

**Roseville Parks and Recreation
Commission Meeting
Tuesday October 7, 2014
6:30 P.M.
Roseville City Hall
2660 Civic Center Drive**

AGENDA

- 1. Introductions**
- 2. Public Comment Invited**
- 3. Approval of Minutes of August 5, 2014**
- 4. Approval of Minutes of September 10, 2014 Tour**
- 5. Discuss Preliminary Park Building Operations**
- 6. City Council Joint Meeting Preparation**
- 7. Park and Recreation Renewal Program Status**
- 8. Staff Report**
- 9. Other**
- 10. Adjournment**

**Roseville Parks and Recreation
“Building Community through People, Parks and Programs”
www.ci.roseville.mn.us**

Be a part of the picture....get involved with your City....Volunteer.
For more information, contact Kelly at kelly.obrien@ci.roseville.mn.us or 651-792-7028.
or check our website at www.cityofroseville.com
Volunteering, a Great Way to Get Involved!

MEMORANDUM

To: Parks and Recreation Commission
From: Lonnie Brokke
Date: September 22, 2014
Re: Notes for Commission Meeting on **Tuesday, October 7, 2014**

1. Introductions

Commissioners and staff will be introduced.

2. Public Comment Invited

Public participation and public comment is encouraged. Included in your packet is an e-mail from Jackie Schroeder regarding pathways and sidewalks and snow plowing. A letter was sent acknowledging receipt as her preferred method of contact.

3. Approval of Minutes of the August 5, 2014 Meeting

Enclosed is a copy of the minutes of August 5, 2014. Please be prepared to approve or amend.

Requested Commission Action: Approve/amend meeting minutes of August 5, 2014.

4. Approval of Minutes of the September 10, 2014 Meeting

Enclosed is a copy of the minutes of September 10, 2014. Please be prepared to approve or amend.

Requested Commission Action: Approve/amend meeting minutes of September 10, 2014.

5. Discuss Preliminary Park Building Operations

As the replacement park buildings are well under construction, staff is in the process of defining operational policies and procedures. As they are being established, it is important to consider consistency with other city facilities. In your packet is a preliminary outline that continues to be developed and will be reviewed at your meeting. Please review and be prepared to offer input and advice.

Requested Commission Action: Review and provide input and advice.

6. Prepare for Joint Meeting with the City Council

At your joint meeting with the city council in June (minutes included), it was suggested and agreed that the commission have more regular contact (quarterly) with the city council.

Time has been placed on the city council Agenda for Monday, November 17, 2014 for this to occur. This is an opportunity for the commission to provide updates, discuss specific topics of interests and seek guidance.

Some topics of future interest may include the deer population, community center (included in your packet is a community center section from the master plan), volunteers, Evergreen Park and the Historical Society use, golf course operations, Emerald Ash Borer or other topics of interest to the commission, city council and community.

Requested Commission Action: Review and discuss topics and approach for joint meeting.

7. **Park and Recreation Renewal Program Status**

Included in your packet is a matrix of Renewal Program projects and current status. It is work in progress and will be a tool designed to keep the commission, city council and community up to date over the next couple of years. Please let us know if you feel it is helpful or what improvements can be made.

Any additional progress on the Renewal Program will be reported at the meeting.

Comments, questions and suggestions from the commission are welcome and encouraged.

Requested Commission Action: Discuss progress and provide input into the projects status matrix.

8. **Staff Report**

Possible Future Agenda Topics:

1. Deer Population Discussion
2. Cedarholm Golf Course
3. Evergreen Park – Historical Society
4. Community Center
5. Volunteers
6. Emerald Ash Borer
7. Natural Resource efforts

Parks and Recreation Youth Commission Representative

One youth representative applicant has been received. We have contacted the applicant to determine a time for Chair Holt and I to discuss the position with the applicant. This will be done as soon as possible.

9. **Other**

10. **Adjournment**

Kara Thomas

From: noreply@civicplus.com
Sent: Sunday, September 14, 2014 2:54 PM
To: *RVParksCommission
Subject: Online Form Submittal: Contact Parks and Recreation Commission

The following form was submitted via your website: Contact Parks and Recreation Commission

Subject:: I would like to comment on the maintenance of sidewalks in Roseville during our snowy winters.

Name:: Jackie Schroeder
Address:: 2646 Matilda St
City:: Roseville
State: : MN
Zip:: 55113

How would you prefer to be contacted? Remember to fill in the corresponding contact information in the fields below.:
Letter Phone Number::
Email Address::

Please Share Your Comment, Question or Concern: My family uses the sidewalk on the south side of County Rd. C on a regular basis. We use it to get to and from the Acorn Park pathways, to shop at the stores at County Rd. C and Rice St., and to catch the city buses that run down Rice St. and stop at Country Rd. C. During the winter months after the snow has started to fall, we find the sidewalk along County Rd. C very dangerous to use. The equipment being used to clear snow from the sidewalk is not cleaning the sidewalk down to the concrete. Over time the several inches of snow left on the sidewalk starts to melt, people are walking on the wet snow leaving deep footprints in the wet snow, the snow and water freezes thus making it very dangerous to walk on the sidewalk. Another hazard is that the county comes by several times and plows County Rd. C and Roseville does not come by after every county plow job and plow the snow the county has pushed onto the sidewalk again. This goes on all winter. This type of snow removal is not acceptable to us when we shovel and plow our own personal sidewalks and driveway and should not be acceptable to you on city owned sidewalks that we use to get around.

During winter we personally choose to walk north down Matilda St. to Iona and east on Iona to Woodhill and south on Woodhill to cut through the North Heights Church parking lot and walk their sidewalk to the bus stops and stores at County Rd. C and Rice St. Unfortunately we should not have to walk on private property to get where we need to go when the city has sidewalks. We choose to walk the quieter city streets without sidewalks for our exercise walks during winter as well, as they are cleaned down to the blacktop and not dangerous. I have seen many people walking down County Rd. C in the roadway because they are not able to use the sidewalk. This is very dangerous in itself as numerous cars are not moving over for them, the snow is piled so high from the plowing of County Rd. C that they could not jump out of the way if they wanted to if cars would get too close to them. Some people are even choosing to walk with traffic (even more stupid on their part) and not into traffic so they can at least see cars coming at them and try to get out of their way.

Occasionally, when we want peace and quiet during our winter walks, we will struggle our way over to Acorn Park as we know the pathways are clear once we get into the park. That brings up another matter, why are the paths inside Acorn Park plowed before the sidewalks to get to the park paths are plowed, even for the first time?

My family has brought the sidewalks matter to the attention of both Duane Schwartz and Lonnie Brokke, but have been told the equipment the city uses to clean the sidewalk along County Rd. C will not clean down to the concrete without

damaging the cutting edge on their equipment. It disturbs us that sidewalks are now being installed along County Rd. B2 and County Rd. D in time to make those stretches of sidewalk dangerous for walkers this winter as well. I feel there is a lawsuit waiting to happen someday because somebody is killed or injured because our city did not maintain the sidewalks. We cannot afford this. Residents have been told that the city will plow the sidewalks in winter, but what good does it do to spend the employee's time and department money when you cannot plow them so people can safely use them.

I would like to suggest the city allow their employees to remove the wear shoes on the snow blower and plow equipment and replace the cutting edge when they wear out, or buy the right kind of equipment that would allow employees to plow the sidewalks and remove all the snow from them. Plus coordinate with the county when they plow County Rd. C and Roseville then replot the sidewalks after that. Cities that make the residents clear snow from sidewalks in front of their homes do not allow this type of behavior to happen and you shouldn't allow this to happen on sidewalks the city takes care of either.

Maybe we should rethink what the suburbs are and not make us like St. Paul or Minneapolis. Some of us moved out to Roseville, formally the land of no sidewalks, to get away from all that. If we are going to have sidewalks, and continue to put more sidewalks in, the city needs to have the proper resources like equipment, time, and money to maintain them. It is our hope you will rethink how this whole process is not working well and change things, like do not construct any more sidewalks, if you do at least make them wider so trucks can plow them, have proper equipment to plow them properly, etc. so we can use the sidewalks you keep installing safely all year round. We love the sidewalks during spring, summer, and fall and hope to one day enjoy them during winter as well.

Additional Information:

Form submitted on: 9/14/2014 2:53:53 PM

Submitted from IP Address: 75.168.194.169 Referrer Page: <http://www.cityofroseville.com/index.aspx?NID=76>

Form Address: <http://www.cityofroseville.com/Forms.aspx?FID=135>

Parks and Recreation Department
lonnie.brokke@ci.roseville.mn.us
651-792-7101

September 19, 2014

Jackie Schroeder
2646 Matilda Street
Roseville, MN 55113

Dear Jackie,

I wanted to let you know that your e-mail dated September 14, 2014 to the Parks and Recreation Commission has been received and will be included in their documentation.

Thank you for your comments and suggestions. Community input is valuable to the Commission as they continue to review desired and necessary improvements to the Roseville Parks and Recreation System programs and facilities.

Sincerely,

Lonnie Brokke, C.P.R.P.
Director of Parks and Recreation

**ROSEVILLE PARKS AND RECREATION COMMISSION
DRAFT MEETING MINUTES FOR AUGUST 5, 2014
ROSEVILLE CITY HALL ~ 6:30pm**

PRESENT: Azer, Diedrick, Gelbach, D. Holt, M. Holt, Newby, Stoner
ABSENT: Doneen, Wall notified staff about being unable to attend
STAFF: Anfang, Brokke

1. INTRODUCTIONS

2. ROLL CALL/PUBLIC COMMENT

No Public Comment.

