

**Roseville Parks and Recreation
Commission Meeting
Tuesday February 2, 2016
6:30 P.M.
Roseville City Hall
2660 Civic Center Drive**

AGENDA

- 1. Introductions**
- 2. Public Comment Invited**
- 3. Approval of Minutes of January 5, 2016**
- 4. Oakwood Heights Holding Park Dedication**
- 5. Roseville Skating Center Solar Project Proposal**
- 6. Update on Cedarholm Golf Course Clubhouse Replacement Process**
- 7. Uniform Commission Code Discussion**
- 8. Discuss March Meeting Date**
- 9. Staff Report**
- 10. Other**
- 8. Adjournment**

**Roseville Parks and Recreation
“Building Community through People, Parks and Programs”
www.cityofroseville.com**

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

To: Parks and Recreation Commission
From: Lonnie Brokke
Date: January 25, 2016
Re: Notes for Commission Meeting on Tuesday, February 2, 2016

1. **Introductions**

2. **Public Comment Invited**

3. **Approval of Minutes of the January 5, 2016 Meeting**

Enclosed is a copy of the minutes of January 5, 2016. Please be prepared to approve or amend.

Requested Commission Action: Approve/amend meeting minutes of January 5, 2016.

4. **Oakwood Heights Holding Park Dedication – 888 and 892 County Road B West**

This is a proposal for a three parcel minor subdivision at 888 and 892 County Road B West. It is a 1.6 acre site bordered by County Road B on the north, Burke Avenue on the south, single family homes to the west and a storm water open space area to the east owned by the City of Roseville. In your packet is the:

- Written application description of the project including a site map in parcel and aerial form, aerial map of the existing two lots and an aerial map of the 3 lot proposal
- Goals and policies from the master plan related to parks and open space acquisition and park dedication
- Constellation map
- Park Dedication Ordinance

The cash amount would be for 1 new unit at \$3500 vs. the land amount would be 10% of 1.6 acre = .16 acre.

The role of the commission is to discuss and make a recommendation from a Park Dedication perspective. Specifically, recommending either land or cash in lieu of land. The Park Dedication Ordinance is in your packet.

This area is located in Constellation M. There are no specific plans for a parcel in this area.

Requested Commission Action: To make a recommendation to accept land or cash in lieu of land dedication to satisfy the Park Dedication requirements.

5. **Roseville Skating Center Solar Project Proposal**

The city is continuing to explore options for the use of solar, everything from community solar gardens to installing solar panels on individual city buildings. Most recently, a proposal has been made to install solar panels on the Roseville Skating Center Arena roof. This project is currently being explored. Staff and consultants would like to provide you with information and gather your thoughts.

The following is included in your packet:

- Background overview of this potential project
- Skating Center economics spreadsheet
- Skating Center system pictorial layout

City staff and representatives from Sundial Solar will plan to be at your meeting to review the potential project and gather your advice and feedback.

Requested Commission Action: To discuss and provide feedback on the solar project proposal.

6. **Update on the Golf Course Clubhouse Replacement Process**

At your meeting in January you arrived at a process and a representative makeup for a Citizen Advisory Committee. While the entire commission will provide ongoing guidance, Commissioner Holt has agreed to facilitate the committee with Chair Stoner and Commissioner Gelbach agreeing to represent the commission.

You also suggested that the City Council be informed on the approach. As a result, commission representatives attended the January 25, 2016 City Council meeting as part of a quarterly update. The City Council agreed with the overall approach and appreciated the commissions review. Included in your packet is the RCA and the information presented to them.

Commissioners will review at the meeting.

Requested Commission Action: Review joint meeting and discuss progress

7. **Uniform Commission Code Discussion**

Chair Stoner suggested that this item be added to the commission agenda for information and review.

In July, 2015 the City Council approved changes to the commission chapters in the Roseville City Code.

Included in your packet is a summary page that helps guide activities across all commissions as well as a page specific to the Parks and Recreation Commission.

Requested Commission Action: Discuss

8. **Discuss March Meeting Date**

Your regularly scheduled March meeting was adjusted because of the MN Caucuses that are being held on your typical Tuesday, March 1st.

When you scheduled your meetings for the year you made the adjustment to have your meeting on Thursday, March 3, 2016. Unfortunately and I apologize that the volunteer appreciation night has since been scheduled on that same night.

Options to consider and discuss would be to:

- Go ahead with the meeting on that evening
- Reschedule to Monday, February 29, 2016 in the City Council Chambers
- Reschedule to Wednesday, March 9, 2016 in the City Council Chambers
- Choose another day/date in one of the park facilities and we can see if a camera crew can be available.
- Wait until April to have the meeting
- Other

With the various Commissions that the City now has, it is more of a challenge to find available dates in the City Council Chambers as well as a camera/equipment crew.

Requested Commission Action: Discuss and decide on March meeting date

9. **Staff Report**

10. **Other**

11. **Adjournment**

ROSEVILLE PARKS AND RECREATION COMMISSION
MEETING MINUTES FOR
January 5, 2016
6:30pm

PRESENT: Becker-Finn, Bogenholm, Diedrick, Doneen, Gelbach, Heikkila, Holt,
Newby, O'Brien & Stoner

ABSENT:

STAFF: Brokke, Anfang, Anderson, McDonagh

1. INTRODUCTIONS

2. ROLL CALL/PUBLIC COMMENT

No public comment at the start of the meeting.

3. APPROVAL OF MINUTES – December 1, 2015 MEETING

December 1st minutes approved unanimously.

4. DISCUSS 1716 MARION ST. COMMUNITY PARK PROJECT

Kari Collins, Assistant to the City Manager joined the table to lead the discussion.

- Brokke introduced the proposed project explaining that the City Council has identified a focus on Southeast Roseville as a high priority for the coming year.
- The roll of the Parks & Recreation Commission is to provide advice & make recommendation where appropriate.
- Commissioner Heikkila shared his past experiences working with a family in the area and is enthused by this opportunity.

Collins briefed the Commission on how this project has come forward and recognized that it is moving at a fast pace with a short timeline.

Collins introduced Karen Schaub, Roseville Area Schools Director of Community Education and Public Relations. Roseville Area School will serve as applicant and fiscal agent for the US Bank grant for the site amenities. Schaub spoke to how this site has huge potential for creating community and could become a connection site for the residents in the area.

