

**Roseville Parks and Recreation Commission Meeting
August 3, 2017, 6:30 P.M.
Roseville City Hall
2660 Civic Center Drive**

AGENDA

- 1. Introductions**
- 2. Public Comment Invited**
- 3. Approval of Minutes of June 6, 2017**
- 4. Park Dedication Method Discussion**
- 5. Comprehensive Plan - Parks and Recreation System
Master Plan Review and Update**
- 6. Follow-Up to City Council Joint Meeting**
- 7. Ongoing Topics**
 - i. Cedarholm Community Building Replacement**
 - ii. Emerald Ash Borer (EAB)**
- 8. Staff Report**
- 9. Other**
- 10. 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: July 25, 2017
Re: Notes for Commission Meeting on **Thursday, August 3, 2017**

1. Introductions

2. Public Comment Invited

3. Approval of Minutes of the June 6, 2017 Meeting

Enclosed is a copy of the minutes of June 6, 2017. Please be prepared to approve/amend.

Requested Commission Action: Approve/amend meeting minutes of June 6, 2017.

4. Park Dedication Method Discussion

As part of the Comprehensive Plan, a subdivision code includes a Park Dedication requirement. This is something that the Parks and Recreation Commission recently reviewed and provided input for City Council consideration. Included in your packet is the final Ordinance language.

As discussions have continued surrounding the Park Dedication Ordinance, there were some suggestions about looking into the League of MN Cities suggested formulas for calculating fees. The City Council requested that staff and the Commission look into this and provide feedback. In your packet is the League of MN suggested step-by-step approach and an example of a most recent residential development and an example of a recent commercial development for you to review.

Due to the extensive Capital Improvement Program (CIP) and a robust and relatively recent Park and Recreation System Master Plan, the current process for identifying Park Dedication Fees is by surveying other similar community's rates. In contacting other communities, this is there method as well.

The current rate for residential is 10% of the land or \$4,000 per unit. For non-residential, the rate is 5% of the land or 10% of the FMV. There was also discussion at the City Council level about increasing the commercial rate from 5% of land to 10%, making it the same as the FMV requirement.

Staff will be prepared to review the current process as well as the step-by-step approach as interpreted.

Requested Commission Action: Review, discuss and provide feedback.

5. Comprehensive Plan - Parks and Recreation System Master Plan Review and Update

The Parks and Recreation System Master Plan goals and policies are being reviewed as part of the City Comprehensive Plan Update. These will eventually substitute those currently in the Parks, Open Space and Recreation Section in the Comprehensive Plan.

At your May meeting, you arrived at a review process per the enclosed spreadsheet indicating whether to keep, delete or revise.

At your June meeting, you reviewed and commented on goals and policies #1.

It is the intent at this meeting to get as far down the list on Goals 2, 3 and 4 at a pace you are comfortable.

These goals and policies are relatively recent, developed by the Community and adopted by the City Council in 2010 as part of the Master Plan update.

Requested Commission Action: Review Goals and Policies number 2, 3 and 4

6. Follow-up to City Council Joint Meeting

This is an opportunity for you to review your June 19, 2017 joint meeting with the City Council. Included in your packet are the minutes of that meeting for your reference and an executed Pollinator Friendly Community Resolution.

Requested Commission Action: Review and discuss.

7. Ongoing Topics

I. Cedarholm Community Building Replacement Update

The Design Development Services (Task #1) and the Plans and Specifications (Task #2) for the Cedarholm Community Building are now complete.

Task # 1 final presentation to the City Council was on June 5, 2017.

Task #2 presentation was on July 10, 2017.

Following the completion and reporting on the two tasks above, on July 10, 2017, the City Council authorized advertising for bids for a project.

Advertising began on July 11, 2017. Bids are due on August 1, 2017. Included in your packet is a table of contents of the Building Specifications. A full set of plans and specifications are available in the Parks and Recreation office.

It is anticipated that the City Council will consider bid results on August 14, 2017.

This topic is a regular agenda item each month in order to keep the Commission updated, allow for continued community input, and to gather advice.

Requested Commission Action: Review, update, provide feedback.

II. Emerald Ash Borer (EAB)

Include in your packet is the latest report from the Minnesota Department of Agriculture. Any new information will be provided as available.

Requested Commission Action: Review, update, provide feedback.

8. Staff Report - other relevant communications will be provided as necessary.

9. Other

10. Adjourn

**ROSEVILLE PARKS AND RECREATION COMMISSION
DRAFT MEETING MINUTES FOR
June 6, 2017 6:30pm**

PRESENT: Bole, Gelbach, Heikkila, Hoag, Newby, O'Brien, Stoner, Warzecha
ABSENT: Baggenstoss
STAFF: Brokke, Christensen

1. INTRODUCTIONS

Chair Gelbach stated that Commission Member Baggenstoss notified staff that he would not be at the meeting due to work commitments.

2. ROLL CALL/PUBLIC COMMENT

No public in attendance.

3. APPROVAL OF MINUTES – MAY 2, 2017 MEETING

Vice-Chair O'Brien moved to approve the May 2, 2017 meeting minutes. Commissioner Newby seconds. Motion passed unanimously.

4. CITY COMPREHENSIVE PLAN – PARKS AND RECREATION SYSTEM MASTER PLAN REVIEW AND UPDATE

Staff reviewed the goals and policies adopted in 2010, as part of the updated System Master Plan. These were intended to replace the previous goals listed in the Comprehensive Plan, however, this has not yet occurred.

Vice-Chair O'Brien asked if the policies were not updated in the Comprehensive Plan due to opposition. Staff confirmed there was not opposition to the updated goals. Rather, the formal process had just not been initiated to update the Comprehensive Plan.

Staff suggested the Commission review the goals and policies and if they have comments or suggestion to list them on the worksheet for discussion. The Commission agreed to go through Goal 1 during the June 6, 2017 Commission meeting and to review the additional goals at subsequent meetings.

Vice-Chair O'Brien suggested that a mechanism and timeline for sharing progress on the evaluation of the Master Plan (Policy 1.1 and 1.2) could potentially be shared with Commissioners.

Commissioner Stoner questioned if staff still utilize the constellations referred to in Goal 1.5. Staff confirmed that constellations are still used for the delivery of programs, facilities and services.

Chair Gelbach suggested that "where possible" could be added to 1.19 and 1.20 to allow for some additional flexibility within the goals.

Commission discussed the differences between policies and guidelines.

Commission recommended:

- Goal 1.19 Add: "whenever possible"

- Goal 1.20 Update: Pursue additional funding such as local option sales tax or State bond funds to support Roseville facilities of regional or State-wide significance where possible.

5. CEDARHOLM COMMUNITY BUILD REPLACEMENT UPDATE

Staff presented “Task 1” to the City Council at the June 5, 2017 meeting with Architects from Hagan, Christensen and McIlwain.

The “Task 1” update included the following Design Development Set:

- Aerial View – depicts the increased parking spaces and Community Building location
- Overall site plan
- Rendition – the fireplace was changed from a single side inside the building to a double-sided fireplace inside and outside.
- Energy efficiencies and the potential for future solar opportunities are being considered by the Architect.
- Elevation view
- Furniture floor plan
- Cart storage area – staff and the architect are still exploring the best option for the cart storage design.

Overall, the City Council was supportive of the Cedarholm Community Building updates. They did request additional information on a variety of topics, including:

- The option for a basement – this option was previously researched and had not been pursued due to costs and access concerns.
- What type of kitchen will be included in the building – staff confirmed it will be a catering kitchen.
- Bird strikes on the windows – the architects are exploring options.

Timeframe update:

- June 5, 2017 – Task 1 (design development) update
- July 10, 2017 – Task 2 (construction documents) update
- July 10, 2017 – Consider advertising for proposals
- August 14 of August 28, 2017 – Consider project

The following financial update was also provided:

	Estimates at 3/20/17	Refined at 6/5/17
Cedarholm Community Building (includes site work, parking lot, cart storage and green relocation)	\$2,350,000	\$2,029,000
Furniture and equipment (kitchen and other)	TBD	TBD
Technology/Security	TBD	TBD
Planning and Management	\$285,000	\$285,000
Contingency	TBD	TBD
Total Community Building and Cart Storage	\$2,635,000	\$2,314,000

Commissioner Heikkila wondered whether a basement could serve as a severe weather shelter. Staff responded that it would not be intended to be used as an official shelter for inclement weather. Rather, it would serve as additional storage space for the City.

The cost estimates of a basement were \$100-\$125/sq. ft. for a total cost of \$625,000 for the entire 5,000 sq. ft. area. This cost does not include an elevator.

The Commission discussed that storage in a basement is incredibly hard without a large freight elevator.

