

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

1. CALL TO ORDER
2. ROLL CALL
3. PRESENTATIONS – Items that don't require action.
  - A. Presentation for Recreation Coordinator – Jen Graham
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; December 11, 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 items will be enacted in one motion. There will be no separate discussion of these items unless a Commission member or citizen so request, in which event the item will be removed from this Agenda and considered in normal sequence.
  - A. Approval of Agenda
  - B. Approval of Minutes of August 14, 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. Approve Proposed 2014 Park and Recreation Fees
9. ADMINISTRATIVE PRESENTATIONS - Items that need to be discussed without any actions.
  - A. Review 2014 Proposed Budgets
  - B. Department Happenings
  - C. Future of Our Parks Report – Park & Recreation System Plan
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, August 14, 2013**

**1. CALL TO ORDER:**

Chair Eiden called the August 14, 2013 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: Deb Tix, Mary Hapka, and Jim Huffman

Park and Recreation Director Eric Carlson

**Absent:** Commissioners Stan Johnson, Willie Krech, Joe Boehmer, and Mark Freer  
Recording Clerk Sheri Yourczek

**3. PRESENTATIONS:**

**A. Park & Recreation Intern – Brad Yetzer**

Park and Recreation Director Eric Carlson introduced Intern Brad Yetzer, who has been with us since June.

Park and Recreation Intern Brad Yetzer stated he is from Rochester. He has been interning here since June. He graduated in May from Minnesota State University Mankato with a Recreation Parks and Leisure Services Degree and a Minor in Athletic Coaching. During his time here he has done a wide array of organizing events and assisting in planning them. He wanted to thank Eric Carlson, Tracy Petersen, Jen Graham, and Al Vandehoef, for their assistance in this professional environment. He helped with the following events:

- Teen Volunteer Program for Ages 12 to 16. This program allows children to gain valuable experience that could be needed for jobs in the future.

- Random Acts of Fitness. Parks Staff goes around to different parks and catches families participating in random acts of fitness. Backpacks with prizes in them are handed out.

- Huck Finn Fishing Derby. This was one of his favorite events. He weighed the fish, but stated it was fun to see all the fun the kids were having catching fish.

- Helped with the Adult Softball Leagues and helped update the website for those.

- He spent a day with Al McMurchie from the Golf Course and saw how things were run.

He thanked the City of Inver Grove and the Parks and Recreation Staff for allowing him to learn with them.

Chair Eiden asked if it was different than the classroom?

Intern Yetzer responded it was. He has learned more in his 12 weeks here than the last three semesters. You can only really tell students so much, once you get out there; it's a whole different world.

Chair Eiden asked what his future holds for him?

Intern Yetzer responded he has applied for a few jobs. He had an interview in Mankato at the YMCA. He is still waiting to hear back. He would love to continue in the environment such as this, but is open to anything right now.

Vice Chair Schueller asked if the Huck Finn Fishing Tournament was sponsored by anyone?

Intern Yetzer stated Dick's Sporting Goods helped them out with a lot. We provided three prize bags. One for the biggest fish, most fish, and the smallest fish. We went and got some fishing reels, some fishing line, and lures to give out. It was also sponsored by a few local places. Ace Hardware donated worms. The Corner Store donated some things for the goodie bags.

Chair Eiden asked for more information on the Random Acts of Kindness. How many people did you find?

Intern Yetzer responded they had between 10 and 15. We got a lot of younger teenager and adults with kids that they were nanny for. We had some families. We had a couple walking their dog down a trail off Blaine.

Chair Eiden thanked him for his service here. They hoped he learned from his service here and wished him well.

Vice Chair Schueller asked Director Carlson to explain the Intern Service we have here. How many interns do we have a year? Is it something that is continuing every year?

Director Carlson stated we don't always have an intern. Sometimes we don't find one that is suitable, or one isn't available. We typically have them during the summer months, for approximately 12 weeks, depending on the requirements of their school. It's an opportunity for students toward the end of their academic career, to gain some experience working in the field or in a department helping out. Each intern may have a different focus in what they may be interested in, so we try to match those interests with things we may have available for them. We are a fairly good department to have an internship in. We have a Community Center, a Golf Course, and our Recreation Program and Park Programs. Not all Cities can offer that wide range of experiences. We have been pretty lucky to get interns in the last few years.

Vice Chair Schueller asked if someone was interested in applying do they just see you for an application?

Director Carlson responded that Recreation Superintendent Tracy Petersen heads that up. They can contact our office and we would get them in touch with her.

#### **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, September 11, 2013. Regular Meeting 7:00 p.m.**

#### **5. CONSENT AGENDA:**

- A. Approval of Agenda**
- B. Approval of Minutes of July 10, 2013**

**Motion by Vice Chair Schueller, seconded by Commissioner Hapka, 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. ADA Accessibility at Groveland Park**

Director Carlson stated we are asking the Commission to recommend to the City Council to hire Pine Bend Paving in an amount not to exceed \$19,650 to do some paving at Groveland Park, some of which is for the playground but most of it is to meet the ADA Accessibility that is needed for the Park. We received two quotes, the lowest from Pine Bend Paving.

Vice Chair Schueller stated that ADA stands for American's with Disabilities Act, so we are trying to stay in accordance with that act?

Director Carlson responded that is correct.

**Motion by Vice Chair Schueller that we go ahead with the ADA and Accessibility at Groveland Park as stated. Seconded by Commissioner Tix.**

**Aye: 5**

**Nay: 0      Motion carried.**

9. **ADMINISTRATIVE PRESENTATIONS:**

**A. Department Happenings**

Director Carlson stated he will answer any questions anyone may have.

Vice Chair Schueller noticed the packet had information about Simley Island Park and cleaning out the woods there. It looks a lot better and more useable now. When he looked at it before the work was done. There was a lot of compost and garbage bags there. Now it is nice and clean. The Sentence to Service Crew did an excellent job, as did City Staff and the people that worked on it. He thinks the change will be very good in making it more usable for people. Inver Grove Heights Days is coming up and we are going to have a lot of people down at the park. People can use that space down there now where before it was not useable.

**B. Discussion on Adopt-A-Park Program**

Recreation Superintendent Tracy Petersen wanted to share with them a few facts about the Adopt-A-Park Program. We have had the program since 2005. This program provides an opportunity to keep our parks and trails clean as well as an opportunity for our residents to give back to the parks system. That has served us well. Families, businesses, and individuals may sign up to adopt a specific park of their choice. Or we can pick one for them. As you know, keeping eyes and ears on our parks is very important. For example, she received a phone call this morning from someone who lives over by Oakwood Park. They had a picnic table full of graffiti. Staff came and cleaned it up and the teens that had been doing that were bewildered that it had already been removed.