3. APPROVAL OF MINUTES – JUNE 3, 2014 MEETING

Commission Recommendation:

Minutes for the June 3, 2014 meeting were approved unanimously.

4. FOLLOW UP to the JOINT MEETING with the CITY COUNCIL

Commission Chair D. Holt looked for feedback from Commissioners on the joint meeting held earlier this summer.

- M. Holt questioned whether the Commission ever got an answer from Council Members on if they would like the Commission to continue to explore and gather information on a park board structure.
 - o Commissioners responded that they felt that a number of issues/items they have been exploring recently were still unanswered and they were uncertain to what level they should continue to invest time and energy.
 - o D. Holt responded that the Council did request the Parks & Recreation Commission meet with the Council quarterly to share additional information and findings.
 - o D. Holt also suggested that these meetings did not need to involve the entire Commission only those working on a specific goal/task.
 - o D. Holt also commented on how there is a lot going on with Parks & Recreation right now, and the most timely topic might be the community center with how it fits into recent survey findings, parks & recreation master plan and potential future implementation phase. A key piece of information for the community center discussion is the financial aspects and this might be the best place for the Commission to focus their work at this time.
 - o Brokke offered to pull together information on past Community Center efforts and current survey findings to help frame the discussion.
 - o T. Newby added that he felt the Council was looking for more concrete information that could help guide their discussions and decision process.
 - o Brokke will work with City Manager Trudgeon & Commission Chair D. Holt to schedule a joint meeting.

5. PARKS AND RECREATION RENEWAL PROGRAM STATUS

Brokke updated the commission on Renewal Program Projects:

- Work is progressing on the Park Buildings in Lexington, Sandcastle and Villa Parks.
 - o The Friends of Lexington Park will be adding a climbing feature to the play area in Lexington Park. They have a good portion of the funding secured but are still looking for community partners or others to help cover the costs of this addition. It

is hoped that the Climbing Rock will be installed in time to coincide with the opening of the new park building this fall.

- o D. Holt inquired into how the Best Value Process has been working.
 - Brokke responded that so far the process is working good and has brought contractors together, as it should. It is new to all so will continue to evaluate.

- Playgrounds at Howard Johnson, Langton Lake @ County Road C2 and Materion Parks
 - o Brokke shared pictures from the community celebrations at each park recognizing the completion of the playgrounds.
- Tennis Court Renovation
 - o Work has begun on the courts at Howard Johnson and Pocahontas Parks. These court projects will be using a process that reclaims some of the court surface for the base of the renovated courts.
- County Road B2 Sidewalk
 - o Concrete has been poured from Lexington to Victoria.
- Skating Center Exterior Painting & Improvements
 - o Contractor has been secured and exterior painting is expected to take place in late August.
- Nature Center
 - o Work has begun on the exterior.
 - o Boardwalk is currently being built off-site and will be installed this fall and winter.
- Lake Bennett Lighting
 - o Work will begin toward the end of August.
- Field Improvements at Evergreen Park and Central Park Victoria
 - o Work is scheduled to begin next month on 2 fields at Evergreen and 4 fields at Central Park.
- Disc Golf Improvements
 - o First nine holes will be worked on this fall with the 2nd nine being completed in the spring.
- Natural Resources
 - o Contractor working on additional grants to help expand Renewal Program funding for Natural Resource projects.
- Irrigation Improvements
 - o Staff will be bringing this package back to the Council at an upcoming meeting due to the selected contractor not being able to work out an agreement because they were not able to secure the required 3-year bond.

6. **CONSIDER TOUR in SEPTEMBER**

Commission agreed to adjust their traditional meeting night to Wednesday, September 10 and meet earlier at 5:30pm to accommodate their annual park tour.

7. **STAFF REPORT**

Anfang reported on recent communication efforts:

- Shared a draft copy of the sign that will be posted at each park building site. Sign will include sketch of building exterior, floor plan, contact information and web location for more information.
- Social Media Update. Recent Facebook posts have received good response and are demonstrating the potential to reach a strong number of community members. 2 posts added between July 31 & August 2 had reached over 1350 people.

- Roseville will be launching a new website this fall. Staff are really excited about the potential the new site will have and look for improved usability.
- Parks & Recreation will be hosting a community playground build at Langton Lake Park (adjacent to the ball fields) on September 6. Kelly O'Brien, Roseville Volunteer Coordinator, is working to secure volunteers for this event.

Brokke reported;

- Youth Commissioner, Chloe Boehm has graduated. We will be working to fill the student representative position over the next couple of months.
- Council Updates:
 - o Staff are working to address Council's request to outfit new buildings with electronic access capabilities, security cameras and network connectivity. Staff will be taking network connectivity information to the Council for their consideration next week.
- Staff have continued discussions on the Mounds View school district property adjacent to Autumn Grove Park. Council will be asked to extend the original purchase agreement to continue due diligence to learn more about the ground conditions.
- The City Manager has presented his budget, items of interest related to Parks & Recreation include;
 - o Recommendation of a full-time forestry position with an emphasis on tree preservation and work in collaboration with Community Development.
 - o \$25,000 to address EAB issues.
 - o Additional funding to support maintenance needs for the new park buildings.

8. OTHER

- M. Holt updated the Commission on the upcoming FORParks event, Tapped and Uncorked. 20 beverage distributors have agreed to attend as well as 7 food vendors. The evening will feature music by High & Mighty and other activities.
- D. Holt recognized the recent community survey that shows a very favorable response to questions addressing Parks & Recreation initiatives.
 - o Brokke mentioned that he will provide the Commission more information on the survey findings at an upcoming meeting.

Meeting adjourned at 9:25pm

Respectfully Submitted,
Jill Anfang, Assistant Director

ROSEVILLE PARKS AND RECREATION COMMISSION
***DRAFT* TOUR MINUTES FOR SEPTEMBER 10, 2014**
ROSEVILLE CITY HALL ~ 5:30 pm

PRESENT: Doneen, Gelbach, D. Holt, M. Holt, Newby, Wall
ABSENT: Azer, Diedrick, and Stoner notified staff about being unable to attend
STAFF: Anfang, Brokke, Evenson

1. WELCOME

2. TOUR OF PARK SITES

Commission members and staff met at 5:30 pm at Roseville City Hall for a park and facility tour.

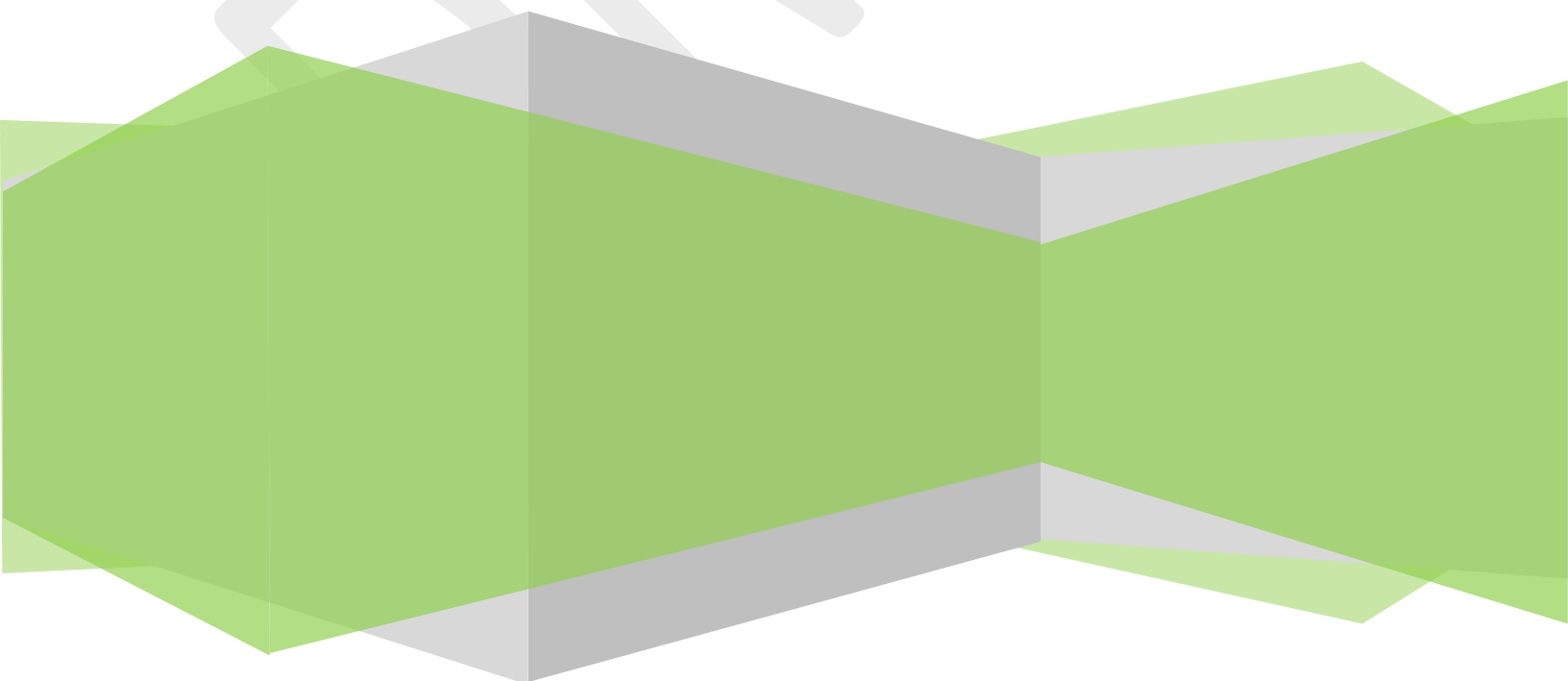
Focusing on the Renewal Program, the following sites were visited: Roseville Skating Center, Veterans Park, Howard Johnson Park, Autumn Grove Park, Oasis Park, Langton Lake Park, Sandcastle Park, Lexington Park, Villa Park, Central Park Victoria Ballfields and the B2/Victoria Street sidewalks.