6. DISCUSS AND PREPARE FOR JOINT MEETING WITH CITY COUNCIL

The Commission agreed to gather at 6:15 p.m. prior to the Joint Meeting with the City Council on June 19, 2017. Chair Gelbach offered to cover the Pollinator Friendly Resolution portion of the presentation. Commissioner Newby volunteered to present the Deer Reduction Program. Vice-Chair O'Brien suggested including Emerald Ash Borer (EAB) as part of the presentation and volunteered to present on the topic.

The Commission discussed that the current EAB Policy of "treat, remove and replace" is a good approach that will keep the look of Roseville as an established community.

The Commission confirmed that they are comfortable with the RCA as a guide and the identified attachments.

7. STAFF REPORT

- Park Planning – 1716 Marion Street & 2132 Marion Street
 - o Proposal approved by the City Council.
- Subdivision Code – Park Dedication Ordinance
 - o A memo was provided to the Community Development Department based on the feedback from last month's Parks and Recreation Commission Meeting. The City Council also weighed in on the Park Dedication Ordinance. Another rendition of the Park Dedication Ordinance will be drafted for the City Council based on the feedback.
- Playground build at Tamarack Park – Thanks to all of the volunteers that came out to help!
- Roseville School of Dance Spring Recital: June 10-11, 2017 – RAHS Auditorium
- Joint meeting with the Ramsey County Parks and Recreation Commission is confirmed for the October 3, 2017 Roseville Parks and Recreation Meeting
- Discover Your Parks (DYP): June 21-August 16, 2017 – A different park every week!
- Summer Entertainment: Live @ the Rog: June 11-August 13, 2017 – Central Park/Frank Rog Amphitheatre
- Rosefest 2017: June 22-26 & July 4th
- Taste of Rosefest: Thursday, June 22, 2017 (5:00 p.m. – 8:00 p.m.) Central Park Muriel Sahlin Arboretum
- Rosefest 9 & Dime – Friday, June 23, 2017 (12 p.m.) Cedarholm Golf Course
- Run and Roll for the Roses – Saturday, June 24, 2017 (7:55 a.m.)

- Community Theatre – Saturday, June 24, 2017 (2:00 p.m.) Central Park, Frank Rog Amphitheatre
- Backyard Campout – Saturday, June 24, 2017 – Sunday, June 25, 2017 (5 p.m. – 8 a.m.) Harriet Alexander Nature Center
- Rosefest Golf Tournament – Sunday, June 25, 2017 (8:00 a.m. – 11:30 a.m.) Cedarholm Golf Course
- Porsche Car Show – Sunday, June 25, 2017 (10:00 a.m. – 1:00 p.m.) Central Park Dale Street Athletic Fields
- Touch a Truck and Teddy Bear Band – Sunday, June 25, 2017 (5:00 p.m. – 7:30 p.m.) Central Park Frank Rog Amphitheatre
- 27th Annual Rose Parade – Monday, June 26, 2017 (6:15 p.m.)
- July 4th Party in the Park – Carnival, Concerts and Fireworks (1:00 p.m. – 10:30 p.m.) Central Park at Lexington
- Natural Resources Renewal Events:
 - o June 17, 2017 – Lexington Park (10:00 a.m. – 12 p.m.)
 - o July 15, 2017 – Villa Park (10:00 a.m. – 12 p.m.)
- 2016 Parks and Recreation Annual Report distributed to all Commissioners

8. **OTHER**

Commissioner Stoner will be marching in the Rosefest Parade and looks forward to seeing all of his fellow Commissioners there.

The Discover Your Park (DYP) sign-up sheet was distributed to Commissioners. Staff provided additional details on the DYP events and the materials that will be available for Commissioners to distribute.

Meeting adjourned at 8:05 p.m.

Respectfully Submitted,
Danielle Christensen, Department Assistant

1103.06: Park Dedication

- A. Authority: Minnesota Statutes 462.358, subdivisions 2b and 2c permits the City to require dedication of park land, or cash in lieu of land, as part of the subdivision process in order to fulfill its plans for recreational facilities and open spaces. The City Council, at its discretion, will determine whether park dedication is required in the form of land, cash contribution, or a combination of cash and land. To properly use this authority, the City will base its determination on existing development, the need created by the proposed development, and the plans and policies of the City embodied by the Parks and Recreation System Master Plan, Pathways Master Plan, and Comprehensive Plan.
- B. Condition to Approval: Park dedication will be required as a condition to the approval of any subdivision of land involving one acre or more and resulting in a net increase of development sites. The Parks and Recreation Commission shall recommend, in accordance with Statute and after consulting the approved plans and policies noted herein, either a portion of land to be dedicated to the public, 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.
- C. Park Dedication Amount: The portion of land to be dedicated in all residentially zoned areas shall be 10% and 5% in all other areas. Park dedication fees shall be reviewed and determined annually by City Council resolution and established in the fee schedule in Chapter 314 of this Code, and the fee shall be paid as part of the Development Agreement required in Section 1102.07-05 of this Title.
- D. Utility Dedications Not Qualified: Land dedicated for required street right-of-way or utilities, including drainage, does not qualify as park dedication.

Appendix: Sample Park Dedication Methodology

(This is a sample of one methodology; a city is not required to take it into account.)

Step 1.

The city should conduct a parks study to generally determine what it would like to see in the community regarding parks, recreation, trails, and open space. That study should consider whether current facilities are sufficient to meet the needs of current residents. If there is a deficiency, the city should calculate what additional expenditures would be necessary to meet that city's desired parks plan.

Step 2.

The city should calculate the total amount of city parks, recreation, trails and open space, plus any additional amount to meet current, but unmet park goals.

Step 3.

The city should evaluate usage of city parks, recreation, trails, and open space with a goal of estimating the percentage of facilities that exist to serve residential landowners and percentage that exists to serve the needs of commercial development. In arriving at these percentages, it is helpful to consider the use of park facilities by businesses and their workers and the use by sports teams that may be sponsored by businesses. From this analysis, the city will be able to identify the percentage of its parks needs that should be met by residential development and what percentage should be met by commercial/industrial development.

Step 4.

The city then will use the results of step 2 and step 3 to calculate parkland acreage, per resident or per employee. The following examples may be helpful:

Per Capita Residential Share/Per Capita Commercial Share

Existing Park Lane and Trail Acreage
300 acres

Residential Share
 $90\% \times 300 = 270 \text{ Acres}$

Per Capita Residential Share
 $270 \text{ acres} / 15,000 \text{ residents (population)} = .018 \text{ acres per Resident}$

Commercial Share
 $10\% \times 300 = 30 \text{ acres}$

Per Capita Commercial Share
30 acres/1000 employees in city = .03 acres per Employee

Step 5.

Establish park dedications by ordinance. The amount of land to be dedicated as part of residential subdivision or plat will be equal to the per acre residential share (determined in Step 4) times the number of residents expected in the development or subdivision. To arrive at an amount in lieu of land dedication, take the per acre value of undeveloped land times the amount of land the city could have required to be dedicated.

Step 6.

To calculate the amount to be dedicated as part of a commercial development, multiply the per acre commercial share (determined in Step 4) by the number of employees expected in the development. To arrive at a cash payment in lieu of land dedication, take the per acre value of undeveloped commercial land times the amount of land the city could have required to be dedicated.

Step 7.

Make provisions in your ordinance to provide that these are the maximum amounts the city can charge and give the council discretion to vary from these requirements as a result of unique attributes of the development or to account for parks or open space that may already be included the development. (Note: The city is not required to take any of these considerations into account when arriving at the park dedication amount.)

PARK DEDICATION

LEAGUE OF MN CITIES SAMPLE PARK DEDICATION METHODOLOGY

Assumptions:

Step 1

Current Parkland:	680
Additional Park Need:	25
Roseville Population:	33,690
Roseville Workers:	36,000
Residential Need:	75%
Commercial Need:	25%
Average Person/Household - Ramsey County:	2.47

Step 2

Step 3

Step 5

Step 6

Step 4

Residential Share (Residential Need X Current Park Land):
75% X 680 = 510 Acres

Per Capita Residential Share (Residential Share/Population):
510 / 33,690 = 0.0151 Per Acre Residential Share

Commercial Share (Commercial Need X Current Parkland):
25% X 680 = 170 Acres

Per Capita Commercial Share (Commercial Share/Roseville Workers):
170 / 36,000 = .0047 Per Acre Commercial share

Residential:
Land: (Per acre residential share X number of residents in development)
Cash: (Per acre value of undeveloped land X amount of land the city could have required to be dedicated)

Commercial:
Land: (Per acre commercial share X number of proposed employees)
Cash: (Per acre value of undeveloped commercial land X amount of land the city would have dedicated)

PARK DEDICATION

STEP 5 (RESIDENTIAL) – ROSEVILLE METHODOLOGY COMPARISON

Farrington (2016)	
Total Existing Fair Market Value (FMV):	\$227,800
Existing Plat:	1
Total New Plats:	5
Total Plats:	6
Original Parcel Size:	3.5 Acre
Undeveloped Land:	2.25 Acre
Undeveloped Land Value: (\$227,800/3.5)*2.25	\$146,442
Per Acre Undeveloped Land Value: (\$146,442/2.25)	\$65,085