Commissioners inquired into consideration for lighting in the area and community gardens.

Tim O'Brien from Roseville Area Schools responded that a potential site for gardens has been identified on the east side of Rice Street in Maplewood.

Stoner asked for a clarification on the Community Development Block Grant (CDBG).

- Jeanne Kelsey, Housing & Redevelopment Authority Executive Director, explained that CDBG funds would be used to purchase the site and site and infrastructure improvements would be funded by other sources.

Commissioner Holt asked whether there was a contingency for the project if the grant applications were not successful in securing the needed funding.

Commissioner Doneen inquired into the budget. Collins responded that the US Bank grant could be \$50,000. Doneen also commented on the ongoing financial concerns that go along with capital improvements for the upkeep & maintenance.

Corey Yunke, Roseville Police Community Relations Coordinator, spoke to the Commission about current Police involvement in the community.

Commission Recommendation:

Commissioner Doneen moved that the Parks and Recreation Commission recommend the City Council support the proposal that includes the acquisition of the Marion Street property and the development of a playground on the site using grant funding. The Commission also recommends using the Parks and Recreation model for community involvement and engagement to include input on both the Marion Street project and proposed renewal work at Tamarack Park. Second by Commissioner Gelbach. Passed Unanimously.

5. DISCUSS PROCESS for CEDARHOLM GOLF COURSE CLUBHOUSE IMPROVEMENTS

Sean McDonagh, Golf Course Superintendent, and Steve Anderson, Golf Course Recreation Program Supervisor, joined the table for the discussion.

Brokke summarized the lead up activity and Council direction to move forward with looking into options for making improvements at the Cedarholm Golf Course Clubhouse.

- Staff has looked at recent Parks & Recreation planning practices for community involvement & engagement to compile information on interest, direction and opportunities (OVAL Task Force, HANC Task Force & Parks and Recreation Master Plan).
- Staff has suggested a possible make-up for the Clubhouse Task Force including representation from Historical Society, Parks & Recreation Commission, Finance Commission, City Council Liaison, Golf League membership, greater Roseville residents. A fourteen member Task Force is suggested.
- Staff Participation will include; Parks & Recreation Director, Assistant Director, Golf Course Management staff and other Parks and Recreation staff as needed and appropriate.
- Preliminary Objectives:
 - Community Engagement & input
 - Identify funding options & opportunities
 - Explore potential partnerships
 - Create a preliminary building function concept
 - Involve & inform greater Parks & Recreation Commission
 - Inform City Council
 - Provide Council with final report & recommendation
- Timeline:
 - Seek applications and secure participants: Late January through mid-February
 - Finalize Task Force Participants: Late February
 - Task Force Involvement: Mid-March through September/October 2016
 - Task Force Report completed: September/October 2016

Commissioners inquired into parallels for previous Parks & Recreation efforts. Brokke shared how this task force can be structured similar to that used for the OVAL; application process, meeting structure, focused initiative resulting in a final report and recommendation.

Commissioner O'Brien inquired into the steps for forming the task force and moving forward and bring the commission's recommendation to the Council for their information and to create a clear trail of transparency.

Commission Recommendation:

Commissioner O'Brien moved to inform the City Council that the Parks and Recreation Commission has reviewed & supports the process suggested by staff to look into options for improvements at the Cedarholm Clubhouse, and based on the City Council's direction to engage the public on this initiative it is recommended to model the process after past Parks & Recreation engagement models. Second by Commissioner Diedrick. Passed Unanimously.

6. STAFF REPORT

Brokke briefed the Commission on:

- Hosted a successful New Years Eve on Ice event at the Skating Center, over 2000 attendees.
- Upper Villa Ballfield Project is completed for the season. Softball teams will be playing on a modified field and turf will be replaced in the fall. A park patrol vehicle shed has been added near the back stop at the Villa Park Ball Fields.
- The finalized Wildlife Management Ordinance has been included in the packet.
- There is a Natural Resources Volunteer Opportunity scheduled for January 18 from 10am-12N at Autumn Grove Park. The January project is building Bee Nests. There has been increased interest, more than 35 people have signed up for the event.

Anfang added:

- The Winter Parks & Recreation Brochure is scheduled to be delivered to homes this coming week.
- The part-time Parks Facilities Coordinator position is currently posted and applications are being accepted.

7. OTHER

None

Meeting adjourned at 8:25 pm

Respectfully Submitted,
Jill Anfang, Assistant Director

APPLICATION FOR THREE PARCEL MINOR SUBDIVISION

January 20, 2016

To: City of Roseville
Community Development and Parks and Recreation Department

From: Oakwood Heights Holding 40652, LLC

Re: Subdivision of 888 and 892 County Road B West, Roseville, MN
PID Nos. 14-29-23-21-0068 and 14-29-23-21-0069

Background

Oakwood Heights Holding 40652, LLC is the owner of two parcels of property located at 888 and 892 County Road B West in Roseville (the "Property") and legally described on the attached Subdivision Survey. The 1.6 acre site is bounded by County Road B to the north, Burke Avenue to the south, single family homes to the west and City of Roseville open space to the east. The Property is 235.05 feet wide and 330.07 feet deep with has 235.05 feet of frontage on both County Road B and Burke Avenue. A 1.5 level single family home accessed from County Road B and a garage accessed from Burke Avenue are currently located on the Property. The Property is currently zoned LDR-1 – Low Density Residential and guided LR – Low Density Residential.

Proposed Subdivision

We are proposing a three parcel minor subdivision of the Property in accordance with the attached Subdivision Survey. The new parcels will be as follows:

1. Parcel 1
 - Includes the existing house and driveway.
 - 150.03 x 158.44
 - 23,765 square feet
 - 150.03 feet of frontage on, and access from, County Road B.
2. Parcel 2
 - 85.02 x 158.44.
 - 13,468 square feet.
 - 85.02 feet of frontage on, and access from, County Road B.
 - We intend to provide vehicular access to Parcel 2 through a shared driveway easement with Parcel 1, meaning there will be no need for an additional curb cut on County Road B.
3. Parcel 3
 - Includes the existing garage.
 - 235.05 x 138.63.
 - 32,578 square feet.
 - 235.05 feet of frontage on, and access from, Burke Avenue.