Tour ended and the Parks and Recreation Commission adjourned at 7:45 pm

Respectfully Submitted,
Lonnie Brokke, Director

Roseville Community Facilities

Draft Document



Roseville Community Facilities include a wide range of facility options;

- Roseville Skating Center
 - Olympic Banquet Room
 - Rose Room
 - Fireside Room
 - Raider Room
- Roseville Cedarholm Golf Course Clubhouse
- Harriet Alexander Nature Center
 - Main level – Gathering Place & Discovery Lab
 - Lower Level – Classroom & Kitchen Lab
- Roseville Park Buildings
 - Lexington Park
 - Gathering Room
 - Multipurpose Room
 - Autumn Grove Park
 - Gathering Room
 - Multipurpose Room
 - Rosebrook Park
 - Gathering Room
 - Oasis Park
 - Gathering Room
 - Villa Park
 - Gathering Room
 - Sandcastle Park
 - Gathering Room
 - Acorn Park
 - Gathering Room
 - Muriel Sahlin Arboretum
- Central Park Shelters
 - FORParks Shelter
 - Foundation Shelter
 - Jaycees Shelter
 - Lions Shelter
 - Victoria Ballfields
- Roseville City Hall

Roseville community gathering places provide for a multitude of meeting, social and activity opportunities. The purpose of these facilities is to provide space usage for;

- Scheduled activities for Roseville Parks & Recreation
- Scheduled activities for City of Roseville departments
- Scheduled activities for Roseville community groups
- Scheduled activities for Roseville residents
- Facility rental for individual, local organization & business community use
- Additional activities approved by the parks & recreation department

Roseville Community Facilities Policies

A. Purpose

Roseville Community Facilities shall be used to provide community social, recreational & public interest activities and to provide financial support for the operations of Roseville Parks & Recreation divisions (Roseville Skating Center, Cedarholm Golf Course, Harriet Alexander Nature Center, and Recreation)

B. Scheduling

The scheduling policy shall include the following priority ranking:

- a. City of Roseville activities
- b. Monday through Thursday, Roseville community groups (groups affiliated with Roseville Parks & Recreation or who have 50% or more Roseville members and have scheduled at least 3-months in advance). On occasion, community groups may be re-scheduled to another facility with at least 2-weeks notice. (These relocated groups are not charged for their facility use)
- c. Friday through Sunday, rental groups
- d. Friday through Sunday, community groups scheduled more than 1 week in advance

C. Hours of Operation

- Roseville Skating Center rooms may be rented from 8am to 1am unless otherwise authorized by the Director of Parks & Recreation (or designee).
- Cedarholm Golf Course may be rented from **from ????** to **to ????** unless otherwise authorized by the Director of Parks & Recreation (or designee).
- Harriet Alexander Nature Center may be rented from 8am to 1am unless otherwise authorized by the Director of Parks & Recreation (or designee).
- Roseville Park Buildings may be rented from 8am to 1am unless otherwise authorized by the Director of Parks & Recreation (or designee).
- Central Park Shelters may be rented from 9am to 10pm unless otherwise authorized by the Director of Parks & Recreation (or designee).
- Roseville City Hall may be rented from 8am to 10pm unless otherwise authorized by the Director of Parks & Recreation (or designee).

D. Staffing

Adequate and appropriate staff will be provided to insure cleanliness, safety and customer satisfaction. This may include regular, temporary, contract employees or volunteers. Staffing may not be included for non-fee events; this shall be determined by the Director of parks & Recreation (or designee).

E. Rental Rates

Facility fees and charges are reviewed on an annual basis as part of the City of Roseville budget process. Fees are set with consideration to the overall "Roseville Community Facilities" group and local market fee base. Facility charges are meant to contribute to the direct costs of operation.

There shall be two categories of rates; (1) Roseville residents and Roseville businesses and (2) all others.

F. Liability

The permit holder shall be liable for all conduct of their group. This includes any damage, loss or breakage as a result of this conduct. Groups may be required to provide a certificate of insurance naming the City of Roseville as additional insured.

99 **G. Rental Deposit, Final Payment, Damage Deposit, Key Deposit & Refund Policy**

100 Deposit, payment and refund policy are specific to each venue and include department commonalities.

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102 • ***Roseville Skating Center:***

- 103 o A reservation is not guaranteed until a deposit of 50% of the room rental cost is received.
- 104 o Reservations will not be accepted without the required deposit.
- 105 o The balance of rental fee is due no less than fourteen (14) days prior to the event.
- 106 o The renter may cancel a reservation by giving written notice to the Roseville Skating
- 107 Center.
- 108 o If a written notice is received thirty (30) days or more prior to the date of the event, 50%
- 109 of the deposit will be refunded.
- 110 o A damage deposit is due no later than fourteen (14) days prior to the event.
- 111 o Pending a post-event review by staff, the deposit will be refunded within 10 days of the
- 112 event.
- 113 o The Director of Parks and Recreation (or designee) may waive the damage deposit.
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115 • ***Cedarholm Golf Course:***

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117 • ***Harriet Alexander Nature Center:***

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119 • ***Roseville Park Buildings:***

- 120 o Payment in full is required at the time of reservation.
- 121 o \$7 administrative fee is charged for any changes made after the original rental permit has
- 122 been issued
- 123 o Refunds, less a \$10 administrative fee are issued on cancellations made 46 or more days
- 124 prior to scheduled reservation
- 125 o 50% refund will be issued for cancellations made 30 or more days prior to scheduled
- 126 reservation
- 127 o No refunds will be issued for cancellations made less than 30 days prior to scheduled
- 128 reservation
- 129 o Refunds granted for weather conditions when deemed severe (e.g. tornado, excessive
- 130 snow)
- 131 o A damage deposit is due no later than fourteen (14) days prior to the event.
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133 • ***Roseville Park Shelters:***

- 134 o Payment in full is required at the time of reservation.
- 135 o \$25 key deposit due at time of reservation.
- 136 ▪ Key deposit refunded following the timely return of the key
- 137 o \$7 administrative fee is charged for any changes made after the original rental permit has
- 138 been issued
- 139 o Refunds, less a \$10 administrative fee are issued on cancellations made 46 or more days
- 140 prior to scheduled reservation
- 141 o Refunds, less \$35 for half day, \$45 for full day fee, will be issued for cancellations made
- 142 11-45 days prior to scheduled reservation

- o No refunds will be issued for cancellations made 10 or fewer days prior to scheduled reservation
- o No refunds issued for weather conditions other than those deemed severe (e.g. tornado)

- **Roseville City Hall:**

H. No Tobacco or Vapor Use

There will be no use of tobacco or vapor products at any City of Roseville Community Facility. This is consistent with City of Roseville Ordinance.

I. Alcohol Policy

Alcohol policies are specific to each venue and include department commonalities.

- **Roseville Skating Center:** The City of Roseville allows liquor to be dispensed within the Roseville Skating Center under the following conditions:
 - o Beverage alcohol can be served and consumed in the community rooms **only** when approved by the Director (or designee) of Parks and Recreation. Absolutely **NO ALCOHOL** is allowed outside the community rooms. The no alcohol areas include the, Arena, OVAL and all lounge and locker room areas. Beverage alcohol can be dispensed only to person's twenty-one years of age or older that are attending the event for which the liquor is being served.
 - o Any deviation from the above policy will result in the forfeiture of all fees and permanent suspension from using the Skating Center facilities. Any violation of this policy and other Roseville, State of Minnesota or Federal laws by the caterer may result in a cancellation of the contract with the caterer. Any caterer with a state license or a liquor license in a community that physically adjoins Roseville may serve alcohol. **A copy of the legal license and dram shop insurance must be on file with the Roseville Skating Center 2 weeks prior to the event**
 - o At all events where alcohol is served, an off duty Roseville Police Officer must be hired and in attendance from the time the bar opens until it closes and all alcohol is either consumed or disposed.
 - o In addition, the renter will pay the hourly costs of the Police Officer. Payment will be in the form of Cashier's Check, Money Order or Cash.
- **Cedarholm Golf Course:**
- **Harriet Alexander Nature Center:**
At this time alcohol is not permitted at the Nature Center
- **Roseville Park Buildings:**
At this time alcohol is not permitted in Roseville Park buildings
- **Roseville Park Shelters:**
Most alcohol products are not permitted in Roseville parks. At the time of reservation, a special use permit may be requested allowing 3.2% beer in shelters during rental period.