Current Methodology:

Original Parcel Size X 10%: (3.5 X 10%)	0.35	Acres Land Dedication
Total New Plats X Rate: (5 X \$3,500*)	\$17,500	Total Dedication Dollar Value

*2016 Rate: \$3,500
2017 Rate: \$4,000

League of MN Cities Sample Methodology:

Total New Plats X Average Person/Household: (5 x 2.47)	12.35	Total Person/ Development
Per Acre Residential Share X Total Person/Development: (.015 X 12.35)	.187	Acres Land Dedication
Per Acre Undeveloped Land Value X Acres Land Dedication (\$65,085 X .187)	\$12,168	Total Dedication Dollar Value

PARK DEDICATION

STEP 6 (COMMERCIAL) – ROSEVILLE METHODOLOGY COMPARISON

Home2 Suites & Hampton Inn (2015)	
Total Existing Fair Market Value (FMV):	\$1,949,800
Original Plat Size:	3.72
Undeveloped Land:	3.72
Undeveloped Land Value:	\$1,949,800
Per Acre Undeveloped Land Value: (\$1,949,800/3.72)	\$524,140
Estimated Employee Count:	162

Current Methodology:

Original Plat Size X 5%: (3.72 X 5%)	0.186	Acres Land Dedication
FMV X 7%: (\$1,949,800 X 7%)	\$136,486	Total Dedication Dollar Value
FMV X 10%: (\$1,949,800 X 10%)	\$194,980	Current Total Dedication Dollar Value

League of MN Cities Sample Methodology:

Per Acre Commercial Share X Total Proposed Employees: (.0047 X 162)	.76	Acres Land Dedication
Per Acre Undeveloped Land Value X Acres Land Dedication (\$524,140 X .76)	\$398,346	Total Dedication Dollar Value

*2015 Rate: 7%
2016 Rate: 7%
2017 Rate: 10%

Goal 1: Parks and Recreation Systems Management

Goal: Maintain ongoing parks and recreation planning, maintenance, and asset management process that involves citizen engagement, adheres to professional standards, and utilizes prudent professional practices. Ensure timely guidance for protecting the community's investment in parks, open space, and recreation programs and facilities to enhance their long-term and sustained viability.

Policy	Keep	Delete	Revise	Notes
1.1: Re-evaluate, update, and adopt a Park and Recreation System Master Plan at least every five years to reflect new and current trends, changing demographics, new development criteria, unanticipated population densities, and any other factors that affect park and recreation goals, policies, and future direction of the system.	X			
1.2: Monitor progress on the Parks and Recreation System Master Plan annually to ensure that it provides actionable steps for maintaining, improving, and expanding the system.	X			Vice-Chair O'Brien suggested adding a potential tracking timeline to this policy.
1.3: Maintain and operate parks, open space, and recreation facilities in a safe, clean, and sustainable manner that protects natural resources and systems, preserves high quality active and passive recreation opportunities and experiences, and is cost-effective.	X			
1.4: Consider staffing and resource needs in the evaluation of proposals for additions to parks, programs, and facilities.	X			
1.5: Use the Sector and Constellation organization structure as the basis for park, recreation program, and facility locations, development, and service delivery.	X			
1.6: Enhance neighborhood and community identity in the design of parks, programs, and facilities through public art, special events, and stewardship of natural features.	X			
1.7: Establish a service standard of having a neighborhood park or active play space in every park service constellation.	X			
1.8: Preserve parks and school open space areas as part of the citywide systems plan for structured recreation space and unstructured preserved natural areas.	X			
1.9: Include Ramsey County park land and open space in planning and providing recreation services to Roseville residents.	X			
1.10: Seek partnership to provide the community with a greater diversity or number of parks and facilities, and to offer a more expansive catalog of programs and events.	X			
1.11: Seek sponsorships and scholarships and other revenue streams to facilitate program fee reductions.	X			

1.12: Continue to coordinate, cooperate, and collaborate with adjacent communities, school districts, and governmental jurisdictions to leverage resources regarding the use of parks on common municipal boundaries and on joint programming where appropriate for mutual benefit to optimize open space, fitness, and recreation programming and facility options.	X				
1.13: Complete park concept plans for all parks.	X				
1.14: Evaluate the maintenance implications of potential park land acquisitions and capital improvements.	X				
1.15: Annually recommend the adoption of a ten-year Capital Improvement Plan (CIP) for Parks and Recreation.	X				
1.16: Use the procurement methods that deliver the best value for the community.	X				
1.17: Research, develop, and recommend to the City Council and citizens periodic bond referendums, park and trail dedication fees, urban forest management fees, special assessments, or other funding programs to reinvest in parks and recreation facilities needed within Roseville.	X				
1.18: Explore the potential for implementing a park service district as a means of creating a sustainable, independent source of local funding for the parks and recreation system.	X				
1.19: Supplement the development and maintenance of parks and recreation lands and facilities with the use of non-property tax funds.	X				Add: "Whenever possible"
1.20: Pursue local option sales tax or State bond funds to support Roseville facilities of regional or State-wide significance.	X				Update: Pursue additional funding such as local option sales tax or State bond funds to support Roseville facilities of regional or State-wide significance where possible.
1.21: Discourage commercial uses in parks, programs, or facilities and/or parks and recreation facilities. However, commercial uses could be permitted in situations in which the proposed use complements the park or recreation function, is benign, or where it does not conflict with the purpose of the park, recreation facility, or the overall intent of the Parks and Recreation System Master Plan. In no case should a commercial use be permitted in designated conservation or natural use areas.	X				

1.22: Involve the Parks and Recreation Commission in the parks and recreation planning process. Support the Commission in its role as liaison between citizens and Roseville's elected officials and appointed staff to interpret citizen needs and interests and to recommend programs, facilities, and services that serve them. Stimulate additional volunteer involvement in the delivery and support of the parks and recreation system.	x				
1.23: Involve a diverse and representative group of participants in the parks and recreation planning process. Conduct active and continuous interaction within the community with neighborhoods, special interest groups, and individuals of all ages to achieve effective recreational programming and facility development.	x				
1.24: Parks and recreation staff should play the key role in the delivery of parks, programs, and facility services. Community volunteers should be used whenever and wherever possible and appropriate to enrich the experience for the participant and volunteer.	x				
1.25: Develop and implement an ongoing public information and marketing program to inform the public of their investments, opportunities, and benefits of a quality parks and recreation system.	x				
1.26: Assign names, or change names, of City- owned parks or recreation facilities, in consultation with the Parks and Recreation Commission, based on natural habitat, geographic location, and appropriate non-descript terminology. Only under certain and exceptional circumstances will consideration be given to names of individuals and/ or organized groups, associations, or businesses.	x				

Goal 2: Parks Development, Redevelopment and Rehabilitation

Goal: 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	Keep	Delete	Revise	Notes
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.				

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

Goal: 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	Keep	Delete	Revise	Notes
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.				
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.				
3.3: Determine potential locations and acquire additional park land in neighborhoods and constellations that are lacking adequate parks and recreation facilities.				
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.				
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.				
3.6: Use park dedication funds to acquire and develop new land in addition to other funding sources.				
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

Goal: 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	Keep	Delete	Revise	Notes
--------	------	--------	--------	-------

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).					
4.2: Develop, adopt, and implement a Trails Management Program (TMP).					
4.3: Advocate the implementation of community pathways on the County Road C and Lexington Avenue corridors to accommodate pedestrian and bicyclist movement and inclusion of community character and identity features.					
4.4: Maintain the trail and pathway system through all seasons.					
4.5: Make the park system accessible to people of all abilities.					
4.6: Align development and expansion of non-motorized trails, pathways, community pathways, 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.					
4.7: Educate the public on the advantages and safe use of non-motorized trails, pathways, and community pathway connections.					
4.8: Develop clear and communicative signage and kiosks for wayfinding.					

Goal 5: Recreation Programs and Services

Goal: Provide Roseville residents with opportunities to participate in a variety of recreation, athletic, wellness, art, social, learning, and environmental education activities and programs through well- designed, cost effective, and relevant services.

Policy	Keep	Delete	Revise	Notes
5.1: Provide recreation programs and services that address the recreational desires of people of all abilities and all segments of the community including children, teens, adults, and older adults.				
5.2: Organize a variety of community special events that stimulate interest in recreation participation, promote community identity and pride, encourage volunteerism, and bring together all segments of the community.				