Each of the proposed new parcels complies with the City of Roseville's Code requirements for Low Density Residential zoning and exceeds the City of Roseville's minimum lot area and lot dimension requirements. It is our intention that the existing home on Parcel 1 will be preserved and that a new single family home will be constructed on Parcel 3. Parcel 2 will remain as a single family lot. There will be no change of zoning as a result of the proposed subdivision and the Property will continue to be used for single family purposes, consistent with the surrounding neighborhood. Appropriate grading, drainage and landscaping plans will be submitted with requests for building permits for each of the new parcels.

Easement Considerations

An existing sanitary sewer main crosses the Property from County Road B on the north to Burke Avenue on the south. City maps show that the sewer main is located in a 20-foot wide public easement. However, the legal description contained in the recorded documents granting the easement is incorrect. The attached Subdivision Survey shows a proposed new sanitary sewer easement to be granted by us to the City of Roseville to ensure that the existing sewer main is properly located in a public easement. The proposed parcels were configured to allow ample building setbacks from the sewer main. Upon approval of the proposed subdivision, we will work with the City of Roseville Public Works Department to draft and record an easement reflecting a correct legal description for the existing sewer main.

Thank you very much for your consideration of this subdivision request. We believe our request is consistent with the applicable zoning code and the existing neighborhood and will have minimal impact on the surrounding area. We hope you agree.



Proposed Three Parcel Subdivision

25 County Road B.W

Victoria St N

1

2

3

910

892

888

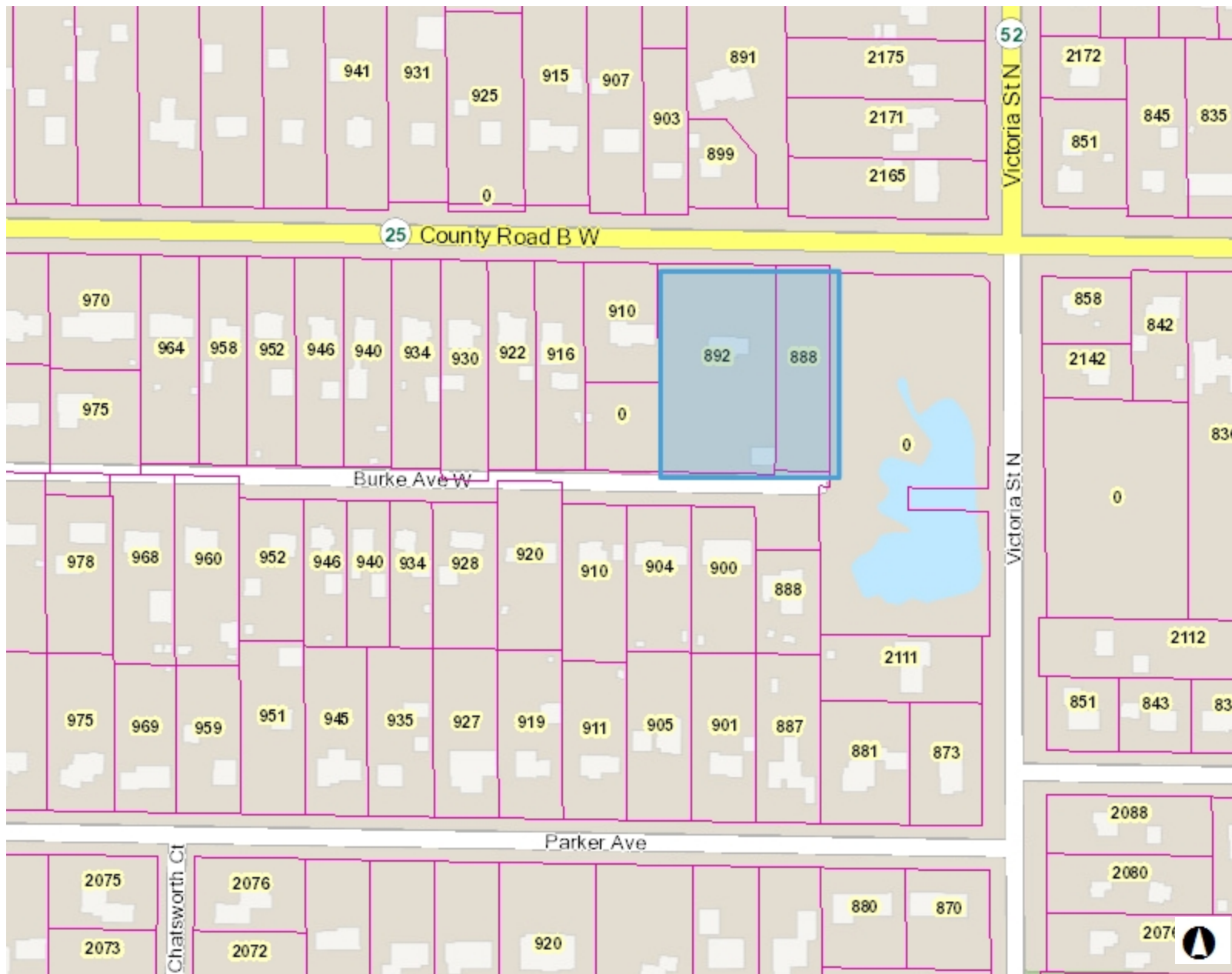
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Victoria St N

Arke Ave W



Legend



-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  Parcel Points
-  Parcel Boundaries
-  Airports