188 J. Kitchen/Kitchenette Policy

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190 K. Other

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2015 Park Building Fee Structure

A. **Lexington & Autumn Grove Park Building**

Gathering Room Occupancy

- 48 seated at tables
- 60 classroom
- 75 not seated, reception style

Multipurpose Room Occupancy

- ?? seated at tables
- ?? classroom
- ?? not seated, reception style

Entire Facility Occupancy

- ?? seated at tables
- ?? classroom
- ?? not seated, reception style

Facility Amenities Include

- Kitchenette with Microwave, Refrigerator, serving counter with ample receptacles (Kitchenette available with Gathering Room use and Entire Facility Use)
- WiFi
- 60" video monitor
- Gas fireplace
- Tables & Chairs
- Outdoor patio seating

B. **Rosebrook Park Building**

Gathering Room Occupancy

- 40 seated at tables
- 55 classroom
- 65 not seated, reception style

Facility Amenities Include

- Kitchenette with Microwave, Refrigerator, serving counter with ample receptacles
- WiFi
- 60" video monitor
- Gas fireplace
- Tables & Chairs

C. **Oasis, Sandcastle, Villa Park Building**

Gathering Room Occupancy

- 32 seated at tables
- 50 classroom
- 60 not seated, reception style

Facility Amenities Include

- Kitchenette with Microwave, Refrigerator, serving counter with ample receptacles
- WiFi
- 50" video monitor
- Gas fireplace
- Tables & Chairs

- 290 • Outdoor patio seating
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- 292 **D. Acorn Park Building**
- 293 Gathering Room Occupancy
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- 295 **E. Muriel Sahlin Arboretum Building**

DRAFT

	Rental Rate Mon - Thurs	Resident Rental Rate Mon - Thurs	Rental Rate Fri - Sunday	Resident Rental Rate Fri - Sunday	
Park Buildings					
Lexington Park Autumn Grove Park <i>Entire Facility</i>	\$85/2 hours \$175/5 hours \$20/additional hour	\$65/2 hours \$125/5 hours \$18/additional hour	\$95/2 hours \$195/5 hours \$20/additional hour	\$75/2 hours \$150/5 hours \$18/additional hour	
Lexington Park Autumn Grove Park <i>Gathering Room</i>	\$60/2 hours \$135/5 hours \$20/additional hour	\$50/2 hours \$95/5 hours \$18/additional hour	\$70/2 hours \$150/5 hours \$20/additional hour	\$60/2 hours \$125/5 hours \$18/additional hour	
Lexington Park Autumn Grove Park <i>Multipurpose Room</i>	\$40/2 hours \$75/5 hours \$20/additional hour	\$25/2 hours \$55/5 hours \$18/additional hour	\$45/2 hours \$85/5 hours \$20/additional hour	\$35/2 hours \$50/5 hours \$18/additional hour	
Rosebrook Park <i>Gathering Room</i>	\$60/2 hours \$135/5 hours \$20/additional hour	\$50/2 hours \$95/5 hours \$18/additional hour	\$70/2 hours \$150/5 hours \$20/additional hour	\$60/2 hours \$125/5 hours \$18/additional hour	
Oasis Park Sandcastle Park Villa Park <i>Gathering Room</i>	\$50/2 hours \$115/5 hours \$20/additional hour	\$40/2 hours \$90/5 hours \$18/additional hour	\$60/2 hours \$135/5 hours \$20/additional hour	\$50/2 hours \$105/5 hours \$18/additional hour	
Acorn Park <i>Gathering Room</i>	\$25/2 hours \$50/5 hours \$10/additional hour	\$20/2 hours \$40/5 hours \$8/additional hour	\$30/2 hours \$75/5 hours \$18/additional hour	\$25/2 hours \$60/5 hours \$15/additional hour	
Muriel Sahlin Arboretum Event Staging Rooms	\$25/2 hours \$50/5 hours \$12/additional hour	\$20/2 hours \$40/5 hours \$10/additional hour	\$35/2 hours \$80/5 hours \$18/additional hour	\$30/2 hours \$75/5 hours \$15/additional hour	
Central Park Shelters					
ForParks Shelter Foundation Shelter					
Victoria Shelter					
Lions Shelter					
Frank Rog Amphitheater					
CP Muriel Sahlin Arboretum					
Arboretum Grounds					
Shirley Klaus Pavilion					

	Rental Rate Mon - Thurs	Resident Rental Rate Mon - Thurs	Rental Rate Fri - Sunday	Resident Rental Rate Fri - Sunday	
Roseville Skating Center					
Cedarholm Golf Course					
Harriet Alexander Nature Center					
Roseville City Hall					

Mayor Roe noted that this would leave the CU language requirement intact at this time; and requested staff to return with additional information and potential updating of Tables of Use at a later date.

Roll Call

Ayes: McGehee; Willmus; Laliberte; Etten; and Roe.

Nays: None.

Recess

Mayor Roe recessed the meeting at approximately 6:45 p.m. and reconvened at approximately 6:48 p.m.

10. Presentations

b. Parks and Recreation Commission Joint Meeting with the City Council

Mayor Roe welcomed commissioners and recognized Parks & Recreation Commission Chair Dave Holt. Commissioners in attendance included: Chair Holt, Commissioners Lee Diedrick, Randall Doneen, Jerry Stoner, Mary Holt, Nolan Wall, Philip Gelbach and Terrance Newby.

Various attachments were provided as part of the background and discussion items, including: Attachment A (Goals 2013-2015); Attachment B (City Attorney Opinion dated 3/14/14 - Park Board Legislation); Attachment C (Research and analysis of a Park Board dated 5/7/13); Attachment D (SWOT analysis report on Park Board dated 5/6/14); and Attachment E (Park and Recreation Commission Meeting Minutes dated 5/6/14).

Chair Holt advised that each commissioner would be speaking on various joint discussion topics as listed in the RCA.

Volunteer Coordinator/Enhanced Volunteer Participation

Commissioners Lee Diedrick and Mary Holt thanked the City Council for hiring Volunteer Coordinator, opining that it was great timing as the Parks Renewal Program was initiated, anticipating great results from coordinating volunteer efforts.

Collaboration with Public Works, Environment and Transportation Commission (PWETC)

Commissioner Doneen reported on the meeting of a subgroup of P & R and PWETC commissions to discuss pathway extensions, and the work done by the PWETC to build on the original 2008 Pathway Master Plan, along with those needs identified as part of the park constellations during the Parks Master Plan process.

Commissioner Doneen noted that it was interesting to see the difference in ranking trail and pathway priorities based on two different sets of criteria; with both groups in support of trails on County Road B2 and the trail (shoulder) connection west of Cleveland Avenue along County Road B.

Commissioner Doneen opined that overall it was a good collaborative effort and he appreciated working with the PWETC.

Communication Efforts

Commissioner Gelbach noted that he had met with Communications Manager Garry Bowman and Assistant Parks Director Jill Anfang, as well as attending a meeting of the Community Engagement Commission and discussions with Commissioner Gary Grefenberg of that group, and would continue to follow their meeting minutes. Commissioner Gelbach stressed the importance of communication efforts in including everyone in what was being done, and looked forward to a good relationship with these parties.

Commissioner Gelbach advised that he would like the Parks & Recreation Commissioners to meet more often with the City Council, similar to a schedule like the Housing& Redevelopment Authority (HRA), on a quarterly basis if possible to enhance that communication and provide more timely reports.

Chair Holt concurred, noting it went beyond communications, but would keep the City Council in the loop and up-to-date, as well as keeping the Commission on task as activities begin to move forward at a fast pace, allowing for course corrections as needed.

Parks and Recreation Renewal Program

With recent package approval by the City Council, Commissioner Stoner asked that they continue to provide feedback (e.g. wireless communications and access considerations) to tell the Commission their areas of interest.

Commissioner Stoner thanked the City Council for their attendance and support at the recent Parks Renewal Program Kick-off Event; and asked that they continue to alert the Commission to any questions and/or comments.

Natural Resources Program including Forestry

Commissioner Doneen noted the advantages of tying together the Master Plan volunteer projects, volunteer coordinator, and natural resource programs of the community. As an example, Commissioner Doneen addressed the recent Buckthorn removal project at Reservoir Woods, and removal of brush for shipping. While a small project and not well-advertised with the Commission for some reason failing on every communication resource available to them, Commissioner Doneen noted that over twenty volunteers still showed up to help. Commissioner Doneen opined that this was indicative of the importance the community placed on their natural resources in area parks and Master plan efforts to-date.

Commissioner Doneen noted that this created a concern he'd heard from the community of the need for management of those natural resources in the City environment, which they had not found active or adequate to-date; and therefore the inclusion in the Parks Renewal Program package of a specific program and the need for their restoration.

Commissioner Doneen advised that he'd long advocated that natural resource needs be funded annually to avoid big time expenses or their further degradation, through effective capitalization.

Commissioner Doneen asked that the City Council give that serious consideration moving forward, opining that some of the City's most valuable assets are its trees and forest, specifically the current dangers to Ash Trees, and the need to remove diseased trees, but also replace them not just for aesthetics, but also for their benefits for energy conservation, soils and water quality. Commissioner Doneen suggested that proactive planning be done and monies set aside annually as originally intended. Commissioner Doneen respectfully asked that the City Council include natural resources in their long-term capital improvement program (CIP).

Commissioner Doneen noted that staff had done a good job of leveraging the Department of Agriculture for funding, but in the Commission's dual capacity as the City Tree Board, they recommended moving forward from the basic Emerald Ash Borer (EAB) plan; and ramp up and plant trees in advance of any infestation. Commissioner Doneen suggested that the City move from its limited forestry efforts with a one part-time forestry employee, and opined that it would prove a wise investment to increase the position to serve as a general resource management person and provide expertise with tree preservation as the City redevelops parcels with existing mature trees. As the Tree Board, Commissioner Doneen stated that they would be more than willing to engage with the Planning Commission in cross-efforts and endeavors for a reasonable tree preservation plan.