5.3: Celebrate Roseville's heritage and cultural potential by acquiring and exhibiting quality works of art, providing access to a variety of performance arts, and by offering a diverse mixture of community events.				
5.4: Administer all programs and services equitably to ensure that all individuals and groups receive adequate representation.				
5.5: Monitor new trends, patterns, and activities in recreation and leisure service programs and incorporate revisions to Roseville's programs to reflect these changes at a broader level.				
5.6: Establish ongoing communication, information, and marketing programs that broaden recreational interests and encourage participation in Roseville's recreation programs.				
5.7: Coordinate and cooperate with school districts, community, county, and state agencies, private businesses, and surrounding municipalities to provide diverse and extensive programs and services that are affordable to all participants.				
5.8: Facilitate community recreation groups by providing technical support, equipment storage, promotional assistance, mailboxes, and meeting space.				
5.9: Act as liaison to recognized community groups providing recreation programs and services.				
5.10: Evaluate all programs and services quarterly and annually for quality, participant satisfaction, financial feasibility, and community desirability.				
5.11: Develop and maintain a system of program fees and charges that assess direct costs to the participants, while remaining affordable to the community.				
5.12: Provide residents with community activities and events using subsidies or fee waivers through scholarships, sponsorships, or other methods of fee assistance.				

Goal 6: Community Facilities

Goal: Locate, design, construct, and manage community facilities to meet the needs of current and future residents.

Policy

Keep

Delete

Revise

Notes

6.1: Provide community facilities that include desired community amenities for recreation and social interaction at an appropriate level within sectors and constellations.				
6.2: Assess community needs and desires for the use of existing community facilities and the need for additional space, renovated space, and improved space.				
6.3: Facilitate a system of community and recreation spaces in conjunction with the school districts that provides for both structured and unstructured times as managed and scheduled by the City.				
6.4: Identify a site, confirm a program, and define a strategy for implementing a community center.				
6.5: Manage and maintain facilities using best practices and cost-effective methods to provide desired recreation services.				
6.6: Leverage private involvement in the form of sponsorships, joint ventures, and contract for services to support facilities.				

Goal 7: Natural Resources Management

Goal: Preserve significant natural resources, lakes, ponds, wetlands, open spaces, wooded areas, wildlife habitats, and trees as integral aspects of the parks system.

Policy	Keep	Delete	Revise	Notes
7.1: Encourage dedication of parks, open spaces, and trails in new development and redevelopment areas, especially those that preserve significant natural resources and/or adjacent to the subject site.				
7.2: Create, adopt, and use Natural Resources Management Plans to preserve, restore, and manage the significant natural resources in the park system.				
7.3: Preserve wooded areas and implement an aggressive reforestation and forestry management program to ensure that Roseville has a substantial aesthetically pleasing and environmentally critical tree population in its parks, open spaces, boulevards, and other City property.				
7.4: Provide community environmental education programs to increase the community's awareness, understanding, and appreciation of natural areas, including the need for trees, proper tree care and plantings procedures.				

7.5: Cooperate with the three watershed districts with jurisdiction over parks in Roseville to effect water quality improvement projects within parks, and to create landscapes that are sensitive to stormwater management goals for park lands. Work with the watershed districts to add features to parks that help park users appreciate the water quality improvements, focusing on features such as overlooks or seating areas that take advantage of view to surface water features, with educational and interpretive signage aimed at creating a better understanding of the need for attending to water quality in our parks and in the community. Work with the watershed districts to create park-like environments surrounding water quality improvement projects and stormwater management basins in non-park areas that are accessible to Roseville residents and the community's working population.				
7.6: Create landscape improvements and design parks to enhance opportunities for wildlife, where those improvements and facilities are not in conflict with other park uses or activities. Direct particular attention to the creation of wildlife habitat in parks, where wildlife would not be compromised by the presence of park activities.				

Regular City Council Meeting

Monday, June 19, 2017

Page 3

Mayor Roe recessed the meeting at approximately 6:28 p.m., and reconvened at approximately 6:29 p.m.

6. Items Removed from Consent Agenda

7. Business Items

a. Joint Meeting of Parks & Recreation Commission with the City Council

Mayor Roe welcomed Park & Recreation Commissioners to tonight's joint meeting. Representing the Commission were Chair Gelbach and Commissioners Luke Heikkila, Cynthia Warzecha, Jerry Stoner, Terrance Newby, Nancy O'Brien, Greg Hoag and Ronald Bole.

In addition to the commission's list of community outreach activities, 2016 project type activities, and work plan items for the upcoming year, Chair Gelbach noted the commission's interest in the City Council's direction on three topics: a pollinator-friendly city resolution, an update on the deer reduction program and next steps, and discussion on the Emerald Ash Borer (EAB) program.

Pollinator-friendly city resolution

Chair Gelbach referenced Attachment A as a draft resolution for consideration outlining the use of best practices where possible and minimization of chemical use where possible. Chair Gelbach asked that the City Council consider adoption of this resolution at some point in the near future.

Councilmember McGehee offered her support for immediate adoption of such an ordinance, opining there were very few places where chemicals were called for. Councilmember McGehee referenced her recent attendance, along with Parks & Recreation Director Brokke, of a webinar about EAB. Councilmember McGehee spoke to the use of chemicals to treat some Ash trees, and suggested that the number of trees be further reduced to focus on those considered as critical or representative of the species. Councilmember McGehee noted that there is no current data available on the impact to birds eating grubs from EAB-infested trees that are chemically injected.

Willmus moved, McGehee seconded, to adopt Resolution No. 11422 Attachment A) entitled, "A Resolution Declaring the City of Roseville as a Pollinator-Friendly Community."

Councilmember Laliberte stated her support of a resolution; asking that staff confirm whether its adoption would imply an expectation of residents that the city as an organization could not meet.

Mayor Roe opined that this served as another example of the City of Roseville leading by example, as confirmed by Mr. Brokke from the audience.

Councilmember Etten stated his support for the resolution; noting the need for the practice to fit the policy, and recognizing existing efforts by the city.

Roll Call

Ayes: McGehee, Willmus, Laliberte, Etten and Roe

Nays: None.

Deer Reduction Program

Commissioner Newby provided a brief recap on the first deer hunt, and supporting documentation from the United States Department of Agriculture (USDA) on the harvest report for the 2016-17 deer control project (Attachment B), as well as the deer feedback map and deer sighting map (Attachments C and D). Commissioner Newby reported that the deer harvested appeared to come from unhealthy herds indicating the area was still over-populated, with ongoing reports of excess deer still in the community based on the amount of activity being observed, even though not necessarily considered a nuisance. In light of the first hunt, on behalf of the commission, Commissioner Newby suggested that the City Council consider whether it may be necessary for an additional hunt to further cull the herd in the future. However, since the first hunt was held in January of 2017, Commissioner Newby suggested a longer period of time (e.g., until January of 2018) to further study the health of the remaining herd and further analysis of the results of the first hunt, and subsequently report that data to the City Council for their consideration.

Mayor Roe spoke in support of further analysis of USDA information and their timeline.

Councilmember Willmus opined that, while the culling action had been undertaken, he didn't think it notably impacted the number of deer remaining in the community, if his neighborhood was any indicator, where he was aware of ongoing extensive damage from the herd. Councilmember Willmus stated his support for using this as an ongoing management tool when high numbers of deer are observed in order to minimize property damage and to address traffic safety issues. Councilmember Willmus offered his support of a more aggressive approach in the future.

Councilmember McGehee stated that she was more in favor of the study approach, opining that she was unaware of any traffic accidents with deer; and further noted the recent examples of clear-cutting in development areas that eliminated deer habitat. Councilmember McGehee suggested that if repeated, the hunt only take does based on information available from bat stations; and also that consideration be given to a birth control method now available. Councilmember McGehee suggested that this also could be used as a teachable lesson for use of non-lead ammunition in this type of hunt in consideration of the environment.

Councilmember Etten stated his support of the appropriateness of an aerial survey as done in the past to check results of this first hunt. Councilmember Etten noted that he had heard from residents within days of the hunt asking why more of the herd were not taken, or why other parts of the community were not included for eradication of the herd. Councilmember Etten stated that as late as last week, he was still hearing from residents who weren't seeing any change in the deer population. Councilmember Etten stated that he would support another aerial survey this coming winter; and also clarified that his information indicated that the Department of Natural Resources (DNR) did not allow the city to perform birth control methods on the local deer herd, negating that option.

Councilmember Laliberte stated her agreement with the commission for further review after the first hunt performed only six months ago. Councilmember Laliberte stated that she too received continued feedback from residents and their perception that there remained a considerable number of deer in the community. While appreciating the hunt as a tool and option for the city to repeat if deemed necessary, Councilmember Laliberte reiterated her support of the commission's continued assessment of the situation and subsequent to the City Council in the future.

Commissioner Newby spoke to Councilmember McGehee's comment about changes to deer habitat, particularly removal of buckthorn, opining that there were many variables in deer movement including habitat; and suggested that when habitat is altered, there may be a perception from residents that there are more deer in an area as they relocate.

Even though removal of buckthorn may have changed deer habitat somewhat, Mayor Roe referenced last year's presentation indicating that open areas between more forested areas was considered a more favorable habitat for deer than undergrowth habitat. Specific to a new birth control method to control deer herds, Mayor Roe asked that the commission stay in contact with and alert the DNR that the city would be interested in any practical, cutting edge pilot programs as a possibility.