Those who adopt a park are asked to clean up the park once a month, between April and October. We are very flexible in how we set that up. It is a two year period. Many have stayed with us ever since we started in 2005. Enclosed in your packets is a list of parks that have been adopted and those that have not. Rich Valley has Staff there, but if anyone wants to do that they are more than welcome to.

One of the things that the Commission requested was a clean-up day. Staff has put together a couple of ideas. One of them was to do a fall or spring clean-up day. That could incorporate the Adopt-A-Park volunteer. We did something similar a few years back and it worked very well. Another idea we had was to partner with a business or organization that would allow us to work more on a specialized park or project. We don't have Adopt-A-Park members remove buckthorn, or anything like what was done at Simley Island. Working with a business or another organization can provide us with 20 or 30 volunteers. The other option would be to work with the schools to see if there is a way to partner and have classrooms get involved in the program. The drawback would be that they would only be able to do that during the school year.

Commissioner Hapka noticed it was done four or five years ago. How did it stop?

Superintendent Petersen stated they tried it once. It requires us to have City Staff involved over the weekend. We didn't want to leave a lot of garbage there over the weekend. As we grew in the Adopt-A-Park program, more people were invested in the parks. Having a clean-up day could help get the word out about the program and they may want to invest in the parks where they live.

Commissioner Huffman stated just because the park is adopted doesn't mean people can't come out and pick things up. They can.

Superintendent Petersen commented they ask the volunteers to let us know when they were at the park, and to let us know if they see graffiti, etc. They have really helped us out over the years.

Commissioner Huffman stated he has adopted two parks.

Chair Eiden asked if there were any active business associations in town, other than the Chamber of Commerce?

Superintendent Petersen responded the Chamber is the only one. She does have a couple of businesses in mind that may have the workforce to do it. They worked with Target on Night to Unite. That was a group that could be interested because of how many volunteers they provided.

Commissioner Hapka stated it would be nice if you could coordinate it with another event, such as Night to Unite, as neighbors are out anyway. She wasn't sure they could advertise in a newsletter, etc. When she takes part in the clean-up on Inver Grove Trail, we just contact the maintenance department and tell them where we are going to leave the bags and they are picked up on Monday.

Superintendent Petersen commented that one-time events work well periodically. Having investors in the park have been very helpful.

Chair Eiden commented a good promotional piece, which we could highlight in the next program brochure, would be to talk with the people that are now doing it. That could be a way to let people know about the program and about the benefits that come from doing so. This happens to be a beneficial activity. It's not at an appointed time and an appointed place. If you walk or live near a park, you can easily work that into your personal schedule. It would be a good idea to get that point across to people.

Superintendent Petersen responded that is why those that volunteer tend to do the parks nearest to them.

Commissioner Huffman stated every year in October, for his late Grandson, they have adopted a Highway up north and his family goes and does this. They get some signs there.

Chair Eiden stated if you are interested, they can get ahold of Tracy Petersen and she can give you further information.

Superintendent Petersen stated the people that have done it really enjoy it. They have been an asset to the park system.

Commissioner Huffman asked Superintendent Petersen to tell everyone what the department gives people who help out.

Superintendent Petersen responded they provide trash bags, gloves, and garbage pickers.

Commissioner Tix asked what types of groups currently adopt the parks?

Superintendent Petersen responded they have families and individuals, Girl Scout Troops, one business, and one Home Owners Association. It is a variety. That is what we are looking for. They also supplement that with groups that only want to do it as a one-time event. We have Roberts Funeral Home; they have had the Community Center Park for years. We are trying to get people out in the parks and to provide another avenue to keep them clean. One month, one day, a few hours, any of those are appreciated.

Commissioner Tix commented about Girl Scout Groups. If they didn't want to do an entire summer, they can coordinate with other groups to do it every other month, etc. The kids are still getting the responsibility and learning how to do those things.

Chair Eiden thanked her for the update and hopes the program keeps moving along.

### **C. Future of our Parks Report – Park & Recreation System Plan**

Chair Eiden stated they all met in late June. The consensus was to keep planning and moving forward. The Park Champions have done a lot of work with Staff over the last few months. The plan now is to take it apart and talk about all of the amenities in all of the parks as we have them today and talk about criteria for what needs to stay in a park, or what we can remove. Today we are at \$200,000 for funding, which is not sustainable going on very far. We figured on \$500,000 going forward annually. The team has taken what would be in the parks at every \$100,000 level to \$500,000 and worked on that. The tentative plan is to take the plan forward to the City Council in early October. Then depending on their reaction, we would make arrangements to take the plan out to the general public and get input and feedback on the things they like, don't like, want to change, etc. Then come back with a modified proposal at some point. The reality is, we have a lot of amenities in this City. They do not come free. The maintenance and upkeep and things that need to be done to keep them decent, cost money. We have enough assets, and we are not getting the funding levels to keep doing that. In his personal observation, we need to start making a decision in at least two years. We don't want to change anything until it has run its useful life. We have some buildings in town that are in their 38<sup>th</sup> or 39<sup>th</sup> year. We have some picnic shelters that are nearing 40 years. The challenge is on the budget side. When we met with the Council we gave them four budget options. They were not enthused with any of them. Since that time, Commissioner Hapka has done some work and found out what some other Cities have done and brought that to the Park Champions and the Committee. Overall, it's been a positive process. We need help, we need interest, and we are going to have to do something. We cannot sustain what we have been able to put into this City with the current funding levels we are experiencing. We are still looking for people to work on the process. Give him a call, or call Director Carlson. We invite your participation.

Commissioner Hapka stated she was unable to make it to the last meeting, but it sounded productive. This funding is for maintenance. We need to figure out how to make up that \$300,000. Some neighboring Cities have some creative things that they have done about it. We need to take it to Council to see their thoughts about it. If you are interested in your parks, your trails, etc. Get involved. Don't wait for something to change. It would be nice to see more people interested. It's a great group, but would like to see more people show up.

Commissioner Huffman asked what kind of money are you going to ask for?

Chair Eiden responded they don't know that yet. We will not ask for a specific type of funding for a couple of reasons. We don't know what the level may turn out to be. He is hesitant about talking about money in October, especially with the school referendum coming in November.

We are getting to \$150,000 to \$200,000 a year and we have at least 11 million dollars worth of assets in our park system and that includes 26 miles of trails. Trails are costly and people want more of them. Please understand that we are trying to put plans together as reality says it is not sustainable the way we are doing it today.

