landscaping Trail	\$5,000
Landscaping Concord	\$20,000
Total	\$1,245,000

The anticipated funding sources of the project are as follows:

Scenic Byway Grant (County received)	\$450,000
Dakota County Byway Grant Match (Levy)	\$250,000
Dakota County CIP (Levy)	\$200,000
National Park Service	\$80,000
City of Inver Grove Heights (via State Bonding)	\$300,000

The City's use of the State Bonding Grant SG 2010-049 summary is as follows:

State Bonding Grant	\$1,000,000
Phase I (66 th St project 2012)	\$154,978
Phase II (Trailhead project 2013)	\$300,000
Balance (must be spend by June 2015)	\$545,022

The anticipated schedule of the project is as follows:

September 28, 2012	Send out RFP
November 6, 2012	County Selects Consultant(s)
TBD	Progress meetings/reviews/approvals as necessary
April 2013	Bidding of project
November 2013	Project complete

Some highlights about the project/process include:

- The County will lead and be responsible for the overall process/project...the City will participate with the land and financially through our State Bonding Grant
- A JPA will be developed for the project that will outline responsibility during construction and after construction (i.e. O & M)
- The City will need to give formal approval to the County to locate improvements on City property
- The PRAC and CC will have opportunities to review/approve all plans at appropriate points in the process

Mississippi River Regional Trailhead

Rock Island Swing Bridge
66th St
Heritage Village Park

Rock Island Swing Bridge Area Improvements

- 2010-11 - Rock Island Swing Bridge Project \$2,300,000
- 2012 - 66th St Project \$1,200,000
- 2013 - Trailhead Project anticipated \$1,300,000



Trailhead Partners

- Dakota County
- National Park Service
- City of Inver Grove Heights



Project Goals

- Provide for off-street parking
- Provide year round public toilets
- Provide information center and historical interpretation
- Provide for picnic facilities

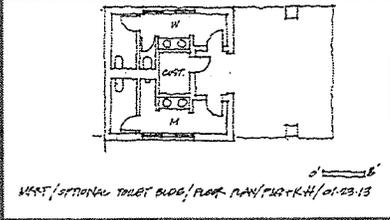


Restroom Facility



- Men's Restroom
- Women's Restroom
- Custodial Closet
- Water Fountain
- Way Finding
- Historical information
- Overhang

Floor Plan



- ADA
- Heat for year round operation
- Men's/Women's restrooms
- Overhang area

WEST / OPTIONAL TOILET BLDG / PLAN RAN / PLO-KH / 01-03-13

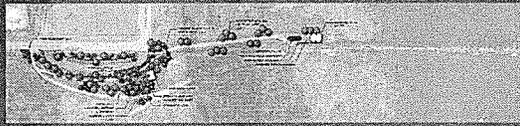
Picnic Shelter Near Mississippi River



Scale 50' = 1"

- Even views
- Electrical
- Free standing water source
- Built in counters
- Security lighting
- Rentable

Site Layout



Project Costs

- KHA Inc. & Partners & Simy
- Anticipated costs at 30% construction documents
- Interpretative budget may need to be increased
- Already have made adjustments in project to reduce costs

Item	Anticipated Cost
Consultant(s)	\$250,000
Trailhead Restroom	\$400,000
Picnic Shelter	\$200,000
Parking lot - 40 cars	\$200,000
Monument Signs	\$15,000
Rock Stairs	\$45,000
Landscaping	\$50,000
Interpretation	\$55,000
Picnic Amenities	\$10,000
Irrigation	\$20,000
Interpretive Plaza	\$20,000
Total	\$1,245,000

Funding Sources

Source	Amount
Scenic Byway Grant	\$450,000
Dakota County Byway Match	\$250,000
Dakota County CIP	\$200,000
National Park Service	\$80,000
City of Inver Grove Heights (via State Bonding Grant)	\$100,000
Funding Gap	\$300,000

State Bonding Grant SG 2010-049

- \$1,000,000
- Only used on Rock Island Swing Bridge or Heritage Village Park
- Must be spent by June 2015 or grant money is lost
- Must be used on capital investment, can not be used to purchase land

Purpose	Amount
Phase 1 (66 th St 2012)	\$154,978
Phase 2 (Trailhead 2013)	\$300,000
Spend balance by 6/2015	\$545,022

Project Schedule/Issues

- Working with County on signing plan and naming plan
- Bid project in March/April
- Construction June - November
- Completion in November

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Commission Comments

Meeting Date: March 13, 2013
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.