Commissioner Newby advised that the commission would look into that beyond the DNR's initial presentation given their cost at this time.

Emerald Ash Borer (EAB)

Commissioner O'Brien reported that with the inception of EAB in approximately 2013, the city had not been considered fully-infested. To-date, Commissioner O'Brien advised that the city had inventoried 1,869 Ash trees on public land (e.g. parks and boulevards) and ranked them according to their location and importance. Commissioner O'Brien advised that the current thinking is that all will eventually become infested and die unless treated. Commissioner O'Brien reviewed the different approaches other cities are taking, including removal of all or some Ash trees or their chemical treatment. Commissioner O'Brien noted that

229 Ash trees in Roseville had been treated to-date and they seemed to be in better shape than before treatment. Commissioner O'Brien noted that the cost for tree removal averaged \$500 and replacement at approximately \$400; with those trees being chemically treated under continual evaluation with treatments cut back as trees are replaced. Commissioner O'Brien noted that there had initially been some grant monies available for removal and replacement that had been since expended, with no more anticipated in the immediate future.

Councilmember McGehee again referenced her and Mr. Brokke's attendance at the webinar on this issue, and reported on the importance of considering overall tree canopies for the city; as well as educating the public about the trees on private property as well as addressing other potential tree diseases (e.g. Five Needle Pines).

Councilmember Etten thanked the commission for continuing to address this issue, and asked if they were seeking additional dollars in the budget to address the EAB issue. Councilmember Etten asked if the city was replacing trees when they looked sick, or if they were targeting specific trees or areas with denser Ash tree populations or those neighborhoods that would be most heavily impacted by the loss of Ash trees.

Commissioner O'Brien noted the need to fund in order to meet the EAB challenge.

Parks & Recreation Director Lonnie Brokke

Mr. Brokke advised that the city was starting to review specific neighborhoods, but until recently had primarily focused on Ash trees in poor condition and replacing them; while treating those considered in good or fair condition. In an effort to reduce the number of trees being chemically treated, Mr. Brokke reported that Ash trees continued to be removed and replaced. At the request of Councilmember Etten, Mr. Brokke confirmed that replacement trees were being planted at Cedarholm Golf Course and Autumn Grove Park.

Councilmember Laliberte noted that at the beginning of the last state legislative session, there had been a request for EAB appropriations for additional grant monies; and asked if that had fallen away; with Mr. Brokke confirming that those efforts to get that additional funding had proven fruitless.

Mayor Roe suggested there may be the need for another resolution of support from the city before the next legislative session. Specific to funding, and as noted by Councilmember Etten, Mayor Roe suggested that the current allocation in the annual capital improvement program (CIP) for natural resource restoration be adjusted or shifted to EAB efforts similar to that used for the Pavement Management Program (PMP) with funds moving from sealcoating to rehabilitating streets with those same dollars. Therefore, Mayor Roe suggested that the commission

may want to provide the City Council with a reprioritization of a portion of those available CIP funds accordingly.

Councilmember McGehee suggested the need in the natural resources budget to address the current excess amount of burdock and thistles that she had observed in Oasis Park and on the south end of Langton Lake, noting their negative impact on birds and bats.

City Council Direction / Comments

Councilmember McGehee urged the commission to take time to address program sustainability issues of facilities for the CIP and bring forward recommendations for consideration and their perspective on various issues. Councilmember McGehee stated that she didn't find the commission's financial information as transparent as she'd like in showing how things are funded. Also, moving forward, Councilmember McGehee asked the commission to pay special attention to meeting disability and accessibility needs beyond the American Disability Act (ADA) for residents when rehabilitating areas,

When he served on the commission several years ago, Councilmember Etten noted that the city was about to undertake the Park Master Plan process and subsequently had implemented the Park Renewal Program, culminating in a unique time for planning for the overall system and a positive for the community. With the considerable monies reinvested in the city's park and recreation system, Councilmember Etten asked that the commission take up the charge presented by Councilmember McGehee and recommend the "new next steps" including bigger and smaller ways to continue improving the current system. Councilmember Etten noted his interest in ideas from the commission on what they planned to do to connect with the city's diverse communities, noting the work of numerous city departments in addressing those same issues; as well as the commission's consideration of improved types of playing surfaces or opportunities, and possible game that would address other cultures and that diverse population. In other words, Councilmember Etten asked what the commission considered as their role in making the overall park and recreation system work for Roseville's growing diverse community.

Councilmember Laliberte noted that the newly-created Human Rights, Inclusion and Engagement Commission would be talking later this week on how to reach out to other advisory commissions for joint programs or initiatives that they could cooperatively pursue. Councilmember Laliberte suggested that the commission work with them on that idea in order to expand its own resources.

While progress is being made in the Parks Department for CIP rehabilitation and/or replacement needs, Mayor Roe noted that diligence was still needed, especially the need to plan and prepare now for next year's legislative session and the OVAL funding for this facility's major needs, including the need for advocacy assistance from the commission for those efforts. Also, Mayor Roe asked that the

Regular City Council Meeting

Monday, June 19, 2017

Page 8

commission look at the short-and long-term CIP to determine where adjustments could be made to fund needs without a resulting negative fund balance.

As addressed by Councilmember Etten, Mayor Roe noted the things remaining in the Parks Master Plan effort that had yet to be addressed beyond Phase I to accomplish full implementation.

Chair Gelbach suggested the need for more discussion in a joint forum for ideas, noting the ongoing focus of the commission on funding issues moving forward. Chair Gelbach noted that the commission was currently revisiting these issues point by point as part of the comprehensive plan update process.

Councilmember McGehee opined that it was important, before asking residents to support further investment for additional assets, that the commission provide a clear plan for how to keep existing assets in good shape to prove the city's commitment and stewardship of that investment.

Chair Gelbach reported that the commission planned to come prepared at the next joint meeting to show how the recent upgrades have resulted in expanded use by the community of those parks and facilities.

Mayor Roe thanked the commission for their attendance, update, and informative discussion.

Recess

Mayor Roe recessed the meeting at approximately 7:07 p.m., and reconvened at approximately 7:08 p.m.

- b. **Request by the City of Roseville to Approve a Comprehensive Technical Update to the Requirements and Procedures for Processing Subdivision Proposals as Regulated in City Code, Title 11 (Subdivisions) and Revision of Lot Size Standards Established in City Code, Chapter 1004 (Residential Districts (PROJ-0042))**

Senior Planner Bryan Lloyd briefly summarized the latest revisions of this final draft and highlighted various areas of an amended Subdivision Ordinance, with final vetting having been done by the Planning Commission and now the City Council.

Title 11 (Subdivisions), Chapter 1101 (RCA Exhibit A)

Page 1, line 30-32 (Owner)

Mr. Lloyd noted Lloyd questioned the use of "owner" and how it should be described in this sense or what other kinds of owners may be indicated.

Mayor Roe pointed out the use of "owner as applicant" (page 4, line 133) under the Minor Plat process, stating the "owner shall file an application."

City Attorney Gaughan suggested not getting into that much detail as to the extent of ownership, but let them self-identify since the intent was to refer to the measure of ownership over a subject property or duration of ownership, with any fur-

**EXTRACT OF MINUTES OF MEETING
OF THE
CITY COUNCIL OF THE CITY OF ROSEVILLE**

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, Minnesota was duly held on the 19th day of June, 2017, at 6:00 p.m.

The following members were present: McGehee, Willmus, Laliberte, Etten, and Mayor Roe, and the following were absent: none.

Member Willmus introduced the following resolution and moved its adoption:

RESOLUTION No. 11422

**A RESOLUTION DECLARING THE CITY OF ROSEVILLE AS A
POLLINATOR-FRIENDLY COMMUNITY**

Whereas: The City of Roseville has many established programs and practices that help protect pollinators, including preservation of natural areas, enhancing habitat and use of native plants in gardens and plantings, limited use of insecticides and herbicides in the landscape, pollinator education and outreach to the community; and

Whereas: Native bees, honey bees and other pollinators are a necessary component of a healthy ecosystem and food system, providing essential pollination of plants in order to grow vegetables, herbs, and fruits; and

Whereas: Pollinator populations are in sharp decline due to an ongoing loss of habitat as a result of human land use practices, coupled with a simultaneous pesticide use by homeowners, landscapers, and property managers; and

Whereas: Neonicotinoid (neonic) and other systemic pesticides have been shown to cause illness and death to bees and other pollinators; and

Whereas: The City Council finds it is in the public interest to demonstrate its commitment to a safe and healthy community environment through the implementation of practices that protect pollinators on city parks, open spaces, and city property.

Now, Therefore Be It Resolved for and on behalf of The City of Roseville, Minnesota and its citizens that:

The City of Roseville is hereby declared a Pollinator-Friendly Community. The City celebrates current practices that protect and support pollinator health, and encourages residents and businesses to adopt pollinator-friendly practices.