Notes

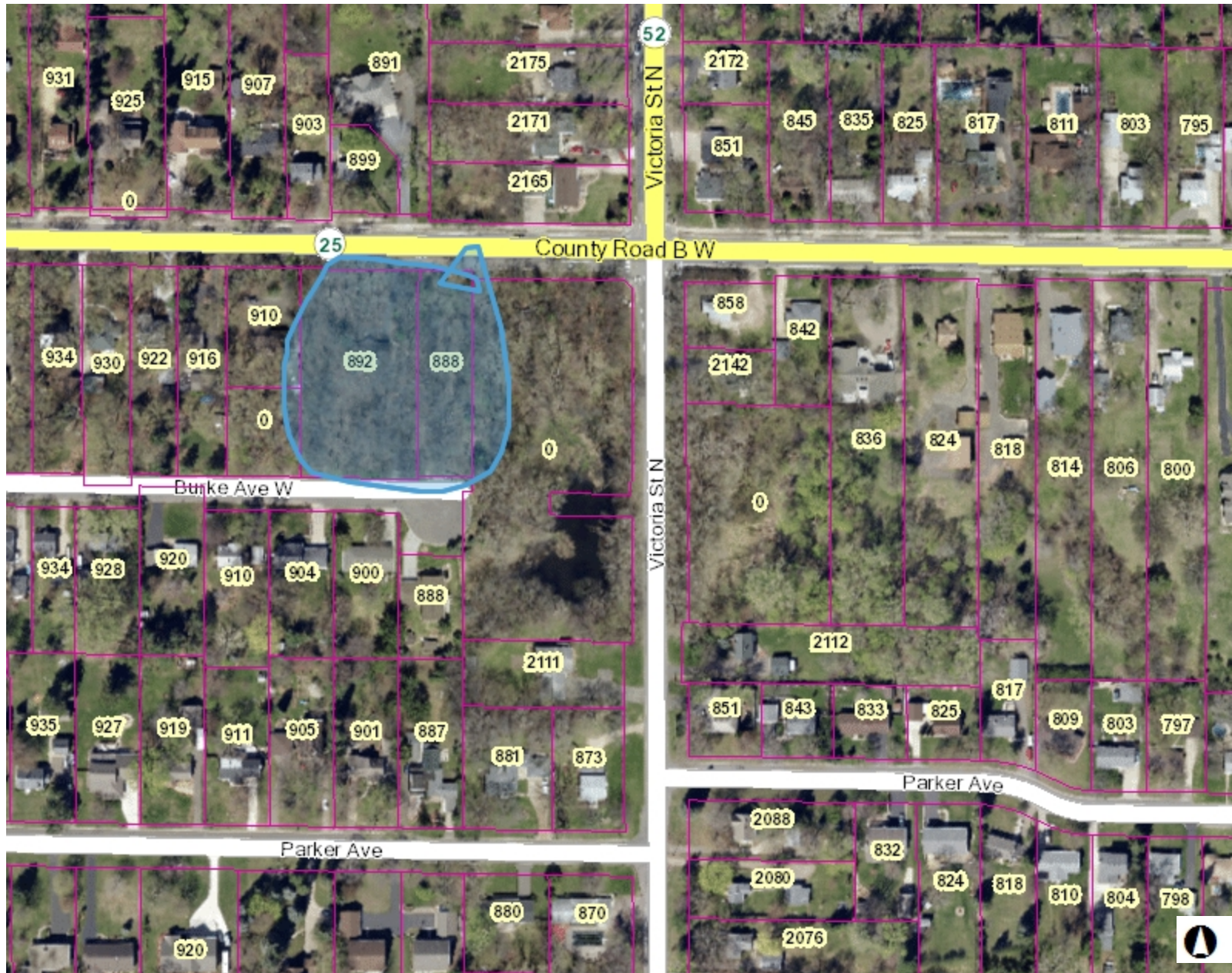
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THIS MAP IS NOT TO BE USED FOR NAVIGATION



Legend



- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcel Boundaries
- Airports

Notes

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Existing Two Lots
888 and 892 County Road B West

25 County Road B W

Victoria St N

910

916

892

888

0

0

Victoria St N

Burke Ave W

Proposed Three Parcel Subdivision

25 County Road B W

Victoria St N

910

916

1

892

2

888

0

3

0

Burke Ave W

Victoria St N

Goal 2

Parks Development, Redevelopment, and Rehabilitation

Provide a high-quality, financially sound system of parks, open spaces, trails, and waterways that meets the recreation needs of all city residents, offers a visual/physical diversion from the hard surfacing of urban development, enhances our quality of life, and forms an essential part of our community's identity and character.

Policy 2.1: Evaluate and refurbish parks, as needed, to reflect changes in population, age, and diversity of residents, recreational activities preferred, amount of leisure time available, and best practice designs and technologies, and asset management strategies.

Policy 2.2: Orient parks and programs equally to youth activities that focus on community building activities teaching them life-long skills, and exposing them to a variety of recreation experiences, and to adult activities which accommodate adults' needs for wellness and provide a range of social interaction opportunities.

Policy 2.3: Focus parks on passive and active recreational activities and activities that take advantage of the unique natural features. Pursue opportunities for incorporating art and cultural programs, which enrich citizens' mental and emotional well-being, as a complement to primary

physical focus of parks and recreation programs. Policy 2.4: Organize all parks and facilities so that a component is provided for informal, non-programmed activities—those open to anyone in the community, at any time.

Policy 2.5: Maintain parks and open space according to the standards outlined in the Park Maintenance Manual which recognizes that levels of service must be provided based on the intensity of use and purpose of the site.

Policy 2.6: Use innovative methods for park and facility improvements that offer lower lifecycle costs, even if the initial cost is higher. Develop park and recreation facilities that minimize the maintenance demands on the City by emphasizing the development of well-planned parks, high-quality materials and labor-saving maintenance devices and practices.

Policy 2.7: Promote and support volunteerism to encourage people to actively support Roseville's parks and open spaces.

Policy 2.8: Encourage the preservation of features in parks considered to be of historic or cultural value, especially those features that do not conflict with other park uses and activities. Consider the potential of historic landscapes in parks, including agricultural landscapes or features. Work to perpetuate those landscapes and other features of historic or cultural significance when they are identified through recognized investigations.

Goal 3

Parks and Open Space Acquisition

Add new parks and facilities to achieve equitable access in all neighborhoods, accommodate the needs of redeveloping areas, and meet residents' desires for a range of recreation opportunities serving all ages, abilities, and cultures.

Policy 3.1: Ensure that no net loss of parkland or open space occurs during alterations or displacement of existing parkland and open space. If adverse impacts to parkland or open space take place, ensure that mitigation measures include the acquisition of replacement parkland of equal or greater size and value.

Policy 3.2: As areas of Roseville evolve, and properties undergo a change of use and/or density, land should be dedicated to the community for park purposes to ensure adequate park facilities for those new uses.

Policy 3.3: Determine potential locations and acquire additional park land in neighborhoods and constellations that are lacking adequate parks and recreation facilities.

Policy 3.4: Determine locations for new park and recreation facilities in redevelopment areas as part of the redevelopment process and use the park dedication process to acquire appropriate land.