Commissioner Hapka stated the Park Champions also discussed that if anything is added to the system, we want to make sure the maintenance budget is in place. She is glad we are being pro-active and thinking about it now.

Chair Eiden reiterated that these plans do not include the Community Center or the Golf Course. These are around town in the 28 parks we have.

Commissioner Huffman commented the cost keeps going up for material to maintain this stuff. The park staff can't keep up with the inflation that we don't have the money for. Other things get left behind that we don't have the money for.

Commissioner Tix asked if they can give some examples as to what gets left behind. One example would be a park that had to be removed for safety reasons. That would be some of the things that wouldn't get replaced due to money. The fields that the kids play on, hockey rinks, fields, etc.

Chair Eiden agreed. We would like to make it as easy as possible without removing the activity. For example, lights at certain fields, or hockey rinks and pleasure rinks in certain parks, those can be taken out due to funding. It could even come down to if you are not a central park, maybe the grass gets cut less frequently. What the plan calls is for things to be equitable. He would suspect that due to the length of our trails, and due to costs, we wouldn't be adding additional trails.

Commissioner Hapka commented that everything is on a matrix as far as maintenance and upkeep of parks and trails. If we don't have the money, we may have to take it from another area.

Commissioner Hapka stated that the City of Edina currently has a Utility Franchise Fee. The utility easement that abuts every property, for tax-paying and non-taxpaying entities in the City, would pay a utility franchise fee. For the City of Edina it was about \$32.00 or \$36.00 per year. They generate about 1.1 million dollars. That City can maintain their City trails and parks. Maybe we could implement something like that. For a minimal fee, we either cutback on amenities, or continue to maintain what we have. Hopefully we could add down the line if we want to add more trails. That could be another tool to examine.

Commissioner Tix commented that due to funding, what we may be seeing is that; for example, the Argenta Trail Community that is being planned may not be able to have parks as we can't maintain the parks that we have. As you found out from the Parks Champions, having good parks is one of the reasons why someone chooses to live in a City.

Commissioner Hapka checked out the MLS Real Estate Website. Two of the different developers that are building here had links to our parks, our trails, our Recreation Center, etc. That is what keeps your real estate values intact. This affects everyone in our Community.

Chair Eiden stated the good news is we are not in crisis. If we stay with this, there are solutions. We have creative people here to help, as well as Cities and Towns around us that have done things. We need to make decisions about what we want to do. Nothing is going to go away tomorrow, or next month. We are hoping we are ahead of the game so nothing will go away at all.

Commissioner Tix asked if we were to get to the point where we may have to make parks within a mile instead of a half mile. It's similar to funding schools. It's not that everyone uses the schools; it's everyone that also benefits from it. We benefit from kids getting an education, having something to do. It's the same with the parks; these give the kids something to do.

Chair Eiden quoted something Commissioner Krech has said for years. "Either you build constructive, enjoyable things to do, or you build jail cells". If you have the amenities they will use them and you have a good place. If you don't and there's nothing to do, then they will find something to do.

Vice Chair Schueller commented this Community does not have excessive parks. If we compare ourselves to others around the metro area, we are about average. If we reduce our amenities in our parks, we would be going backwards. We have what we should have. If we reduce, we are not going to have what we should and our Community would not be as desirable as it is now. It will be hard to make decisions as to what should be eliminated. There are suggestions that are being made, but for those out there concerned about losing things such as hockey rinks, walking paths, etc. You need to get involved, or you could be the group that is looking at what happened here. We need to do all we can possibly do to avoid going backwards. We are not for that, we are for going forward and finding funds to take care of our parks in any way possible. Cutting things should be a last resort.

Commissioner Hapka agreed. We have a great Community here, centrally located to Minneapolis/St. Paul and Wisconsin. She hopes we go forward and find the money. She would hate to see us go backwards.

Vice Chair Schueller stated some of the money we may get would be quick fix money. Like the naming rights to a park. We need to look for long-term funding. The franchise fee makes a lot of sense. It is a long term solution to a problem.

Commissioner Hapka agreed. It's such a small amount of money for so much. Take a look around as you walk the parks, the trails. You see the trees, the tennis courts, the sod, and the trails. When you look at all those amenities that is something we need to make decisions on.

Commissioner Huffman asked if someone were to come before us saying that a trail needs to be re-paved or redone, do we say no to it? What about playground equipment? How do we send the message to the City Council about this?

Commissioner Tix asked Director Carlson if we have ever gone over our budget?

Director Carlson responded no.

Commissioner Tix felt that would be one point to look at. Director Carlson would let us know if we do and we wouldn't have a choice there.

Chair Eiden appreciated the conversation. Some good points have been raised. He did like the appeal to the citizens in that they need to take notice and become active.

## **10. COMMISSION COMMENTS:**

Commissioner Hapka had no comment.

Commissioner Huffman stated we had a good discussion a few minutes ago about the Park Champions. We need extra money to keep things running in our parks system.

Commissioner Tix wanted to add that if any viewers out there, as you are hearing this discussion, take this to your neighbors, your friends, and family, to find out what you are looking in your Community.

Vice Chair Schueller reminded everyone we are heading into an exciting week, with fireworks, the fishing contest, and the activities on Cahill on Sunday. There are a lot of activities going on, he hopes everyone takes part. He appreciates the work the volunteers do and the sponsors. It's a great opportunity for everyone to get out and enjoy the City.

Chair Eiden asked that everyone please think about what the Commissioners here told you tonight. Get active.

Director Carlson stated Vice Chair Schueller spoke about Inver Grove Heights Days. Superintendent Petersen is on the sub-committee and can talk a little bit about the dates for the Community

Superintendent Petersen commented that Inver Grove Heights Days is September 5 to the 8<sup>th</sup>. This weekend coming up is the City Wide Garage Sales. The sales actually fall a few weeks earlier so that those people can take part in Inver Grove Heights Days. During Inver Grove Heights Days there will be fireworks, the fishing contest is back and will be sponsored by the Corner Store, Peterson Popcorn, and Hometown Meats. On Sunday, on Cahill, they will have the car show, the kid's court area, safety display, food vendors, music, and the business expo. [www.ighdays.org](http://www.ighdays.org) is the website you can visit for more information. Sign-ups are also available online for the business expo or the parade. This is all put on by a volunteer group that runs Inver Grove Heights Days and works to make that weekend successful.