Be it further resolved that The City shall undertake its best efforts to advance its status as a pollinator-friendly City by furthering best management practices to protect pollinators on public lands within the City; and:

1. The City shall review its practices for the use of insecticides and use best practices to limit systemic insecticide uses on city property including insecticides from the neonicotinoid family where possible and will encourage commercial applications to be free of systemic insecticides including neonicotinoids where possible.
2. The City shall undertake its best efforts to plant native plants and plants favorable to bees and other pollinators in the City's public spaces.
3. The City shall undertake its best efforts to communicate to all Roseville property owners, residents, businesses, institutions and neighborhoods the importance of creating and maintaining pollinator-friendly habitat and will encourage residents and business to use pollinator-friendly practices including:
 - Reducing the use pesticides, including systemic insecticides, on their property;
 - Avoiding planting flowering plants that are treated with systemic insecticides;
 - Planting more pollinator forage on their property and adopting organic or chemical-free lawn and landscaping practices.
4. The City shall provide information and avenues to identify pollinator-friendly plants and other opportunities

The motion for the adoption of the foregoing resolution was duly seconded by Council Member McGehee and upon a vote being taken thereon, the following voted in favor: McGehee, Willmus, Laliberte, Etten and Roe and none voted against.

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 19th day of June, 2017 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 19th day of June, 2017.

SEAL



Patrick Trudgeon, City Manager

Roseville Parks
Cedarholm Community Building
Specifications

SECTION 00 0110

TABLE OF CONTENTS

COVER PAGE

CERTIFICATIONS

TABLE OF CONTENTS

DIVISION 0 - BIDDING REQUIREMENTS

	City of Roseville Advertisement for Bid
	Bid Form
	Instruction to Bidders
	General Requirements
	Contract Form
	Storm Water Pollution Prevention Plan
00 3132	Geotechnical Data

DIVISION 01 - GENERAL REQUIREMENTS

01 1000	Summary
01 2300	Alternates
01 2501	Substitution Request Form
01 2600	Contract Modification Procedures
01 2900	Payment Procedures
01 3100	Project Management and Coordination
01 3200	Construction Progress Documentation
01 3300	Submittal Procedures
01 4000	Quality Requirements
01 4200	References
01 4530	Structural Tests and Special Inspections
	- Structural Tests and Special Inspections Schedule
	- Acknowledgements
01 5000	Temporary Facilities and Controls
01 6000	Product Requirements
01 7300	Execution
01 7419	Construction Waste Management and Disposal
01 7700	Closeout Procedures
01 7823	Operation and Maintenance Data
01 7839	Project Record Documents
01 7900	Demonstration and Training

DIVISION 03 - CONCRETE

03 3000	Cast-In-Place Concrete
---------	------------------------

DIVISION 04 – MASONRY

04 2000	Unit Masonry
04 4200	Stone Masonry

DIVISION 05 – METALS

05 1200	Structural Steel Framing
05 5000	Metal Fabrication

Roseville Parks
Cedarholm Community Building
Specifications

DIVISION 06 – WOOD, PLASTICS AND COMPOSITES

06 1000	Rough Carpentry
06 1600	Sheathing
06 1753	Shop-Fabricated Wood Trusses
06 2013	Exterior Finish Carpentry
06 2023	Interior Finish Carpentry
06 4116	Plastic-Laminate-Faced Architectural Cabinets

DIVISION 07 - THERMAL AND MOISTURE CONTROL

07 2100	Thermal Insulation
07 2500	Weather Barriers
07 3113	Asphalt Shingles
074600	Rain Screen Siding System
07 4646	Fiber-Cement Siding
07 5323	Ethylene-Propylene-Diene-Monomer (EDPM) Roofing
07 6200	Sheet Metal Flashing and Trim
07 9200	Joint Sealants

DIVISION 08 – OPENINGS

08 1113	Hollow Metal Doors and Frames
08 1433	Stile and Rail Wood Doors
08 3113	Access Doors and Frames
084100	Aluminum Entrances and Framing
084226	All Glass Entrances
08 5200	Clad Wood Windows
08 7100	Door Hardware
088000	Glazing

DIVISION 09 - FINISHES

09 2000	Gypsum Board
09 3000	Tile
095446	Fabric Wrapped Panels
09 6513	Resilient Base and Accessories
09 6519	Resilient Tile Flooring
09 6813	Tile Carpeting
09 7750	Fiberglass Reinforced Panels
09 9100	Painting
09 9300	Wood Stains and Transparent Finishes

DIVISION 10 – SPECIALTIES

10 1423	Signage
10 2113.19	Plastic Toilet Compartments
10 2800	Toilet, Bath, and Laundry Accessories
10 3050	Gas-Fired Fireplace
10 4416	Fire Extinguishers

DIVISION 11 – EQUIPMENT - NOT USED

DIVISION 12 – FURNISHINGS

12 3623.13	Plastic-Laminate-Clad Countertops
12 3661	Simulated Stone Countertops

Roseville Parks
Cedarholm Community Building
Specifications

DIVISION 13 – SPECIAL CONSTRUCTION - NOT USED

DIVISION 14 – CONVEYING SYSTEMS - NOT USED

DIVISION 22 – MECHANICAL

22 0500	Common Work Results For Plumbing
22 0519	Meters and Gages for Plumbing Piping
22 0523	General-Duty Valves for Plumbing Piping
22 0529	Hangers and Supports for Plumbing Piping and Equipment
22 0553	Identification for Plumbing Piping and Equipment
22 0700	Plumbing Insulation
22 1116	Domestic Water Piping
22 1119	Domestic Water Piping Specialties
22 1316	Sanitary Waste and Vent Piping
22 1319	Sanitary Waste Piping Specialties
22 3300	Electric, Domestic-Water Heaters
22 4000	Plumbing Fixtures

DIVISION 23 – HEATING, VENTILATING AND AIR CONDITIONING

23 0500	Common Work Results for HVAC
23 0513	Common Motor Requirements for HVAC Equipment
23 0553	Identification for HVAC Piping and Equipment
23 0593	Testing, Adjusting, and Balancing For HVAC
23 0700	HVAC Insulation
23 0900	Instrumentation and Control for HVAC
23 0993	Sequence of Operations for HVAC Controls
23 1123	Facility Natural-Gas Piping
23 3113	Metal Ducts
23 3300	Air Duct Accessories
23 3423	HVAC Power Ventilators
23 3713	Diffusers, Registers, and Grilles
23 3724	Louvers
23 5400	Furnaces
23 8239	Electric Heaters

DIVISION 26 – ELECTRICAL

26 0500	General Requirements
26 0519	Low-Voltage Electrical Power Conductors and Cables
26 0526	Grounding and Bonding for Electrical Systems
26 0529	Hangers and Supports for Electrical Systems
26 0533	Raceway and Boxes for Electrical Systems
26 0565	Supplemental Equipment
26 0570	Electrical Service Entrance
26 0575	Electrical Related Work
26 0636	Manual Dimming Controls
26 2200	Low Voltage Transformers
26 2416	Panelboards
26 2726	Wiring Devices
26 2813	Fuses
26 2915	Circuit and Motor Disconnects

Roseville Parks
Cedarholm Community Building
Specifications

26 5100	Lighting
26 5200	Emergency Lighting
26 5300	Exit Signs

DIVISION 28 – ELECTRONIC SAFETY AND SECURITY

28 3111	Digital Addressable Fire Alarm System
---------	---------------------------------------

END OF SECTION

Situation Update EAB Minnesota

Date and Time Completed: June 8, 2017, 2:00 PM

Update Period: April 6, 2017 to June 7, 2017

Lead Agencies

- Minnesota Department of Agriculture
- Minnesota Department of Natural Resources
- USDA APHIS Plant Protection and Quarantine

New Finds

- EAB infested trees found in
 - City of Eden Prairie (Hennepin County) in mid-April.
 - Denmark Township north between Hastings and Afton (Washington County) in early May.
 - City of Hugo in early May
 - City of Maplewood in mid May
- Link for online map: www.mda.state.mn.us/eabstatus