Policy 3.5: Make continued effective use of the Park Dedication Ordinance. Park land dedication will be required when land is developed or redeveloped for residential, commercial, or industrial purposes. Review annually park dedication requirements in order to ensure that dedication regulations meet statutory requirements and the needs of Roseville.

Policy 3.6: Use park dedication funds to acquire and develop new land in addition to other funding sources.

Policy 3.7: Acquire properties necessary to implement adopted park concept plans and in Roseville's Comprehensive Land Use Plan, and consider other additions based on needs identified in the sector or constellation concept. Acquire land on a "willing seller" basis unless otherwise determined by the City Council.

Goal 4 Trails, Pathways, and Community Connections

Create a well-connected and easily accessible system of parks, open spaces, trails, pathways, community connections, and facilities that links neighborhoods and provides opportunities for residents and others to gather and interact.

Policy 4.1: Develop, adopt, and implement a comprehensive and integrated trails, pathways, and community connections system plan for recreation and transportation uses, including separate facilities for pedestrians, and bicyclists (including off-road unpaved trails for bikers and hikers that offer new challenges while protecting resources).

Policy 4.2: Develop, adopt, and implement a Trails Management Program (TMP).

Policy 4.3: Advocate the implementation of community parkways on the County Road C and Lexington Avenue corridors to accommodate pedestrian and bicyclist movement and inclusion of community character and identity features.

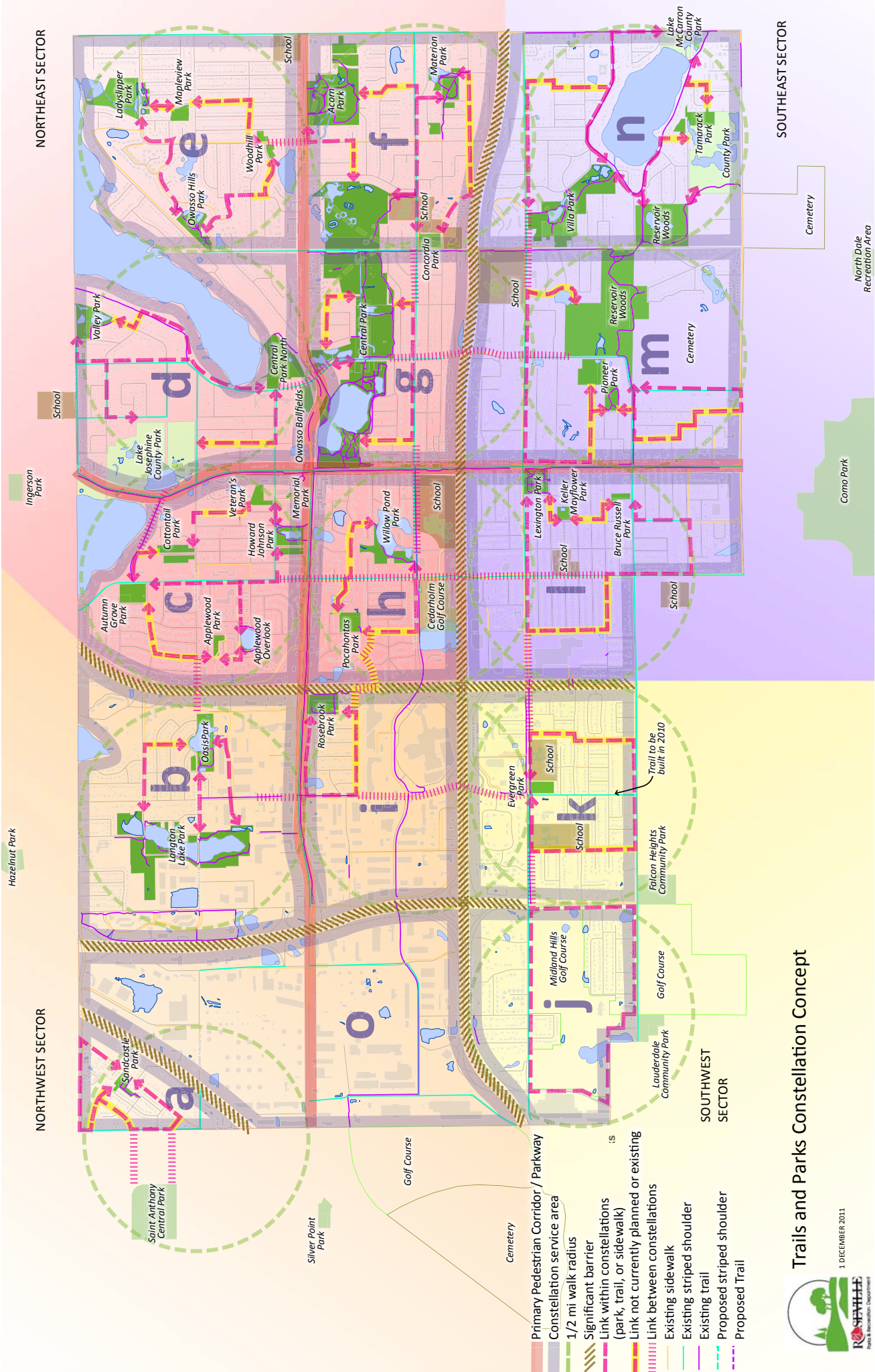
Policy 4.4: Maintain the trail and pathway system through all seasons.

Policy 4.5: Make the park system accessible to people of all abilities.

Policy 4.6: Align development and expansion of non-motorized trails, pathways, community parkways, and other routes with the need to provide connections to and within parks, to open spaces, recreation facilities, and key destinations, as well as between neighborhoods, constellations, and sectors.

Policy 4.7: Educate the public on the advantages and safe use of non-motorized trails, pathways, and community parkway connections.

Policy 4.8: Develop clear and communicative signage and kiosks for wayfinding.