## 11. ADJOURN

**Motion by Commissioner Huffman, seconded by Commissioner Hapka, to adjourn the meeting at 8:08 p.m.**

**Aye: 5**

**Nay: 0**

**Motion carried.**

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

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**Consider Approval of 2014 Park and Recreation Department Fees**

Meeting Date: November 13, 2013  
Item Type: Consent Agenda  
Contact: Eric Carlson – 651.450.2587  
Prepared by: Eric Carlson  
Reviewed by: Al McMurchie  
Bethany Adams  
Tracy Petersen

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

**PURPOSE/ACTION REQUESTED**

It is recommended that the Commission approve the attached fees for Parks & Recreation.

**SUMMARY**

Attached is a copy of the 2014 proposed fees for Parks & Recreation. Highlights of the changes are as follows:

**Recreation**

- There are no significant fee increases proposed

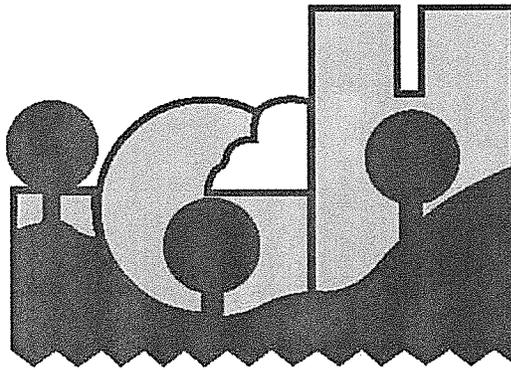
**VMCC/Grove**

- There are no significant fee increases proposed

**Inver Wood**

- There is approximately a \$1 per round increase proposed

**CITY  
OF  
INVER GROVE HEIGHTS**



**2014 PROPOSED FEES  
PARKS & RECREATION DEPARTMENT**

*RECREATION*

*INVER WOOD GOLF COURSE*

*VETERANS MEMORIAL COMMUNITY CENTER*

## Parks & Recreation

Item	Frequency	2013 Resident	2013 Non-Res	2014 Resident Proposed	2014 Non-Res Proposed
Park Shelters *	Per 5 hour block	\$55	\$75	\$55	\$75
Picnic Kit *	NA	\$12	\$22	\$12	\$22
Volleyball Kit *	NA	\$22	\$40	\$22	\$40
Bocce Ball Set *	NA	\$22	\$40	\$22	\$40
Croquet Set *	NA	\$12	\$22	\$12	\$22
Tug-o-War Rope *	NA	\$6	\$12	\$6	\$12
Horseshoe Kit *	NA	\$6	\$12	\$6	\$12
Additional trash barrels/picnic tables	NA	\$25	\$35	\$25	\$35
Outdoor Ice Rink *	Per hour	\$25	\$35	\$25	\$35
Outdoor Ice Rink w/attendant *	Per hour	\$35	\$45	\$35	\$45
Outdoor Rink Lights	Per hour	\$40	\$60	\$40	\$60
Neighborhood Park/School Athletic Field	Per use	\$35	\$45	\$35	\$45
Tennis Courts	Per Hour/Court	\$3	\$5	\$3	\$5
Rich Valley Baseball Field (youth)	Per gm/practice	\$70	\$90	\$70	\$90
Rich Valley Baseball Field (adult)	Per gm/practice	\$85	\$105	\$85	\$105
Rich Valley Softball Field	Per gm/practice	\$50	\$75	\$50	\$75
Rich Valley Soccer Field (youth)	Per gm/practice	\$70	\$90	\$70	\$90
Rich Valley Soccer Field (adult)	Per gm/practice	\$85	\$105	\$85	\$105
Rich Valley Soccer ½ Field	Per gm/practice	\$40	\$50	\$40	\$50
Rich Valley Lights	Per hour	\$40	\$60	\$40	\$60
Rich Valley Field Tournament Fee	Per field/day	\$175	\$200	\$175	\$200
Rich Valley Tournament Vendor Fee	Per Weekend	\$50	\$50	\$50	\$100
Rich Valley Concession Stand	Per Weekend	\$250	\$250	\$250	\$250
Rich Valley Additional Maintenance Service- staff, equipment and supplies (4 fields or less)	Per hour	\$50	\$60	\$50	\$60
Rich Valley Additional Maintenance Service- staff, equipment & supplies (5 fields or more)	Per hour	\$70	\$80	\$70	\$80
Rich Valley Additional Maintenance Service-labor & supplies	Per hour	\$40	\$50	\$40	\$50
IGH Baseball, Softball & Soccer Association Tournament Fee	Per field/day	\$75	\$75	\$75	\$75
Local Athletic Assoc. User Fee	Per Player	\$10	\$15	\$10	\$15
Disc Golf Annual Pass	Per year	\$30	\$40	\$30	\$40
Disc Golf Daily Pass	Daily	\$5	\$5	\$5	\$5
Disc Golf Tournament	Per day	\$200	\$200	\$200	\$200
Disc Golf Tournament	Per Weekend	\$500	\$500	\$500	\$500
Mountain Bike Course	Per Day			\$500	\$500

- \*Requires damage deposit
- \*\*Fee replaces the agreement that expired in 2009 to build Rich Valley Athletic Complex. Revenue generated can be used on a project that would benefit youth athletics and the City. The project would be agreed upon between staff and the association and approved by the Council.
- Fees include tax
- Manager has discretion to negotiate off peak time usage rates