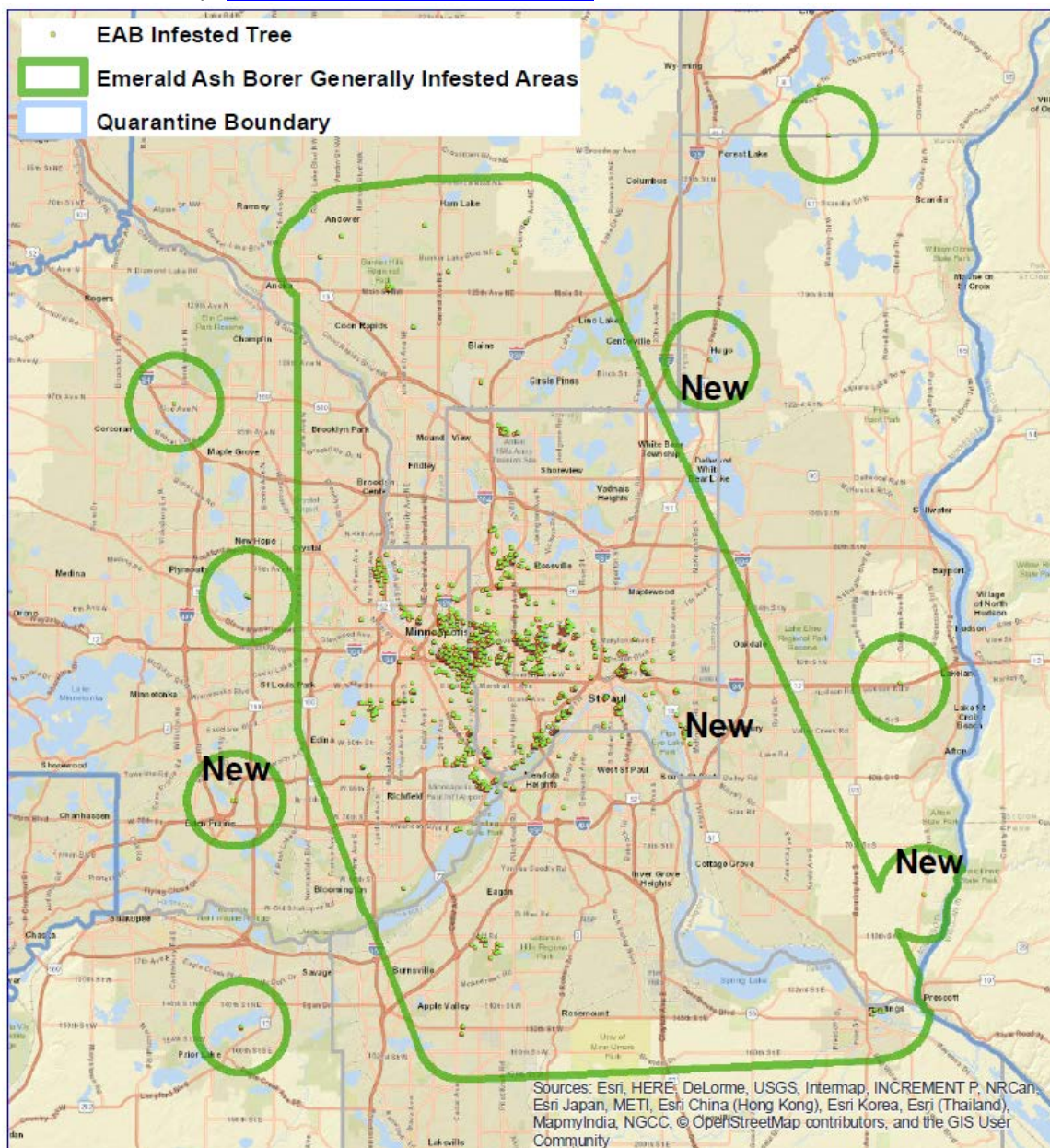


Figure 1. EAB in the Twin Cities Metro.

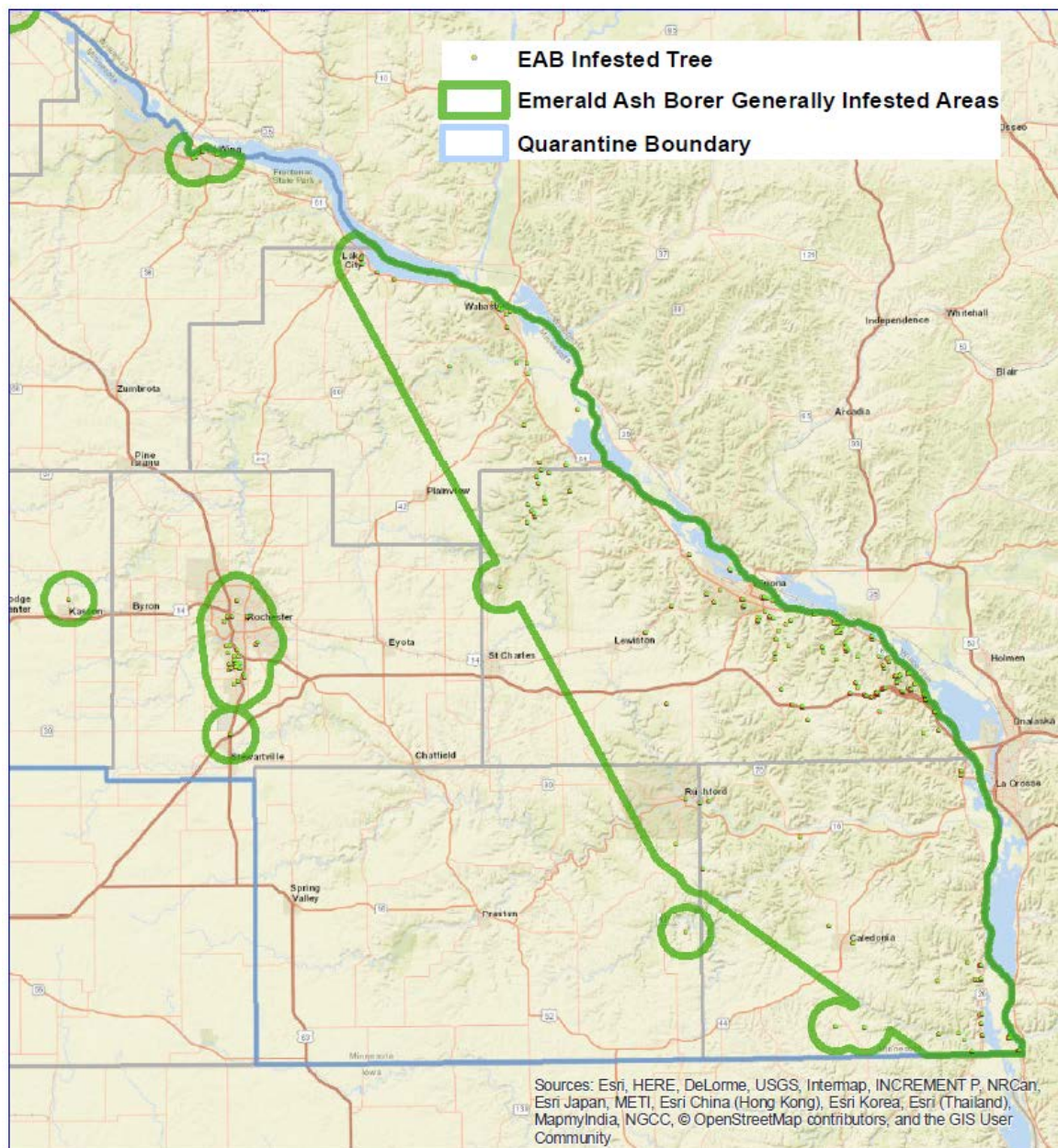


Figure 2. EAB in Southeast Minnesota.



Figure 3. EAB in Duluth.

SURVEY

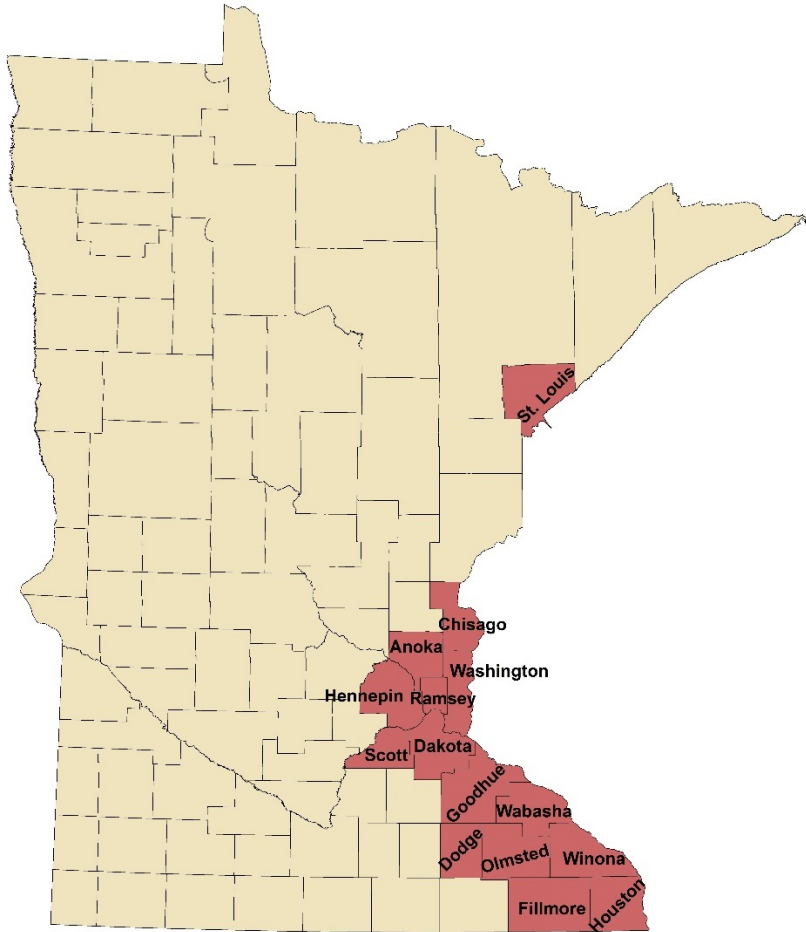
- MDA presented EAB information and visually surveyed for woodpecker damage in Coon Rapids April 6, Wabasha April 17, Andover April 21, Red Wing April 26, and Hastings May 3. A few more infested trees were found in each of the areas.
- MDA presented EAB information to Hugo city employees May 11 and will plan a visual woodpecker survey for the winter/spring.
- Please report any suspicious trees using the GLEDN (Great Lakes Early Detection Network) smartphone/tablet app or e-mail photos to arrest.the.pest@state.mn.us.