Trails and Parks Constellation Concept

1 DECEMBER 2011



**ORDINANCE 1278
AN ORDINANCE AMENDING
TITLE THREE, SECTION 1103.07
PARK DEDICATION**

THE CITY OF ROSEVILLE ORDAINS:

Section 1103.07 of the Roseville City Code is amended to read as follows:

1103.07: PARK DEDICATION:

- A. Condition To Approval: As a condition to the approval of any subdivision of land in any zone, including the granting of a variance pursuant to Section 1104.04 of this Title, when a new building site is created in excess of one acre, by either platting or minor subdivision, and including redevelopment and approval of planned unit developments, the subdivision shall be reviewed by the Park and Recreation Commission. The commission shall recommend either a portion of land to be dedicated to the public for use as a park as provided by Minnesota Statutes 462.358, subdivision (2)(b), or in lieu thereof, a cash deposit given to the City to be used for park purposes; or a combination of land and cash deposit, all as hereafter set forth.
- B. Amount To Be Dedicated: The portion to be dedicated in all residentially zoned areas shall be ten percent (10%) and five percent (5%) in all other areas.
- C. Utility Dedications Not Qualified: Land dedicated for required street right of way or utilities', including drainage, does not qualify as park dedication.
- D. Payment in lieu of dedication in all zones in the city where park dedication is deemed inappropriate by the City, the owner and the City shall agree to have the owner deposit a sum of money in lieu of a dedication. The sum shall be reviewed and determined annually by the City Council by resolution. (Ord. 1061, 6-26-1989)
- E. Park Dedication Fees may, in the City Councils sole discretion, be reduced for affordable housing units as recommended by the Housing and Redevelopment Authority for the City of Roseville.

Ordinance 1278 Effective date. This ordinance shall take effect upon its passage and publication

Passed by the City Council of the City of Roseville this 24th day of February, 2003.

Overview of the Potential Installation of the Photo Voltaic (PV) System on the Skate Center

City of Roseville Staff and the Public Works Environment & Transportation Commission have been studying the utilization of solar energy to help reduce the demand on non-renewable resources for the past few years. Staff met with numerous developers, non-profits, and local experts to better understand the project benefits and potential impacts.

After a year of developing a plan internally, staff released an RFP in January of 2015 to solicit proposals for the installation of a Photo Voltaic (PV) System to be added onto a municipal building roof. The RFP requested that developers look at all the City Campus rooftops to determine the best size system to fit the usable space, and meet the requirements of Xcel Energy in regards to building energy usage and the PV system production.

Through the RFP process, the Skate Center was identified as a feasible option for a 300 kilowatt system that can produce an estimated 360,000 kWh annually. This production would help lower the Skate Centers annual energy usage of 1.7 megawatts by 21%. There are potential secondary benefits like: keeping the Skate Center roof cooler in the summer which can also lower costs to cool the Center, lengthen the roof lifespan, etc.. Staff worked with the developer to design a system to minimize impact on the roof, and to allow for access for roof maintenance. The system is sized in a way to maximize production, but also allows the solar panels to be moved temporarily without having to remove the entire system to perform roof maintenance.

If approved, the City would enter into a Power Purchase Agreement (PPA) with the developer, where the City would purchase the energy produced by the PV System. The City would be buying the power at a lower rate than what the current cost per kWh is with Xcel Energy. There is no upfront cost with the system, and the system is cash flow positive for the City starting year one through year 20. After year 20, the system would likely be removed by the developer, again at no cost to the City. The City could then look into a newer system which would likely be more efficient, cheaper, lighter, etc. as the technology is improved over time.

Roseville Skate Center PV System Economics (DRAFT)

System Size	300,000	kW
Annual Production	360,000	kWh
System Degradation	0.5%	/yr

Excel Escalator	3.35%
PPA Escalator	2.75%

Year	1	2	3	4	5	6	7	8	9	10
Production (kWh)	360,000	358,200	356,409	354,627	352,854	351,090	349,334	347,587	345,849	344,120
Excel Blended Rate	\$0.108	\$0.112	\$0.115	\$0.119	\$0.123	\$0.127	\$0.132	\$0.136	\$0.141	\$0.145
Solar Capacity Credit	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055
Blended Rate + Credit	\$0.163	\$0.167	\$0.170	\$0.174	\$0.178	\$0.182	\$0.187	\$0.191	\$0.196	\$0.200
Energy Cost w/ Credit	\$58,680.00	\$59,682.57	\$60,716.84	\$61,783.70	\$62,884.05	\$64,018.83	\$65,189.00	\$66,395.54	\$67,639.46	\$68,921.81
PPA Rate	\$0.140	\$0.144	\$0.148	\$0.152	\$0.156	\$0.160	\$0.165	\$0.169	\$0.174	\$0.179
PPA Payment	\$50,400.000	\$51,527.070	\$52,679.344	\$53,857.386	\$55,061.772	\$56,293.091	\$57,551.945	\$58,838.950	\$60,154.736	\$61,499.947
Annual Savings	\$8,280.00	\$8,155.50	\$8,037.50	\$7,926.31	\$7,822.28	\$7,725.74	\$7,637.05	\$7,556.59	\$7,484.72	\$7,421.87
Cash Flow	\$8,280.00	\$16,435.50	\$24,472.99	\$32,399.31	\$40,221.59	\$47,947.33	\$55,584.39	\$63,140.97	\$70,625.70	\$78,047.56
% Savings	21.3%	20.4%	19.5%	18.7%	18.0%	17.3%	16.6%	16.0%	15.4%	14.8%
Year	11	12	13	14	15	16	17	18	19	20
Production (kWh)	342,400	340,688	338,984	337,289	335,603	333,925	332,255	330,594	328,941	327,296
Excel Blended Rate	\$0.150	\$0.155	\$0.160	\$0.166	\$0.171	\$0.177	\$0.183	\$0.189	\$0.195	\$0.202
Solar Capacity Credit	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055	\$0.055
Blended Rate + Credit	\$0.205	\$0.210	\$0.215	\$0.221	\$0.226	\$0.232	\$0.238	\$0.244	\$0.250	\$0.257
Energy Cost w/ Credit	\$70,243.67	\$71,606.13	\$73,010.33	\$74,457.44	\$75,948.66	\$77,485.22	\$79,068.39	\$80,699.48	\$82,379.82	\$84,110.80
PPA Rate	\$0.184	\$0.189	\$0.194	\$0.199	\$0.205	\$0.210	\$0.216	\$0.222	\$0.228	\$0.234
PPA Payment	\$62,875.24	\$64,281.29	\$65,718.78	\$67,188.41	\$68,690.91	\$70,227.01	\$71,797.47	\$73,403.04	\$75,044.51	\$76,722.70
Annual Savings	\$7,368.43	\$7,324.84	\$7,291.56	\$7,269.03	\$7,257.75	\$7,258.21	\$7,270.92	\$7,296.44	\$7,335.31	\$7,388.11
Cash Flow	\$85,416.00	\$92,740.84	\$100,032.40	\$107,301.43	\$114,559.18	\$121,817.38	\$129,088.30	\$136,384.74	\$143,720.05	\$151,108.16
% Savings	14.3%	13.9%	13.4%	13.0%	12.6%	12.3%	12.0%	11.7%	11.4%	11.2%

Roseville Skate Center PV System Layout (DRAFT)

300kw



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1-25-2016

Item No.:

Department Approval

City Manager Approval



Item Description: Parks and Recreation Commission Meeting with the City Council

BACKGROUND

The Parks and Recreation Commission meet periodically with the City Council to discuss work items.