## Inver Wood Golf Course

Item	Frequency	2013 Resident	2013 Non-Res	2014 Resident Proposed	2014 Non-Res Proposed
Pull Cart Rental	Per Round	\$3.75		\$3.75	
Patron Card	Per Season	\$25	\$40	\$30	\$45
Driving Range Balls-Large	Per Bucket	\$8		\$8	
Driving Range Balls-Medium	Per Bucket	\$5		\$5	
Weekday	18 Hole Green Fee	\$30		\$31	
Mon - Thur	9 Hole Green Fee	\$17		\$17.50	
7 am to 5 pm	Patron 18 Green Fee	\$25		\$26	
Sat - Sun	Patron 9 Green Fee	\$15		\$15.50	
Noon to 5 pm	Sr/Jr 18 Green Fee	\$20		\$20.50	
	Sr/Jr 9 Green Fee	\$11		\$11.50	
	Executive Green Fee	\$14		\$14.50	
	Patron Exec Green Fee	\$11		\$11.50	
	Sr/Jr Exec Green Fee	\$9		\$9.50	
Weekend	18 Hole Green Fee	\$39		\$40	
Friday	9 Hole Green Fee	\$24		\$25	
Noon to 5 pm	Patron 18 Green Fee	\$32		\$33	
Sat - Sun	Patron 9 Green Fee	\$18		\$18.50	
6 am to Noon	Sr/Jr 18 Green Fee	\$24		\$25	
	Sr/Jr 9 Green Fee	\$15		\$15.50	
	Executive Green Fee	17		\$17.50	
	Patron Exec Green Fee	\$14		\$14.50	
	Sr/Jr Exec Green Fee	\$9		\$9.50	
Golf Car	18 Hole Car Fee	\$17		\$17.50	
Rentals	9 Hole Car Fee	\$10		\$10.50	
	Executive Car Fee	\$6		\$6.50	
	Sr. 18 Hole Car Fee	\$12		\$12.50	
	Sr. 9 Hole Car Fee	\$8		\$8.50	
	Sr. Exec Car Fee	\$5		\$5.50	
Evening	Twilight Green Fee	\$24		\$25	
5 pm to end	Patron Twilight Green Fee	\$20		\$20.50	
	Sr/Jr Twilight Green Fee	\$16		\$16.50	
	Twilight Car Fee	\$14		\$14.50	
	Sr. Twilight Car Fee	\$10		\$10.50	
Advertised/Promotional	18 Hole Green Fee	\$22		\$22	
Young Adult	9 Hole Green Fee	\$13		\$13	
	Executive Green Fee	\$10		\$10	
	18 Hole Car Fee	\$11		\$11	
	9 Hole Car Fee	\$7		\$7	
	Executive Car Fee	\$4		\$4	

- All fees include tax

## VMCC/Grove

Item	Frequency	2013 Resident	2013 Non-Res	2014 Resident Proposed	2014 Non-Res Proposed
National Guard Room A, B, C	Per Hour	\$28	\$38	\$28	\$38
Community Room 1, 2, 3	Per Hour	\$32	\$42	\$32	\$42
Community Room Kitchen	Per day	\$25		\$25	
PA System	Per day	\$25		\$25	
Screen	Per day	\$15		\$15	
TV/DVD/Projector	Per day	\$25		\$25	
Easel	Per day	\$10	\$10	\$10	\$10
Room Rental Attendant	Per Hour	\$30		\$30	
Gymnasium – Athletic	Per Hour	\$55	\$70	\$55	\$70
Gymnasium – Weekday (M-F)	Per Hour	\$75	\$85	\$75	\$85
Gymnasium - Weekend (Sat-Sun)	Per Block (6hrs or less)	\$75	\$85	\$75	\$85
Gymnasium - Weekend (Sat.-Sun)	Full Day	\$630	\$895	\$630	\$895
Gymnasium – Wedding Package A (0-300 ppl)	Per Day	\$800	\$1,100	\$800	\$1,100
Gymnasium-Wedding Package B (301 & Up ppl)	Per Day			\$1,000	\$1,300
National Guard Gym Kitchen	Per day	\$75		\$75	
West Rink-Turf	Per Hour	\$75		\$80	
Lock-In	Per Person	\$30		\$30	
Membership – Single Enrollment Fee	One-Time	\$49	\$59	\$49	\$59
Membership – Dual Enrollment Fee	One-Time	\$49	\$59	\$49	\$59
Membership – Household Enrollment Fee	One-Time	\$49	\$59	\$49	\$59
Membership – Senior (60+)	Annual	\$438		\$438	
Membership – Single	Annual	\$571		\$571	
Membership – Dual	Annual	\$775		\$775	
Membership – Household (up to 6)	Annual	\$898		\$898	
Membership – PCA added to household	Annual	\$192		\$192	
Membership – Senior (60+)	Monthly	\$43		\$43	
Membership – Single	Monthly	\$56		\$56	
Membership – Dual	Monthly	\$76		\$76	
Membership – Household (up to 6)	Monthly	\$88		\$88	
Membership – PCA added to household	Monthly	\$16		\$16	
City Emp. Membership – Senior (60+)	Monthly	\$35		\$35	
City Emp. Membership – Single	Monthly	\$45		\$45	
City Emp. Membership – Dual	Monthly	\$65		\$65	
City Emp. Membership – Household	Monthly	\$75		\$75	
Corporate Membership – Senior	Monthly	\$39		\$39	
Corporate Membership – Single	Monthly	\$51		\$51	
Corporate Membership - Dual	Monthly	\$69		\$69	
Corporate Membership - Household	Monthly	\$80		\$80	
Military Active - Single	Monthly	\$45		\$45	
Military Active – Senior	Monthly	\$35		\$35	
Military Active – Dual	Monthly	\$65		\$65	

Military Active – Household	Monthly	\$75		\$75	
Military Vet – Senior	Monthly	\$39		\$39	
Military Vet – Single	Monthly	\$51		\$51	
Military Vet – Dual	Monthly	\$69		\$69	
Military Vet – Household	Monthly	\$80		\$80	
Daily Admission after 5:30pm (waterpark)	Daily	\$4		\$4	
Daily Admission after 8 pm (fitness center)	Daily	\$4		\$4	
Daily Admission – Youth/Senior	Daily	\$7.50		\$7.50	
Daily Admission – Adult	Daily	\$7.50		\$7.50	
Daily Admission – Household	Daily	\$19.50		\$20	
10-time Pass – Youth/Senior	10 Visits	\$61		\$65	
10-time Pass – Adult	10 Visits	\$66		\$70	
10-time Pass – Household	10 Visits	\$165		\$170	
ATM Transaction Fee	Per Transaction	\$3		\$3	
Open Gym	Daily	\$3		\$3	
Open Gym – Members	Daily	Free		Free	
Open Skate – adults (18 & older)	Daily	\$5		\$5	
Open Skate – children (17 & under)	Daily	\$4		\$4	
Open Skate – Members	Daily	Free		Free	
10-time Pass (Open Skate)	10 Visits	\$45		\$45	
10-time Pass (Open Hockey)	10 Visits	\$54		\$54	
Skate Rental	Daily	\$2		\$2	
Skate Sharpening	Daily	\$4		\$4	
Open Hockey	Daily	\$6		\$6	
Towel Rental	Daily	\$1		\$1	
Lock Rental	Daily	\$1		\$1	
Locker Rental (small)	Annual	\$100		\$100	
Locker Rental (large)	Annual	\$200		\$200	
Locker Rental (small)	Monthly	\$11		\$11	
Locker Rental (large)	Monthly	\$22		\$22	
Dry Land Use	Per Hour	\$20	\$25	\$20	\$25
Leisure Pool	Per Hour	\$450	\$450	\$450	\$450
Lap Pool	Per Hour	\$90	\$90	\$90	\$90
Diving Well	Per Hour	\$65	\$65	\$65	\$65
Swim Event (Lap and Diving)	Per Hour	\$125	\$125	\$125	\$125
Lifejacket	Per use	\$1	\$1	\$1	\$1

- All month-to-month members can receive a 15% discount off 12 months paid in full (fee listed reflects discount)
- All fees include tax
- Pool rentals includes lifeguard fee(s)
- Swim Event rental does not include lifeguard fee(s)
- Employee membership rates are also available to City Council members and active Commission members.
- Seasonal staff working at the VMCC is afforded free use of the facility if they have worked the previous pay period; this does not include their spouse or family members.