Councilmember Willmus asked Commissioner Doneen if, in his involvement with the Natural Resources and Trail System (NRATS) portion of the Renewal Program if he saw continued work with the PWETC on some issues (e.g. water quality and tree preservation), recognizing that there were commissioners on the PWETC that were passionate about those topics as well.

Commissioner Doneen recognized that potential, but having worked with that group already, opined that his best sense was that a specific charge should be provided rather than an ongoing relationship, whether with the Parks & Recreation, PWETC, and/or Planning Commission, and at the discretion of the City Council for a specific task and recommendation.

Chair Holt concurred, noting that the NRATS was looking for a more proactive approach and specific direction from the City Council to develop action steps.

Community Center

Commissioner Terrance (Terry) Newby noted that there had been considerable discussion in the past, including public surveys in 2011 and 2014, all identifying strong public support for the idea of a community center.

Commissioner Newby opined that the next step for the Commission was guidance from the City Council as to whether they were charged with moving forward to pursue this further, or if it should remain on the back burner as not being a top priority. Given the expanse of the issue and amount of time it could consume, Commissioner Newby sought direction in relationship to the other priorities of the Commission at this time.

Over time, Councilmember Willmus noted that the City Council was aware of the interest and survey data providing a fairly consistent message from the community for a community center. Councilmember Willmus advised that he'd be interested in learning more about how the City would

propose to close the operational funding gap. Even with the City of Shoreview and Maplewood community centers, and their business models, Councilmember Willmus noted the annual financial gap (e.g. \$300,000 for Shoreview Community Center) and how those gaps could be addressed if the project were to move forward; or how to offset that gap to keep the facility going.

Councilmember McGehee noted that, as long as she'd been a resident, this had been an issue; and that was the reason for her being outspoken with the Parks Renewal Program, that the buildings should have been funneled into a community center for one building that was available and convenient for all residents. However, since that wasn't done, Councilmember McGehee noted that now instead of one area, there were six separate buildings to support, operate and maintain, even though she didn't hear that preference expressed by taxpayers and survey data. Councilmember McGehee opined that she couldn't see much hunger from the taxpayers for more bonding or increased taxes following the most recent bonding effort.

Having talked to the City of Shoreview about their apparent annual funding gap, Councilmember McGehee advised that she understood that it was a deliberate attempt to keep their membership at a price point so all residents could belong, and to continue to leave it as is and provide public support to promote those efforts. Councilmember McGehee opined that this discussion should have occurred earlier to respond to the community's wants, needs and expectations for a community center versus the buildings being constructed. While not having heard from the community at large, Councilmember McGehee opined that the 2014 survey results would indicate to her that the natural resource component was the second highest, as in the 2011 survey as well; and many things now being financed are related to maintenance issues that have been sorely neglected to-date; and reiterated her previous concerns that a maintenance plan was needed going forward.

Councilmember Laliberte recognized that this had been talked about for a long time; but noted that everyone envisioned a community center differently as to what it offered. While survey respondents indicate they want a community center, Councilmember Laliberte asked what they actually wanted, since some of those amenities may already be available in the community but not used sufficiently. In talking to a representative from the City of New Brighton recently, Councilmember Laliberte noted that they were looking at major improvements and investments to their community center, as they were finding that they lacked amenities, causing the community to go to LA Fitness, and other nicer, newer facilities. Councilmember Laliberte suggested that Roseville already had four community center-type buildings that are underutilized, and when someone wants a community, there was a need to determine what features they were seeking. Councilmember Laliberte stated that she needed a clearer picture of that, and such information would prove helpful to her future decision-making about a community center.

Councilmember Etten noted that discussion on how to fund a community center came up a few years ago, with the actual construction discussed through a local sales tax option, which has since filtered away. Councilmember Etten stated that he looked at long-term costs differently than the actual construction of a community center; with additional information needed on how to put the pieces together. As part of the Master Planning process, Councilmember Etten noted that some components were looked at, but there was no formal survey about what pieces were most valued by residents (e.g. indoor walking track); and while some of those amenities may already be in place in other facilities, recognized that some may also have certain limitations (e.g. walking track at the OVAL). Councilmember Etten opined that the important thing was to nurture all ages in the community in different ways and bring them together in a common space.

Mayor Roe echoed comments of his fellow Councilmembers, noting the difference in the upfront cost for construction and ongoing operating cost, while also understanding the high potential for a subsidy for long-term maintenance and upkeep and understanding overall benefits to the community. Regarding the City's financial picture, Mayor Roe noted that the community had just begun paying for the Park Renewal Program bonds; however, conversely they were 3-4 years from paying off the City Hall/Public Works Building improvement bonds, which may create a potential fund to cover other infrastructure needs. As a way to address local sales taxes, Mayor Roe noted that the legislature looked at regional benefits in providing tax levy support; and suggested that shifting the OVAL to that regional support as a regional facility may open up more funding to operate that and shift available funding to a community center.

Mayor Roe suggested that the Commission take those things brought forward tonight by individual Councilmembers, with the charge for them to come up with more concrete answers to look at more seriously in an effort to understand the financial impacts to residents and businesses in the community.

Councilmember Laliberte suggested having discussions with communities surrounding Roseville that had community centers and/or private enterprises providing the preferred amenities, and determine

how to partner with them, or avoid competing with those private entities. Councilmember Laliberte again opined that the past needs of the community may be met with the new park buildings under construction.

In speaking for senior citizens in the community, Councilmember McGehee opined that they didn't go to the private entities, but more often went to the community centers in Maplewood or Shoreview that were more geared to the older community with classes specific to their comfort level, further opining that those needs were not being met in the commercial environment.

Chair Holt, in recognizing the public engagement discussions through the Master Plan process, admitted that it wasn't easy to define what actual amenities were desired, since there was a multitude of interests. In addressing costs, Chair Holt advised that the Commission, as part of the Park Renewal Program, had looked at them quite extensively, and the cost of a community center as envisioned was more than the entire bonding program. Not to discount the desire and/or need for a community center, Chair Holt realistically advised that there was no funding available for one, and providing a community center was not as easy as we'd like it to be, with so many generations in the community needing to be satisfied.

Given the extensive work required, Chair Holt asked that the City Council provide direction or a charge if they wanted the Commission to further study this and return with that information. Regarding the maintenance plan comments by Councilmember McGehee, Chair Holt advised that this was an important piece of the Renewal Program to maintain what was being constructed. Chair Holt advised that the Commission had no intention of not providing for such a maintenance plan, which he hoped the City Council would support, to address planning and capitalization efforts to avoid what led to the degradation of existing facilities in the first place by lack of support. Chair Holt advised that those numbers were being developed and would be put together as part of an upcoming annual and long-term CIP.

Local Option Sales Tax

Chair Holt noted that this had been brought to the Commission in the past as a goal and as a potential funding for a community center. Chair Holt advised that the Commission was again seeking guidance from the City Council as to whether pursue the legislative process, which was also time-consuming. If the City Council wanted the Commission to look at it further this year, Chair Holt asked that they provide specific direction to the Commission as a request for more information.

Park Board Consideration

Chair Holt noted that the City Council had tasked the Commission several years ago to review and consider a Park Board versus a Commission, which had taken two years to accomplish (Attachment C - research and analysis of a Park Board dated May 7, 2013).

Commissioner Wall addressed this issue, including the necessary steps to establish a Park Board and the powers governing such a board under MN Statute, as detailed in the March 14, 2014 City Attorney opinion (Attachment B). Commissioner Nolan further referenced their discussion (Attachment D entitled, "Discussion regarding the legislative action to change from a commission to a board," dated May 6, 2014); and the subsequent motion passed unanimously that same date by seven Commission members in attendance.

Commissioner Nolan noted that this would be a significant and involved process; and asked for the City Council's consideration, or any request for additional information.

Councilmember Laliberte thanked the Commission for their work to-date, and information she'd received from watching their meetings and the information provided by the Commission, recognizing that it was well thought out. With all that being said, Councilmember Laliberte stated that she was still hesitant about creating a Park Board due to the creation of a separate taxing authority and further removed one step from residents for non-elected officials to make decisions. Councilmember Laliberte noted that she understood the rationale based on past history of why such a board was desired, but remained hesitant. Councilmember Laliberte stated that she'd prefer to meet more often with the Commission as suggested to stay on top of things of concern to them as a starting point if it was the desire of the City Council rather than establishing Park Board. Councilmember Laliberte opined if by meeting more often, especially with initiation of the Park Renewal Program projects, it would avoid the reason why a \$19 million Park Renewal Project was necessary to address things done being done when they should have been done.

Councilmember McGehee agreed with Councilmember Laliberte's comments for meeting more often, stating that she would not favor a Park Board at this time for many of those same reasons, for the need for the City Council to retain that direct relationship with residents and avoid the autonomy of a Board and its own taxing authority. Councilmember McGehee opined that parks are a resource for

the entire community, and when the Master Plan process was underway, stated that she personally supported a referendum and opined that the City failed its residents in not pursuing a referendum. Even though 3,000 people participated in the Master Plan process, Councilmember McGehee noted that this was less than 10% of the overall Roseville population; with the 2014 community survey indicating that 70% of the respondents didn't know about the Park Renewal Program, even though there were residents and the reason for them not using the parks might mean that their needs are not being met even though a large expenditure of public money had been made in the park system.