The Commission will plan to share information on the following items:

- 1716 Marion Street park proposal
- A proposed approach for creating a community involvement process for the Cedarholm Golf Course Clubhouse replacement

1716 Marion Street Park Proposal

On January 5, 2016 the Parks and Recreation Commission heard a presentation on a concept park project proposal at 1716 Marion Street and made a recommendation. Included in your packet are the minutes of that meeting. They will plan to share their recommendation with you.

Roseville Cedarholm Golf Course Clubhouse Replacement

At the joint meeting on November 30, 2015 further discussions occurred regarding the replacement or renovation of the clubhouse at the Cedarholm Golf Course. Subsequently, the City Council requested that the Parks and Recreation Commission, as they have in the past, engage the community to discuss the replacement of the clubhouse, explore funding opportunities and report back to the Council with a recommendation.

The Parks and Recreation Commission have had subsequent discussions at their December and January meeting and have outlined the enclosed approach for the replacement of the clubhouse. It is very similar to previous engagement processes that the Commission has done and what the City Council indicated they were pleased with, e.g. Master Plan Update, Harriet Alexander Nature Center Planning Committee and the OVAL Task Force.

At the January 5, 2016 Parks and Recreation Commission meeting, the Commission specifically reviewed and discussed the approach and unanimously supported the Advisory Committee make up, timeline and objectives.

Commission representatives will be at your meeting to review and seek any input or further guidance.

Prepared by: Lonnie Brokke, Director of Parks and Recreation

Attachment A: Parks and Recreation Commission Draft Meeting Minutes of the January 5, 2016

B: Approach for Creating a Community Involvement Process for the Cedarholm Golf Course Clubhouse Replacement

Approach for Creating a Community Involvement Process for Cedarholm Golf Course Clubhouse Replacement

Community Advisory Committee Possible Makeup:

- 3 – Parks and Recreation Commission
 - Commission Chair Stoner and Commissioners Gelbach and Holt
- 1 Finance Commission representative – assigned by the finance commission
- 1 Council Liaison – assigned by the City Council
- 1 Historical Society representative – assigned by the Historical Society
- 1 Senior Golf League representative – assigned by the league board
- 7 applicant representatives – advertised – application process – determined by facilitator
 - 4 representing golf leagues
 - 3 representing general public

14 total representatives: 7 assigned representatives, 7 applicant representatives

Staff Participation:

- Parks & Recreation Director
- Parks & Recreation Assistant Director
- Golf Course Superintendent
- Golf Course Program Supervisor
- Others as needed and appropriate

Time Line:

- Seek applications and secure participants: January/February 2016
- Notify participants: Late February 2016
- Taskforce Timeframe: Mid-March through August/September 2016
- Taskforce Report completed: August/September 2016

Taskforce Objectives:

- Define process including community input
- Engage community
- Identify Funding options and opportunities
- Explore potential partnerships
- Create a preliminary building function concept
- Keep Parks and Recreation Commission involved and informed
- Keep City Council informed
- Make report and recommendation to the City Council

CHAPTER 201

ADVISORY COMMISSIONS

SECTION:

- 201.01: Establishment
- 201.02: Purpose
- 201.03: Membership
- 201.04: Terms
- 201.05: Compensation
- 201.06: Organization
- 201.07: Meetings and Reports

201.01: ESTABLISHMENT:

- A. All permanent standing advisory commissions to the City shall be established by adoption of an ordinance under this Title, and shall be governed by the provisions of this Chapter.
- B. From time to time, the City Council may elect to establish other advisory groups by adoption of a resolution establishing, among other things, the purpose, membership, organization, duties and term of service for such advisory groups.

201.02: PURPOSE:

Advisory Commissions are established to provide a method for citizen input and are advisory to the City Council. No advisory commission shall have decision-making authority for the City, except as expressly established by this Code or State Statutes.

201.03: MEMBERSHIP:

- A. All members of advisory commissions shall be residents of the City, and shall be appointed by majority vote of the City Council.
- B. In addition to the regular commission members, the City Council may appoint additional residents of the city who are the age of 18 or under and enrolled in high school to serve one-year terms as ex-officio youth commissioners.

201.04: TERMS:

- A. Term Length: Members shall serve terms of three years, except for youth members and the first members appointed following the creation of the commission. First members shall be appointed as follows: At least one third of members shall be appointed for three-year terms, up to one third of the members shall be appointed for two-year terms, and the balance of the members shall serve a one-year term. Term length for any member will be established by the Council at the time of the appointment.
- B. Oath of Office: Every appointed member, before beginning his or her duties shall take an oath stating that he or she will faithfully discharge of the duties of the commission to which he or she was appointed. Individual commissioners are expected to understand and adhere to the Roseville

Ethics Code and attend the annual ethics training.

C. Expiration of Terms: A member's term shall expire on March 31 of the year of the expiration of the term, or at such time as a successor is appointed.

D. Term Limits: Members are eligible to serve two consecutive full terms on a commission in addition to any partial term served to complete an unexpired term resulting from a vacancy or an initial term upon creation of a commission. Upon completion of service on one commission, residents can be eligible for appointment to another commission, or after a period of at least one year, for appointment to the same commission on which they have previously served.

E. Vacancies: Vacancies during a term shall be filled by the City Council for the unexpired portion of a term. A vacancy occurs in any of the following circumstances: resignation, residence outside the city, removal or death. The City Council reserves the right to defer filling commission vacancies for any length of time deemed necessary.

F. Attendance: It is the expectation that Commissioners attend all meetings of the commission. An absence is considered the same whether it is excused or unexcused. If a commissioner is absent three consecutive meetings and/or misses a total of 30% or more of commission meetings in a rolling 12 month period, the staff liaison or commission chair will forward the information to the City Council.