ICE TIME	Monday – Friday		Saturday & Sunday	
	Prime	Non Prime	Prime	Non Prime
	3:00pm – 9:59pm	Before 3:00pm and after 10pm	7:00am – 8:59pm	Before 7:00am and after 9:00pm
October 1, 2013 – March 12, 2014	\$200	\$135	\$200	\$135
	Monday – Friday		Saturday & Sunday	
	Prime	Non Prime	Prime	Non Prime
	5:00pm – 8:59pm	Before 5:00pm and after 9:00pm	9:00am – 7:59pm	Before 9:00am and after 8:00pm
March 13, 2014 – September 30, 2014	\$135	\$120	\$135	\$120

- \* - Certain restrictions apply to availability, reservations, and terms of usage.
- Fees do not include tax
- Manager has discretion to negotiate early and late ice time rates

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COMMISSION ACTION**

Review 2014 Proposed Park and Recreation Operational Budget(s)

---

Meeting Date: November 13, 2013  
 Item Type: Administrative Presentations  
 Contact: Eric Carlson – 651.450.2587  
 Prepared by: Eric Carlson  
 Reviewed by: Mark Borgwardt  
 Tracy Petersen/Bethany Adams  
 Al McMurchie

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

Information provided to the Commission is for review purposes only.

**SUMMARY**

Attached is a copy of the 2014 proposed budget for Recreation, Park Maintenance, Inver Wood Golf Course, and the Veterans Memorial Community Center. Highlights include:

**Recreation**

- Personnel increase of \$11,500 due to wage/benefit of current staff, no additional FTE’s requested
- Allocation decrease of \$1,500
- No significant program changes proposed in the 2014 Budget

**Parks**

- Personnel increase of \$42,900 due to wage/benefit of current staff, no additional FTE’s requested
- Allocation increase of \$64,300
- With the exception of wage/benefit/allocation changes, Park Maintenance Budget has been flat (0% increase) for the last few years.

**Inver Wood Golf Course**

- Personnel increase of \$23,700 due to wage/benefit of current staff, no additional FTE’s requested
- Allocation decrease of \$25,100
- In 2010 rates were lowered in response to Global Golf Advisors report
  - 2009 revenue/round \$30.43
  - 2010 \$28.24
  - 2011 \$27.71
- Rates were increased in 2012 as we strategically increased our rates and removed discounting in key areas so we could begin to recover from the discounting.
  - 2012 revenue/round was \$29.69
  - 2013 is anticipated to be in excess of \$30.00
- Rate increase of 4% equals a dollar (fee is rounded) on the higher fees; Lower end fees equal \$0.50 (fee is rounded)
- No depreciation (non-cash item)
- No capital equipment purchases in 2014
- Capital improvement of \$135,000 to complete sod repair to finalize cart path replacement program and improvements to driving range to protect Zschokke Property (house) at end of the driving range
- 80,000 visitors annually
- Any revenue generated over expenses should be reserved to assist in funding future capital improvement and equipment needs of Inver Wood

## **Veterans Memorial Community Center**

- Personnel increase of \$66,600 due to wage/benefit of current staff, 0.49 additional Seasonal FTE's requested to cover additional fitness and guest service needs
- Allocation increase of \$20,900
- Between 2007 and 2012 we have experienced a 64% increase in people using the facility (average of 225 additional visitors per day)
- Assumes ISD 199 is paying for practice ice and their \$100,000 payment...last payment to be made on December 15, 2014.
- Continue to invest in improvements to the facility (painting, pumps, heat exchangers, fitness equipment, arena flooring)

# 2014 Proposed Recreation Operating Budget

## REVENUE SUMMARY

Revenues	2011 Budget	2012 Budget	2013 Budget	2014 Department Request
Charges for Services	\$247,800	\$252,100	\$248,100	\$241,700
Miscellaneous	\$8,000	\$6,500	\$8,500	\$8,500
Other Sources	\$486,500	\$495,200	\$410,100	\$411,600
<b>Total</b>	<b>\$742,300</b>	<b>\$753,800</b>	<b>\$666,700</b>	<b>\$661,800</b>

## EXPENDITURE SUMMARY

Expenditures	2011 Budget	2012 Budget	2013 Budget	2014 Department Request
Personnel Services	\$508,900	\$519,200	\$441,900	\$453,400
Professional/Technical	\$39,600	\$39,000	\$36,700	\$35,000
Purchased Services	\$58,100	\$56,100	\$57,000	\$60,500
Other Services	\$38,700	\$37,100	\$35,500	\$30,600
Supplies	\$91,300	\$96,300	\$89,500	\$77,200
Other Expenses	\$5,700	\$6,100	\$6,100	\$5,100
<b>Total</b>	<b>\$742,300</b>	<b>\$753,800</b>	<b>\$666,700</b>	<b>\$661,800</b>

Cost Recovery	2011 Budget	2012 Budget	2013 Budget	2014 Department Request
Net Gain (Loss)	(\$486,500)	(\$495,200)	(\$410,100)	(\$411,600)
Percentage	34%	34%	38%	38%

## BUDGET HIGHLIGHTS

- Personnel increase of \$11,500 due to wage/benefit of current staff, no additional FTE's requested
- Allocation decrease of \$1,500
- No significant program changes proposed in the 2014 Budget

## POSITION INVENTORY

	2011 FTE Budget	2012 FTE Budget	2013 FTE Budget	2014 FTE Budget
Benefited Employees	4.88	4.88	4.5	4.5
Seasonal Non-Benefited Employees	1.9	1.9	1.5	1.5
<b>Total FTE's</b>	<b>6.78</b>	<b>6.78</b>	<b>6.0</b>	<b>6.0</b>

## 2014 Proposed Park Maintenance Operation Budget

### EXPENDITURE SUMMARY

Expenditures	2011 Adopted Budget	2012 Adopted Budget	2013 Adopted Budget	2014 Department Request
Personnel Services	\$823,900	\$823,900	\$847,700	\$895,200
Professional/Technical	<b>\$38,100</b>	<b>\$38,100</b>	\$29,100	\$32,500
Purchased Services	\$468,100	\$468,100	\$468,100	\$505,900
Other Services	\$80,700	\$80,700	\$93,700	\$112,900
Supplies	\$147,200	\$147,200	\$163,000	\$170,100
Other Expenses	<b>\$27,000</b>	<b>\$27,000</b>	<b>\$27,000</b>	<b>\$27,000</b>
<b>Total</b>	<b>\$1,585,000</b>	<b>\$1,585,000</b>	<b>\$1,628,600</b>	<b>\$1,743,500</b>

### BUDGET HIGHLIGHTS

- Personnel increase of \$47,500 due to wage/benefit of current staff, no additional FTE's requested
- Allocation increase of \$64,300
- With the exception of wage/benefit/allocation changes, Park Maintenance Budget has been flat (0% increase) since 2009.