Councilmember McGehee stated that she felt strongly that more public airing of the Renewal Program was needed to determine what the real issues were, but what was being done now and the subsequent maintenance needed for those buildings, were not addressed or supported in either the 2011 or 2014 community surveys. Councilmember McGehee stated that she would like to meet more often and have more detail on the projects underway to address the different points of view of individual Councilmembers, and to have a give and take discussion about projects and ongoing maintenance, allowing the Commission and City Council to keep track of resident needs and the use of public funds to meet those needs.

After having participated for years in the public airing of issues in his former role on the Parks & Recreation Commission, Councilmember Etten opined that nothing in Roseville's history had been as well-vetted as this Park Renewal Program process. Councilmember Etten opined that to state that it hadn't gone through a public process was not correct. Councilmember Etten admitted that he had been caught off guard by community survey responses about their perceived lack of knowledge about the Renewal Program, but while not sure what had led to that, suggested that it may have been the label of the program from "Park Master Plan" to "Park Renewal Program." Given the number of meetings held in community sectors, and additional educational pieces and meetings around the program, Councilmember Etten expressed confidence that the process had been thorough and informative community-wide.

Specific to the creation of a Park Board, and the many discussions to-date, as well as requirements under the Optional Plan B City Government of Roseville, Councilmember Etten recognized that there would be a rigorous process to move such an effort forward. Councilmember Etten suggested the potential for partnering with a neighboring city (e.g. Falcon Heights and/or Lauderdale) to create a regional board, or partnership of the City and School District for joint facilities, but across levels of government and jurisdictions; giving consideration to the use of local sales taxes for that regional effort. Councilmember Etten opined that this would serve in a grander way to bring lots of pieces together to make it happen, and get a Park Board operational to work jointly with joint funding available.

Councilmember Willmus concurred with the comments of Councilmember Etten, noting that the Park Board concept originated during the Park & Recreation Master Plan process; and noted his enthusiasm to look at the concept and how it worked in other communities, and how it may provide a different path to follow. However, based on the process outlined in tonight's meeting materials, Councilmember Willmus advised that it involved a totally different path for implementation than he originally thought. Councilmember Willmus advised that he found it interesting to hear comments from his colleagues comparing this to creation of the HRA, since similar insecurities and hesitations were brought up in creating that body as well. However, Councilmember Willmus noted that many good things that had come from that collaborative planning effort that the City Council would have been hard pressed to accomplish, and had become a great advantage to the City and its residents.

Recognizing that there were many pros and cons to creation of such a Board, Councilmember Willmus noted that he disagreed that there may be less accountability, since even the HRA "similar to a Park Board" came to the City Council to approve its levy, which was the City Council's ultimate control measure. Councilmember Willmus stated that he'd like to explore further whether a partnership with other community was a feasible avenue to consider, as suggested by Councilmember Etten.

As the Commission frequently heard the City Council speak on operational efficiencies, and in looking to potential partnerships with other communities beyond shared programming currently done, and as the City continued to struggle with the question of a community center, Councilmember Willmus suggested opportunities to look to Shoreview or Maplewood for shared opportunities as well. Councilmember Willmus thanked the Commission for their work to-date on the Park Board issue and discussions, and opined that it should remain on the table as a potential option down the road.

Since this Park Board issue came up, Mayor Roe stated that he'd struggled with it, even though appreciating the work, research and comparisons done by the Commission to-date. In using the HRA comparison as a model reference, Mayor Roe opined that was a minor portion of the City's annual

budget and staffing needs compared to the significant chunk of the budget represented by the Parks & Recreation Department.

Mayor Roe stated that he also had concerns with such a significant part of the City's operations not being under direct control of the City Council, City Manager and the process used to manage the rest of the City's government. Mayor Roe noted that he found this troubling, not because he didn't think the Park Board would do a good job, but for him it created too much distinction that would create more problems than it solved. However, Mayor Roe stated that he did like the idea of joint powers agreements for specific facilities, and joint efforts and projects with other communities. Mayor Roe advised that his preference would be not to pursue establishment of a Park Board further, but to seriously look at those opportunities.

Mayor Roe noted that the City was now making significant strides in addressing previously inadequate funding of Park & Recreation maintenance and infrastructure needs, especially in getting those CIP needs out over a twenty-year span. While that process needed to continue improving, Mayor Roe opined that part of his response was based on the need to continue those efforts and recognize them in the overall funding picture. Mayor Roe stated that he liked the idea of meeting more often, and suggested that regarding the CIP projections, the natural resources component was an excellent place to address those community needs and program them accordingly.

Overall, Mayor Roe stated that his response would be to use the tools already available and to the best of our ability. In terms of a future City Council not being as responsive to Park & Recreation needs, Mayor Roe opined that they needed to be held accountable by the community as they served or sought to serve on the City Council, especially in recognizing how parks & recreation aspects fit into the overall community and were not a second-class portion of the City of Roseville.

Regarding unification efforts, Councilmember McGehee opined that parks was an important part of the community and should be considered an essential service, and planning for its needs was an integral part of the City, not off on its own. Councilmember McGehee also supported the idea of joint powers agreements, especially for the southwest portion of Roseville, who frequent the Falcon Heights community park system, given its location directly across the street, and a way to address that neighborhood's needs rather than expending funds to acquire a small and inadequate space in Roseville for that area. However, Councilmember McGehee noted that Roseville residents had no way to access that building, and it may be nice to be able to do so to provide a meeting space for residents in southwest Roseville.

Chair Holt wanted to ensure that the tone of joint meetings of the Commission and City Council were not intended to be "us" against "you," and stated his intent to change that perspective, since the Commission saw itself as an extension of and working for the City Council, given the City Council's limited time and busy agendas dissuading their ability to delve into major issues to any great depth. Chair Holt noted that the City Council tasked the Commission to research this, which they did at length, and as Councilmember McGehee stated, considered itself to be an essential service to the community and would like to be positioned as such and strongly valued throughout the community, and expressed the Commission's interest in promoting that going forward.

Commissioner Stoner stated that one of his concerns in the current system was about transparency. From his perspective, and using the community center as an example, Commissioner Stoner noted that the City Council had asked the Commission to survey the community for what they wanted, and they wanted many things, which had been reported back to the City Council; and based on the other financial needs of the City, the City Council said "No, it costs too much money." At that point, the Commission went back to the drawing board to streamline the proposal and determine what could be eliminated. However, then the taxpayer doesn't like spending money on a community center and tells the City Council that, while the other side talks to the Commission with their desire to have a center. Under that scenario, Commissioner Stoner questioned where the transparency was in that process, opining that it would be better to have all those discussions contained in one place where both sides were engaged versus a back and forth dialogue. Also, Commissioner Stoner also noted the many issues covered on a City Council agenda that limited dialogue, in addition to half of the year being devoted to the annual budget and levy process, further eliminating timely discussions and creating more problems with transparency. Commissioner Stoner spoke in support of a "one stop shop," that allow all voices to be heard and identify a specific pool of money to be spend on Parks & Recreation programs and services, and the need to then pare things back with public comment on what was kept or what was out, which would serve to keep the community happy to know that everyone wouldn't get everything they wanted.

With additional comments regarding transparency, Chair Holt concurred that it was key, and the desire of the Commission was to make the process even more transparent to the public, and that transparency was a big issue that he felt a Park Board could address from that perspective versus

the current Commission, allowing the public to see annually what was being appropriated to the Park Board. Chair Holt assured Councilmembers that their recommendation was not intended as a control issue, but simply to make things more transparent to the public, with the control obviously remaining at the City Council level, with the Park Board focused on maintaining that essential service that was valued by all.

Councilmember Laliberte stated that she didn't disagree with the transparency issue; but with previous engagement issues, she remained concerned that some decision-making would be made at the Park Board level with an empty room versus a more publicly perceived City Council meeting. Councilmember Laliberte advised that she needed to make that connection even though she wasn't confident all the engagement and communication components had been addressed sufficiently.

Specific to their research about a Park Board, Commissioner Doneen noted that they varied throughout the state, along with their duties which were established by the City Council, and asked that this be given consideration as well, if there were specific concerns or aspects that the City Council wanted to remain involved in. Commissioner Doneen noted that it wasn't a "one fits all" aspect for a Park Board, and the City Council could decide what was needed and which areas would be more of a focus of the Park Board or for the City Council.

Councilmember McGehee expressed appreciation of the Commission's work and expressed understanding of the transparency issue; reiterating her support for a referendum on this and ultimate disappointment that it was not done. Councilmember McGehee stated that she saw that as an important engagement tool to educate the public before they went to the polls, similar to the City Hall/Public Works Building referendum, with changes made to the original plan as part of that process, and openly discussed as part of the "People's City Hall." Councilmember McGehee expressed her strong support of that process, but was unsure how to fit that into the operation of a Park Board. From her perspective with large expenditures of public funds, Councilmember McGehee opined that it was critical to have a referendum to engage citizens and their opportunity to weigh in later.

Mayor Roe noted that a referendum was required and clearly outlined by state statute for bonding in some circumstances, and that was the determining factor, and referendums were not based on the amount of money proposed to be spent.

Specific to establishment of a Park Board, Mayor Roe opined that it could solve things; but consideration of a community center was a specific project and there were ways available to solve funding issues without a Park Board.

In conclusion, Mayor Roe suggested discussion continue at the next joint meeting, with the consensus of the City Council to schedule joint meetings quarterly.