G. Removal: Members may be removed by the City Council without cause. A member's removal shall be by majority vote of the City Council. In addition:

1. If a member fails to comply with the Roseville Ethics Code, the member may be removed by the City Council.
2. If a member has absences from more than three consecutive commission meetings, or is absent from more than 30% of the meetings in any rolling 12 month period, the member may be removed by the City Council.

201.05: COMPENSATION:

Members of all advisory commissions shall serve without compensation.

201.06: ORGANIZATION:

A. Election of Officers: At the first meeting following the start of new regular terms of appointment, or at such other time as required by State Statutes, each advisory commission shall elect a chair and vice-chair from among its appointed members for a term of one-year.

B. Governing Documents: City Code and State Statutes will govern commission activities. A commission shall not adopt separate by-laws or rules to govern commission duties or activities.

C. Committees, Subcommittees and Task Forces: Commissions may by majority vote appoint committees or subcommittees of their own members from time to time as required for the conduct of their business. The formation of any other committees, task forces and/or alternate workgroups would be subject to the provisions of this Chapter and shall be created only after approval of the City Council. Subcommittees shall report on work underway and completed on a regular basis to the full commission.

D. Logo and Materials: To reflect the official nature of the commission and to preserve consistency of the City's brand, only the official city logo or a Council-approved derivative of the logo, that contains the words "City of Roseville," shall be used on commission materials.

E. Accessibility: Commission members will be available to residents of the city by providing a preferred phone number or email address that can be used on the city website and/or on print materials.

F. Staff Liaison: Each commission will be served by a staff liaison to assist in meeting planning and commission processes and serve as a conduit to city staff and the City Council.

G. New Commissioner Training: New commission members will receive both general and commission-specific training from the staff liaison and commission chair before beginning their term.

201.07: MEETINGS AND REPORTS:

A. Meeting Schedule: Prior to the start of each calendar year, each commission shall adopt a regular meeting schedule for the coming year. Commissions may amend their regular meeting schedule, cancel meetings, or call special meetings as needed by majority vote at a regular commission meeting. Commissions shall meet at least quarterly, except as otherwise required by this Code or State Statutes.

B. Joint Meeting with City Council: At least once a year, each commission shall meet with the City Council to report on the previous year's work and to discuss work plans and pending issues for the upcoming year. Commissions may request additional joint meetings with the City Council whenever necessary to share information or seek guidance. A staff liaison is assigned to assist each commission and will work with the City Manager to schedule any joint meetings.

C. Open Meeting Law and Data Practices: All meetings of a quorum of a commission need to be properly noticed and shall be subject to the requirements of State Statutes section 13D, as applicable. Individual commissioners are expected to understand and adhere to applicable state laws and statutes. When a vacancy exists on a commission, a quorum shall consist of a majority of the commission's non-vacant seats.

D. Rules of Order: All commissions shall be subject to the same Rules of Order as are adopted annually by the City Council.

E. Meetings: Commission meetings shall be held in a public place and the time, date, and location of the meeting shall be publicly noticed. Commission must allow time for public comment on each agenda item and at a Public Comment portion of the agenda at the beginning of each meeting. All meetings shall be televised and recorded for future reference. External site tours by a Commission shall be exempt from being televised, but such tours shall be publicly noticed as all other Commission meetings.

F. Minutes and Reports: Commissions are required to keep a record of its meetings and actions available through the City, as well as other recommendations, reports, studies and other documents created or performed by or for a commission. Minutes of the meeting shall be detailed in the same way as the City Council minutes are written.

(Ord. 1481, 07-20-2015)

CHAPTER 204

PARKS AND RECREATION COMMISSION

SECTION:

204.01: Establishment and Membership

204.02: Scope, Duties and Functions

204.01: ESTABLISHMENT AND MEMBERSHIP:

There is established a parks and recreation commission of the city, which shall consist of nine members appointed by the City Council and which shall be subject to Chapter 201 of the City Code. (Ord. 1253, 6-26-2001)

204.02: SCOPE, DUTIES AND FUNCTIONS:

The duties and functions of the commission shall be as follows:

- A. Serve in an advisory capacity to the City Council, City Manager and Director of Parks and Recreation on parks and recreation matters.
- B. Maintain an interest in and an understanding of the functions and operations of the parks and recreation department.
- C. Maintain an interest in and an understanding of the city school system and promote the greatest possible utilization of school and municipal recreation programs.
- D. Endeavor to secure a full and complete understanding of the city's needs and desires for parks and recreational facilities and be sensitive to the acceptance within the community of the current program.
- E. Convey to the City Council their understanding of the community's sentiment regarding recreation and parks and to submit recommendations to the City Council on parks and recreation programs and policy.
- F. Review conditions and adequacy of city park property.
- G. Provide hearings to groups or individuals, upon request, regarding parks and recreation matters.
- H. Keep informed and consider all financial aspects pertaining to parks and recreation.
- I. Consider proper names for city park property.
- J. Propose regulations for control of city park property to the City Council.
- K. Advise and assist architectural engineers on preparation of specific plans prior to the presentation to the City Council for formal approval.
- L. Represent the city at community functions where appropriate and approved by the City Council.
- M. Represent the city at meetings with other community, county or state boards of similar nature where appropriate and approved by the City Council.

- N. Perform other duties and functions or conduct studies and investigations as specifically directed or delegated by the City Council. (Ord. 1038, 6-27-1988)
- O. Shall act in all matters relating to the Urban Forest Management Ordinance contained in Chapter 706 of this code, and shall act as the Tree Board as set forth in section 706.03 of this code. (Ord. 1481, 07-20-2015)

Harriet Alexander Nature Center

OPEN HOUSE

Sunday, February 7, 2016

1:00-5:00pm



In honor of the **Chinese New Year**
we'll be celebrating the

Year of the Monkey!



Enjoy fun customs of Chinese New Year
while getting to know what makes all **Primate** animals special!

★ Games ★ Activities ★ Exhibits ★ Crafts ★ Treats



After visiting the Nature Center, don't forget to stop in at our neighbor's,
the Wildlife Rehabilitation Center. They're having their very special, only-once-a-year open house where
you can take a peek behind the scenes at this animal "hospital."

Harriet Alexander Nature Center

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