### POSITION INVENTORY

	2011 FTE Budget	2012 FTE Budget	2013 FTE Budget	2014 FTE Budget
Benefited Employees	8.74	8.74	8.74	8.74
Seasonal Maintenance — Parks	2.77	2.77	2.77	2.6
<b>Total FTE's</b>	<b>11.51</b>	<b>11.51</b>	<b>11.51</b>	<b>11.34</b>

# 2014 Proposed Inver Wood Operating Budget

## REVENUE SUMMARY

Revenues	2011 Adopted Budget (Enterprise Fund)	2012 Adopted Budget (Enterprise Fund)	2014 Department Request (Special Revenue Fund)
Charges for Services	\$1,541,600	\$1,480,600	\$1,586,600
Miscellaneous	\$5,000	\$5,000	
Other Sources	\$779,200	\$755,200	\$67,000
<b>Total</b>	<b>\$2,325,800</b>	<b>\$2,240,800</b>	<b>\$1,653,600</b>

## EXPENSE SUMMARY

Expenses	2011 Adopted Budget (Enterprise Fund)	2012 Adopted Budget (Enterprise Fund)	2014 Department Request (Special Revenue Fund)
Personnel Services	\$924,900	\$953,300	\$948,600
Professional/Technical	\$300	\$300	\$3,500
Purchased Services	\$105,200	\$101,700	\$104,000
Other Services	\$120,500	\$106,500	\$74,700
Supplies	\$171,800	\$202,900	\$207,100
Other Expenses	\$292,200	\$393,600	\$41,700
Cost of Sales	\$119,300		\$109,500
Capital Outlay	\$60,000	\$425,000	\$135,000
Debt Service	\$458,800	\$57,500	\$29,500
Transfers	\$72,800		
<b>Total</b>	<b>\$2,325,800</b>	<b>\$2,240,800</b>	<b>\$1,653,600</b>

## BUDGET HIGHLIGHTS

- Personnel increase of \$23,700 due to wage/benefit of current staff, no additional FTE's requested
- Allocation decrease of \$25,100
- In 2010 rates were lowered in response to Global Golf Advisors report
  - 2009 revenue/round \$30.43
  - 2010 \$28.24
  - 2011 \$27.71
- Rates were increased in 2012 as we strategically increased our rates and removed discounting in key areas so we could begin to recover from the discounting.
  - 2012 revenue/round was \$29.69
  - 2013 is anticipated to be in excess of \$30.00
- Rate increase of 4% equals a dollar (fee is rounded) on the higher fees; Lower end fees equal \$0.50 (fee is rounded)
- No depreciation (non-cash item)
- No capital equipment purchases in 2014
- Capital improvement of \$135,000 to complete sod repair to finalize cart path replacement program and improvements to driving range to protect Zschokke Property (house) at end of the driving range
- 80,000 visitors annually
- Any revenue generated over expenses should be reserved to assist in funding future capital improvement and equipment needs of Inver Wood

## POSITION INVENTORY

	2011 FTE Budget	2012 FTE Budget	2013 FTE Budget	2014 FTE Budget
<b>Benefited Employees</b>	9	9	8	7.61
<b>Seasonal Non-Benefited Employees</b>	10.71	11.1	10.6	10.4
<b>Total FTE</b>	<b>19.71</b>	<b>20.1</b>	<b>18.6</b>	<b>18.01</b>

# 2014 Proposed VMCC Operating Budget

## REVENUE SUMMARY

Revenues	2011 Budget	2012 Budget	2013 Budget	2014 Department Request
Charges for Services	\$1,982,100	\$2,001,300	\$2,021,900	\$2,054,000
Miscellaneous	\$125,200	\$129,300	\$130,600	\$130,200
Other Sources	\$1,042,100	\$906,900	\$776,200	\$814,100
<b>Total</b>	<b>\$3,149,400</b>	<b>\$3,037,500</b>	<b>\$2,928,400</b>	<b>\$2,998,300</b>

## EXPENDITURE SUMMARY

Expenditures	2011 Budget	2012 Budget	2013 Budget	2014 Department Request
Personnel Services	\$1,561,700	\$1,590,100	\$1,504,800	\$1,571,400
Professional/Technical	\$8,700	\$7,300	\$91,000	\$11,600
Purchased Services	\$617,000	\$579,500	\$579,700	\$654,500
Other Services	\$111,400	\$111,000	\$105,500	\$116,100
Supplies	\$186,600	\$199,000	\$209,600	\$227,200
Other Expenses	\$37,000	\$37,600	\$29,200	\$33,600
Capital Outlay	\$627,000	\$513,000	\$403,000	\$384,000
<b>Total</b>	<b>\$3,149,400</b>	<b>\$3,037,500</b>	<b>\$2,928,800</b>	<b>\$2,998,400</b>

Cost Recovery	2011 Budget	2012 Budget	2013 Budget	2014 Department Request
Net Gain (Loss)	(\$1,042,100)	(\$906,900)	(\$776,200)	(\$814,100)
Percentage*	84%	84%	85%	84%

\*NOT INCLUDING CAPITAL

## BUDGET HIGHLIGHTS

- Personnel increase of \$66,600 due to wage/benefit of current staff, 0.49 additional Seasonal FTE's requested to cover additional fitness and guest service needs
- Allocation increase of \$20,900
- Between 2007 and 2012 we have experienced a 64% increase in people using the facility (average of 225 additional visitors per day)
- Assumes ISD 199 is paying for practice ice and their \$100,000 payment...last payment to be made on December 15, 2014.
- Continue to invest in improvements to the facility (painting, pumps, heat exchangers, fitness equipment, arena flooring)

## POSITION INVENTORY

	2011 FTE Budget	2012 FTE Budget	2013 FTE Budget	2014 FTE Budget
Benefited Employees	12.29	11.18	11.49	11.49
Seasonal Non-Benefited Employees	21.04	22.90	21.29	21.79
<b>Total FTE's</b>	<b>33.33</b>	<b>34.08</b>	<b>32.78</b>	<b>33.28</b>

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COMMISSION ACTION

Department Happenings

---

Meeting Date: November 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.