Recess

Mayor Roe recessed the meeting at approximately 8:45 p.m. and reconvened at approximately 8:48 p.m.

c. Receive Community Survey Results

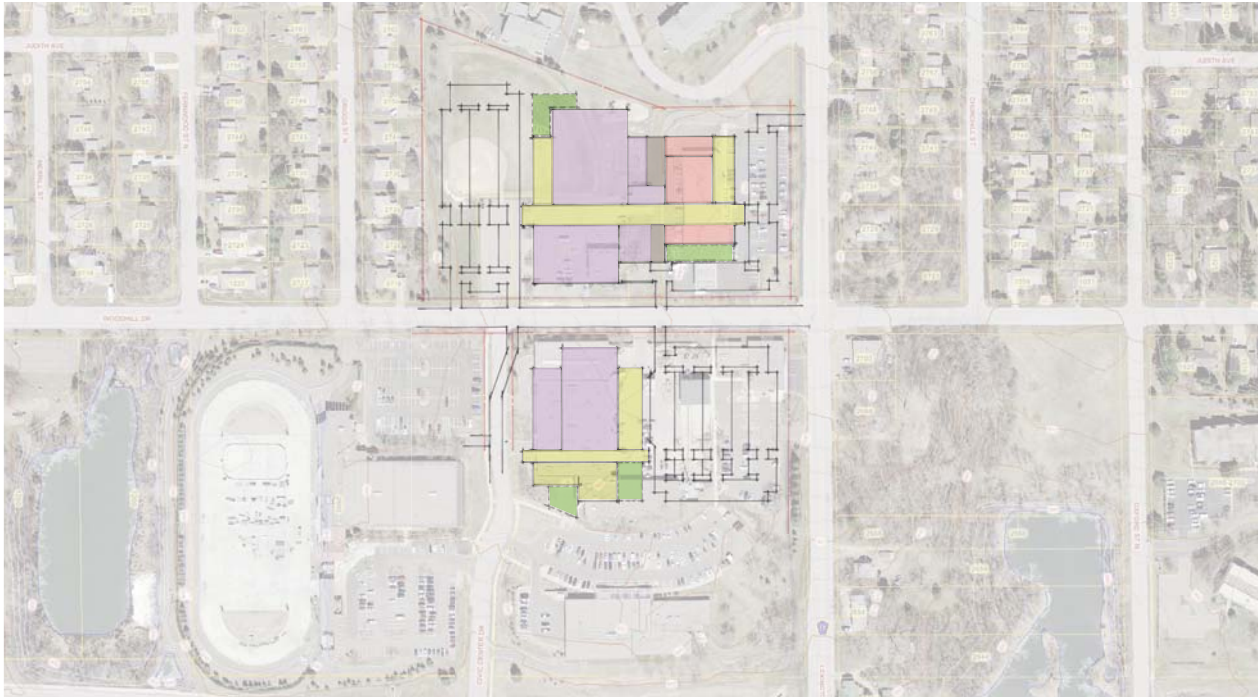
Communications Manager Garry Bowman provided summary results of the community survey conducted in April of 2014, and as detailed in the RCA dated June 9, 2014. Mr. Bowman noted that this was a scientific telephone survey of 400 Roseville residents, divided into four quadrants: north or south of Highway 36 and east or west of Snelling Avenue. Mr. Bowman noted that those delineations may have somewhat skewed results due to heavier residential and/or commercial areas. Mr. Bowman advised that the demographic and age mix of the survey closely matched the 2010 census.

Mr. Bowman presented the key survey takeaways, with the presentation Mr. Bowman advised that, if interested, the Morris Leatherman firm would be happy to do a complete review of the survey as an alternative "brown bag" lunch for staff, the City Council and interested members of the public; or at a future City Council meeting at the discretion of the City Council. Mr. Bowman advised that the firm would be providing an Executive Summary within the next few months that would further analyze results.

Willmus moved, Laliberte seconded, TABLING this discussion for a future City Council Work session.

Councilmember Willmus began to move to table this discussion to a future City Council work session.

At the request of Councilmember Willmus, Mr. Bowman advised that he was preparing a news release with attachments for Tuesday morning, June 10, 2014 for the City's website and other sources.



A concept for the community center was tested on a site that includes Veterans Park, and linking to the existing Civic Center campus. Much work remains, and significant evolution of the program and the concept layout should be expected. Maintaining a process similar to the one used in this master plan is viewed as an essential part of the next steps in defining a community center that serves the Roseville community.

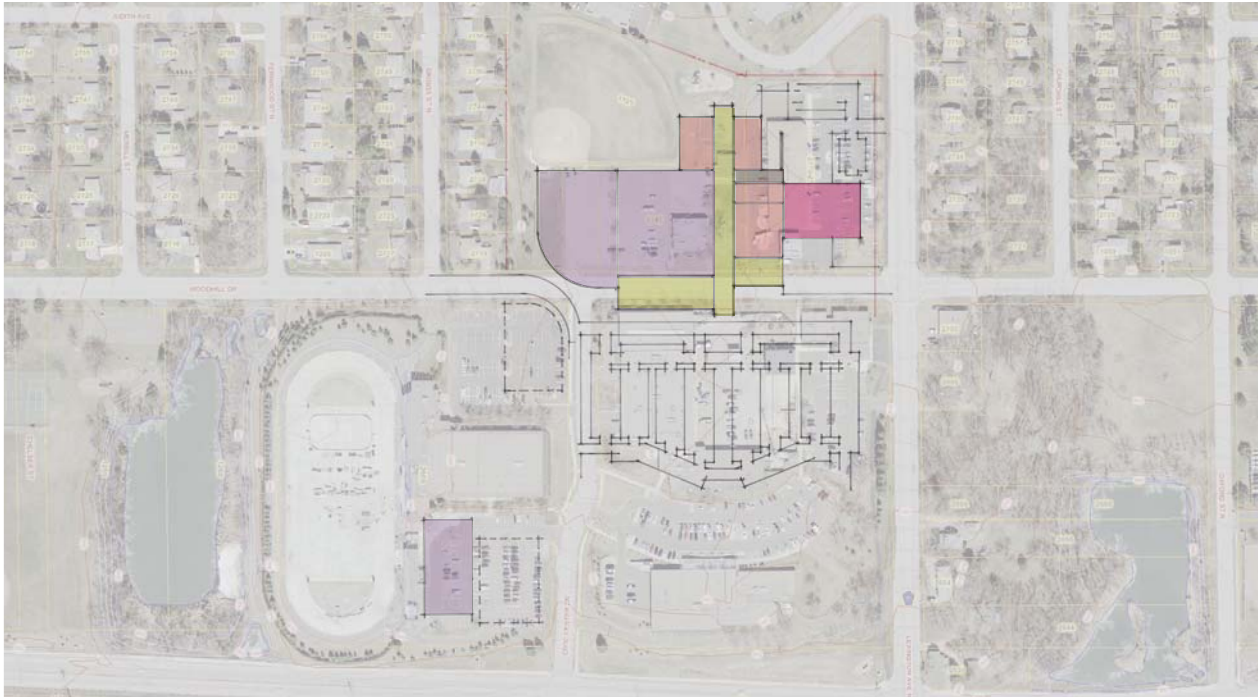
Community center

Many parks users and residents noted their interest in a community center is not new—that it has been a topic of discussion for more than 25 years. The parks and recreation system master planning process confirmed the level of interest in this kind of facility and directed efforts toward:

- articulation of the kind of facility desired;
- definition of a desired program;
- identification of site location parameters and a preferred site; and
- generation of a preliminary site “fit” for the community center on the preferred site.

The Citizens Advisory Team devoted an entire meeting to the community center, and followed up with a review of initial directions. They do not see this as solely a recreation center or field house, and were interested in blending arts and cultural activities and meeting rooms with active recreation spaces. They see this facility as a place of gathering that engenders a greater spirit of community, not simply a place to swim or play basketball. Ultimately, the CAT focused on a concept of an all ages social and recreation center, with a strong orientation to families.

The CAT highlighted a rather expansive list of activities that might be included. While they did not wish to preclude program components, it was understood that site constraints and budget limitations, neither of which were dealt with during



A more aggressive program for the community center was also explored. No conclusions were reached on the design or the program elements during the master plan, but it was clear that residents who were engaged in this process were interested in pursuing the community center as a part of their parks and recreation system.

their discussions, would be a factor in refinement of the program. Program elements identified include:

Interior components

- recreation pool (zero-depth entry, water slide);
- competition pool and diving well;
- youth gymnasium;
- three to five court gymnasium;
- interior ice sheet and training center;
- fitness center;
- climbing wall;
- indoor play structure;
- performing arts center;

- arts center;
- teen center;
- senior center;
- meeting rooms;
- license center;
- coffee shop; and
- fire station.

Exterior components

- recreation pool (zero-depth entry, lazy river, youth pool);
- informal play area;
- large outdoor natural area; and
- parking.

Early vision ideas suggested a community center that would include a range of activities oriented to all ages and, especially, to children.



Some components, such as including a Fire Station or a License Center, look to the potential of co-locating city facilities with other functions of the community center. No conclusions were reached by the CAT about whether these uses aligned with the overall idea of the community center, but importantly, the CAT believed they should remain a part of the development program and that, if they could be accommodated, they would not interfere with the goals for the community center.

Discussions with the CAT also were directed to considerations about the location, both within the

city and relative to the parks and recreation system. Desired locations would meet these parameters:

- centrally-located within Roseville;
- located on or very near a major community street;
- parcel no less than ten acres;
- visually prominent from a primary street;
- accessible from current or planned trail or sidewalk;
- capacity to accommodate other community functions, depending on the selected site;
- capacity to support other goals of the city,

- including economic development goals; and
- not adjacent to single family residential, or capable of supporting sufficient transition to adjacent single family residential.