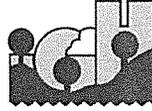
**SUMMARY**

Items included:

- Department Happenings Report
- Miscellaneous



## Parks & Recreation Department Department Happenings



### **Parks**

#### **Rock Island Swing Bridge Floodplain Restoration**

Parks provided an opportunity for a coordinated project at Swing Bridge Park floodplain forest and Heritage Village Park prairie planting. The Friends of Mississippi River and Simley High School students removed volunteer cottonwood and willow seedlings growing in prairie at north end of Heritage Village Park and transplanted them in the floodplain forest in open tree canopy south of the Rock Island Swing Bridge.

This work, facilitated and organized by the Parks Division, improved prairie and floodplain habitats while utilizing free labor and engaging the local high school with the Friends of Mississippi group.

#### **Preparation for Winter**

Parks crews have been busy preparing parks for the inevitable arrival of winter. The infield agrilime of ballfields at Southern Lakes and South Valley Parks were graded flat to facilitate building recreational ice in a timely manner. Building furnaces were checked for safe operation, cleaned and started up for season. All the hockey and skating lights were checked for safe operation.

Irrigation systems at Rich Valley, VMCC, Armory, Skate Park, Public Works, Fire Halls and 70<sup>th</sup> and Cahill were all blown out with compressor and backflow plumbing removed. Drinking fountains at Rich Valley, Skate Park, North Valley, Community Center Park were all blown out and winterized. Parking lot islands and sidewalks were staked where parks plows.

The three buildings at Rich Valley had plumbing drained of water and blown out. Series of 3 filters in water service lines installed this year performed well in removing sediment, iron and other minerals from water and prevented plumbing problems throughout busy summer season.

Posts for IGH Snowmobile Club were also installed adjacent to Rich Valley parking lot to direct snowmobiles.

#### **Fall Turf Work**

Fall is a busy time for turf maintenance in parks. Park crew did a final mowing of turf, core aerated everything one more time, topdressed turf with sand compost mix and overseeded heavily used areas like soccer and baseball fields. Annual fall broadleaf weed spraying was performed by Parks crews at Rich Valley Athletic Complex.



## Parks & Recreation Department Department Happenings



### **Monthly Playground Inspection and Repairs**

The monthly park playgrounds inspection was performed by Joe Hawkins including play structure and slide at VMCC pool. Joe has updated and improved all the playground inspections forms based on training he, Jim Gilhousen and Tony Blackbird received at CPSC playground inspector's certification course.



## Parks & Recreation Department Department Happenings



### Recreation

#### **Pickleball Partnership with WSP**

Recreation staff is working with West St. Paul's Thompson Park Activity Center on a partnership that would offer pickleball classes and a league this coming spring.

#### **Photo Contest**

The Recreation staff is looking for photos that represent why Inver Grove Heights is such a wonderful place to call home. Entries are welcome in the following categories: Natural environments, Architectural structures, People and youth entrants under 18 years old. The contest deadline is Monday, December 2. Contest rules and application can be found at [www.funatthegrove.com](http://www.funatthegrove.com)

#### **Gearing up for Basketball Season!**

Staff is gearing up for basketball season with our FUNdamental Basketball Skills classes (Grades 1-5) and Kindergarten Basketball starting in November followed by our Youth Basketball Leagues (Grades 1-4) that begin in early January.

#### **Skyview Multi-Purpose Fields Finally Ready for Use Next Spring**

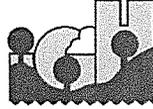
Staff will be working over the winter months with our soccer and football associations on field usage for the multi-purpose fields at Skyview. The fields will also be used for Parks and Recreation lacrosse and other sports.

#### **Holiday Events**

The Department will be offering a number of holiday events this season including Skate with Santa, Candy Cane Hunt, Holiday on Main Street and the Family New Year's Eve Party. Check the website at [www.funatthegrove.com](http://www.funatthegrove.com) for more information.



## Parks & Recreation Department Department Happenings



### **Veterans Memorial Community Center**

#### **West Ice Arena Gets a Mini- Makeover**

The west rink received a fresh coat of paint in the arena, team rooms and pro shop. In addition, new matting and benches were installed. Additional storage will also be installed to house our new turf. New signage and decorative banners will be completed in a couple of weeks.

#### **Fitness Center Gets New Strength Equipment**

The fitness center received eighteen (18) new pieces of strength equipment in October. The new equipment has received positive reviews from our members and guests.

#### **New Black Friday Bootcamp**

The Fitness Center staff is hosting a 90-minute workout on the day after Thanksgiving! Individuals may sign up as a single or in a team of four.

#### **Busy Season Underway!**

VMCC will be starting the busy season with the start of high school hockey, IGHHA youth hockey and the boy's swim season. The first high school hockey game is scheduled for November 12.

11-2-13

Thank you for hosting

"Taking Care of you Day."

At obviously required months of planning, promoting, preparing. What an ideal time of year. Young families event overwhelmed by a hundred school year. Yet it's ahead of any holiday stress.

What a terrific variety of classes & services available. From personal penancing to physical challenges, the options were spreading.

Especially impressive was the welcome extended by friendly staff.

I've been a member since the year you opened, yet I've never taken a class (I simply swim laps). Today provided me a sneak preview of kickboxing, cycling & Zumba.

One project, hasn't yet joined asked if I could recommend a trainer. I did. Claudia. I hope all the hard work invested yields four anticipated goals. Ellen LaRocca.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COMMISSION ACTION**

**Future of Our Parks Report**

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Meeting Date: November 13, 2013  
Item Type: Administrative Presentations  
Contact: Eric Carlson – 651.450.2587  
Prepared by: Eric Carlson  
Reviewed by: Mark Borgwardt  
Tracy Petersen  
Bethany Adams

**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**

The Commission set up a sub-committee consisting of Chair Al Eiden and Commissioners Mary Hapka 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.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COMMISSION ACTION**

**Commission Comments**

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Meeting Date: November 13, 2013  
Item Type: Commission 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. Commissioners are encouraged to make appropriate comments.

**SUMMARY**

None.