Applying these parameters to a map of Roseville led to the conclusion that a community center on the Civic Campus site would be preferred. Several “test fit” sketches were prepared to demonstrate possible configurations, and the test revealed that accommodation of the full program of activities identified during this master planning process the need to relocate the city’s maintenance facility became apparent. While each alternative impacted the Civic Campus site in different ways (for instance, causing the relocation of existing facilities or the need to acquire additional land), these preliminary studies confirmed for the CAT that a community center on the Civic Campus site is possible. It should be noted that these studies were directed to an assessment of what might fit, not at a definitive design. Adjustments to the desired program were necessary in each alternative considered, and as further planning occurs, it should be expected that program refinements are a necessary piece of the design and exploration process.

This master plan concludes that a community center would be a desirable component in Roseville. Input confirmed that it is desired by residents—in fact, after trails and connectivity, a community center is the facility most often cited as a desired addition. No estimates were generated for the cost of the facility, and other than stated preferences

for program and location, the community center remains an idea requiring further study.

The master plan advocates for a process that takes certain steps to carry the community center idea forward. Key tasks might be rolled into a “preliminary design” process, and might include:

- refining the program of desired components;
- preparing a concept level design for the facility and the site;
- estimating the costs of construction AND operating the facility;
- identifying potential sources of funding for construction; and
- framing a schedule for implementation.

**CITY OF ROSEVILLE
PARKS AND RECREATION RENEWAL PROGRAM
PROJECT PROGRESS REPORT**

October 2, 2014

PROJECT NAME	START DATE	STATUS	COMMENTS
A. BUILDING REPLACEMENT/SITE			
Lexington Park	5/2014	75% complete	Open House Planned for December, 2014
Sandcastle Park	6/2014	65% complete	Open House Planned for December, 2014
Villa Park	6/2015	50% complete	Open House Planned for December, 2014
Autumn Grove Park	9/ 2014	10% complete	Open House Planned for January, 2015
Oasis Park	9/ 2014	Building Demolished	Open House Planned for January, 2015
Rosebrook Park	9/ 2014	Site prepared to demo bldg.	Open House Planned for January, 2015
B. SHELTER REMODEL			
CP FOR Parks	9/2014	25% complete	Fall completion planned
CP Foundation	9/2014	25% complete	Fall completion planned
CP Ballfields	9/2014		Fall completion planned
C. SKATING CENTER REPAIRS			
Painting of Exterior	8/2014	90 % complete	
Replace exterior doors on Arena		Ordered	To be installed 10/ 2014
Block Work			Reviewing quotes
Vestibule Improvements			Finalizing plans
D. HANC			
Exterior Work	6/2014	90% complete	October Completion
Interior Work	11/2014		2/2015 completion
Boardwalk	11/2014		Spring 2015 completion
E. BRIDGE REPLACEMENT			
Villa Park	7/2014		Fall 2014 installation
F. LIGHTING SYSTEMS REPLACEMENT			
Lake Bennett Trail	6/2014	90% complete	
Courts in conjunction w/ project			See courts
Autumn Grove Park rink lights			Install fall 2014
Lexington Park rink lights		90% complete	Install fall 2014
Villa Park rink lights			Install fall 2014

PROJECT NAME	START DATE	STATUS	COMMENTS
Sandcastle Park rink lights			Install fall 2014
G. COURT REFURBISHMENT/SITE			
Acorn Park	2015		Resurface only
Autumn Grove Park	10/2014		
Bruce Russell Park			
Evergreen Park			
Howard Johnson Tennis Court	7/2014	80% Complete	TBC in fall 2014
Pocahontas Park Tennis Court	7/2014	80% Complete	TBC in fall 2014
Sandcastle Park	Fall 2014		
H. FIELD IMPROVEMENTS			
CP Victoria #2, 4, 5, & 6	8/ 2014	??????	Fall 2014 completion
CP Victoria #1 & 3			2015 project
Evergreen Park # 1, 2 (west)	4/2015		2015 project
Evergreen Park # 3,4	8/2015		2015 project
CP Legion			2015 project
I. IRRIGATION IMPROVEMENTS			
Acorn Park			Reproposing in process
Autumn Grove Park			Reproposing in process
CP Dale Street			Reproposing in process
CP Lexington			Reproposing in process
CP Victoria			Started with in house staff
Evergreen Park			Reproposing in process
Langton Lake Park			Reproposing in process
Lexington Park			Started with in house staff
Rosebrook Park			Reproposing in process
J. NATURAL RESOURCES			
Grants			\$ in grants applied for
1. Interpretive Signage			
All Parks		Core Project	
2. Lake Restoration			
CP Lexington		Grant Approach	
3. Native Landscaping			
Autumn Grove		Grant Approach	
4. Pond Buffer Restoration			
Keller Mayflower Park		Grant Approach	
Howard Johnson Park		Grant Approach	
5. Prairie Reconstruction			
CP Dale Street East		Core Project	
Acorn Park		Core Project	
6. Prairie/Savanna Restoration			
Reservoir Woods		Core Project	

PROJECT NAME	START DATE	STATUS	COMMENTS
Applewood Overlook		Grant Approach	
7. Shoreline Restoration			
CP Lexington		Core Project	
Langton Lake Park		Core Project	
Reservoir Woods		Grant Approach	
Oasis Park		Core Project	
Willow Pond Park		Core Project	
8. Stream Restoration			
Oasis Park		Grant Approach	
9. Water Quality Improvements			
CP Dale East		Grant Approach	
10. Wetland Restoration			
CP Dale East		Grant Approach	
CP North		Grant Approach	
CP Victoria East		Grant Approach	
Langton Lake Park		Core Project	
Reservoir Woods Parks		Core Project	
Villa Park		Core Project	
Ladyslipper Park		Core Project	
Acorn Park		Grant Approach	
Willow Pond Park		Grant Approach	
Owasso Hills Park		Grant Approach	
Pocahontas Park		Grant Approach	
Valley Park		Grant Approach	
11. Woodland/Forest Restoration			
CP Dale East		Core Project	
CP Lexington		Core Project	
CP North		Grant Approach	
CP Victoria East		Grant Approach	
Langton Lake Park		Grant Approach	
Reservoir Woods Park		Core Project	
Villa Park	9/29/14	Core Project	
Ladyslipper Park		Grant Approach	
Oasis Park		Grant Approach	
Acorn Park		Core Project	
Applewood Park		Grant Approach	
Willow Pond Park		Grant Approach	
Materion Park		Grant Approach	
Cottontail Park		Grant Approach	
Pioneer Park		Grant Approach	
Pocahontas Park		Grant Approach	
Valley Park		Grant Approach	
Tamarack Park		Grant Approach	
Rosebrook Park		Grant Approach	
Autumn Grove Park		Grant Approach	

PROJECT NAME	START DATE	STATUS	COMMENTS
Woodhill Park		Grant Approach	
Evergreen Park		Grant Approach	
Owasso Hills Park		Grant Approach	
K. DISC GOLF COURSE			
Improvements	Fall 2014		2014 & 2015 project
L. PATHWAYS/SIDEWALKS			
County B2 and Victoria		75% complete	10/2014 completion
County B		75% complete	10/2014 completion
VARIOUS PARKS			
Pocahontas Park		90% complete	10/2014 completion
Howard Johnson Park		90% complete	10/2014 completion
Langton Lake Park		50% complete	
Upper Villa Park			2015 project
Mapleview Park			2015 project
Evergreen Park			2015 project
M. PLAYGROUNDS			Community build emphasis
Acorn Park	Fall 2014		Community build 10/25/2014
Bruce Russell Park			2015 project
CP Lexington			2015 project
CP Victoria West			2015 project
CP Victoria East- Ballfields	Fall 2013	95% complete	
Howard Johnson Park	Spring 2014	Complete	Community build
Langton Lake Park at C2	Summer 2014	95% complete	
Langton Lake Park at Ballfields	Fall 2014	75 % complete	Community build
Mapleview Park			2015 project
Materion Park	Spring 2014	Complete	Community build
Oasis Park			2015 project
Tamarack Park			
Upper Villa Park			2015 project
N. PROPERTY ACQUISITION			
Hamline and Lydia – Moundsview property		Purchase agreement authorized	Due diligence period extended until end of year 2014
SW Roseville			

PROJECT NAME	START DATE	STATUS	COMMENTS

Green- project underway

Orange – prep work being done

Red- not started

Purple - complete

TBC= To Be Completed

IN THE LOOP

Roseville Parks and Recreation Renewal Program

September 8, 2014



Lexington Park

The City of Roseville has hired Knutson Construction to replace six existing park buildings and remodel three picnic shelters at Central Park.

New Park Buildings

Lexington Park

- building shell is complete and interior finishes will continue throughout September

Sandcastle Park

- building shell is scheduled to be complete by the end of September

Villa Park

- foundation have been completed and framing is ongoing

Oasis Park & Rosebrook Park

- a construction fence has been installed and demolition and construction will begin in the upcoming weeks

Autumn Grove Park

- scheduled to start this week

Picnic Shelters

Central Park - Victoria West & Central Park - Dale West

- work has started on the repair of the foundations
- roofing will be replaced and the shelters will be painted this fall

Central Park - Victoria East

- architectural drawings are complete which increases the storage capacity of the shelter



Villa Park



Central Park - Victoria West

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