REGULATORY

NOTICE: No Regulated Articles are legally allowed to move outside of a quarantine (untreated or treated), unless they are accompanied by a certificate or limited permit. Certificates and limited permits are only available when a compliance agreement is signed between the Minnesota Department of Agriculture and the firm interested in moving the regulated article.



- The formal quarantine with the addition of Goodhue County became effective on May 19, 2017. A map of the quarantined areas is shown below.



- Two (2) cooperative USDA/MDA compliance agreements were issued. Two (2) intrastate compliance agreements were issued.
- Minnesota now has a total of eight (8) certified firewood producers in the state, six (6) MDA certified and two (2) USDA certified. The newest MDA certified firewood producer is Paul's Fireplace Wood out of Little Falls. Split Fire, Inc. located in Cannon Falls is now USDA certified because he is located in a quarantined county.
- Two warning letters were issued for separate firewood violations. One was issued to a firewood producer located in Washington County that offered firewood harvested from a non-quarantined county but produced in a quarantined county for sale outside the quarantine without safeguarding. The producer took quick action to retrieve the wood and add safeguarding measures under a compliance agreement. The other letter was issued to a firewood producer located in Morrison County for sending a copy of a compliance agreement to another state with a non-MDA generated electronic signature.
- Katy presented information about the quarantine at the Minnesota Logger Education Program Annual Conference in Tower. The presentation was well attended with over 30 attendees.
- The Ash Tree Waste Disposal Site List was updated and now includes a facility in St. Louis County. The list can be found at this link: www.mda.state.mn.us/plants/pestmanagement/eab/ashtreewaste.aspx

OUTREACH

MDA

- MDA and UMN Extension presented EAB information to homeowners at Springbrook Nature Center April 13. About 25 people attended and had a lot of questions about insecticide options.
- MDA presented EAB information at Boston Scientific in Maple Grove April 20 and visually surveyed the ash on the property. Employees also asked questions during the lunch hour while MDA was staffing a table.
- MDA staffed a table at the Lakeville Clean Up Day April 22. A couple hundred families came out to learn about a variety of topics including invasive species and EAB over lunch.
- MDA presented EAB and firewood activities to 5th and 6th graders at Rice Lake State Park April 24 and in Isanti County May 19. A couple hundred students learned the importance of not moving firewood to prevent the spread of invasive species.
- MDA presented EAB information for 20 homeowners at Nerstrand Big Woods State Park April 29.
- MDA and UMN held EAB Regional Meetings to present current research, new infestation updates and share management experiences with more than 120 municipalities and ash managers. Three meetings were held: Blaine May 17, Rochester May 18, and Duluth May 23.
- MDA completed a How To Video on woodpecker damage visual survey techniques. The video will be available on the MDA website shortly.

DNR

- On May 26th the Urban and Community Forestry Team provided an EAB Tour for the DNR's Division Management Team. The tour took the Division Management Team throughout the City of St. Paul to witness up close the coming losses and the potential for management through multiple methods.
- MNDNR Forestry Division now has a Twitter account. Please start following us @mnforestry. We provide Forest Health updates. Reach out to Jennifer Teegarden at jennifer.teegarden@state.mn.us if you want @mnforestry to retweet your content. Feel free to retweet our content. Let's work together!

BIOLOGICAL CONTROL

- The 2017 field season for releases is now in full swing. 6,488 parasitoids have been released so far this season at 8 sites. Releases are alternating each week between two sites in the southeast, five in the metro area and one in Duluth.
- Yellow pan traps have been set once again in an effort to determine establishment of the biological control agents at two older release sites. 30 traps have been set at each of the two sites which are located at Robert's Bird Sanctuary in Minneapolis and McNally Landing in Winona, MN. The traps will be checked weekly into September.

RESEARCH

- The University's Herd Immunity Insecticide study will be starting this month. The following cities have shown interest in participating in the study: Eagan, Coon Rapids, Hastings, Mendota Heights, Eden Prairie, Roseville, Andover, Rochester, Wabasha, Lake City, Red Wing, Duluth, Maple Grove, St. Paul, Shoreview, Blaine, and Maplewood. If your city was not listed and is interested in participating please contact Jennifer Burington at 651-201-6097 jennifer.burington@state.mn.us



612-NO-WASTE (669-2783)
eurekarecycling.org

Our mission is to demonstrate
that waste is preventable, not
inevitable.

Taste of Rosefest 2017

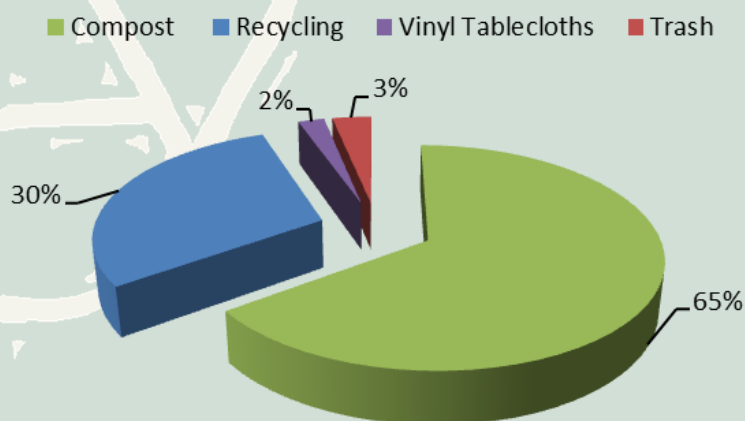
Zero Waste Event Summary

Eureka Recycling is always excited to partner with the City of Roseville and the Roseville Rotary to work towards zero waste for at the annual Taste of Rosefest. This was our third year working together. In previous years, we laid the groundwork for zero waste and were able to recycle and compost 91% of everything discarded. We are proud to have gotten even closer to zero waste this year with an increased diversion rate of 97%!

With help and cooperation from many Rotary members, volunteers, vendors, and attendees, we recycled 415.9 pounds and composted 917.3 pounds of material. We weighed 45.88 pounds of trash and another 30.9 pounds of vinyl tablecloths. Given the difficulty of vinyl tablecloth recovery, we estimate 95% of all discards were either composted or recycled.

Although the amount of trash doubled this year, the attendance also increased to 800. This attendance increase is a jump of about 47%, which mimics the nearly doubled weights in recycling and nearly tripled weights in compost.

2017 Taste of Rosefest Results



An affirmative action, equal
opportunity employer.

♻️ Printed on 100% postconsumer
recycled paper that was processed
without the use of chlorine.

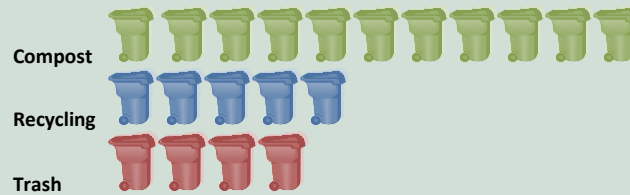


612-NO-WASTE (669-2783)
eurekarecycling.org

Our mission is to demonstrate
that waste is preventable, not
inevitable.

The chart below shows how much material was discarded by volume. Only four carts were needed for trash, while it took 5 carts collect recycling and 10 carts to remove all of the compost generated at Taste of Rosefest this year.

Composition of Discarded Material by Volume



This success was due to the hard work and advance planning by the Rotary volunteers. Additional communication to vendors regarding how to serve their food in easily compostable packaging had clear impacts – helping us reduce our trash by half compared to last year! The City provided compostable plates, sporks, and cups for those food vendors who weren't able to find the right products – this also helped make it easy and affordable for businesses to make the environmentally friendly choice. Additionally, the wonderful volunteers who showed attendees how to recycle and compost were vital to making this a successful event.

With three years under our belt, we're excited to get even lower next year by working with vendors and the City of Roseville. Congratulations and thank you to all who supported and promoted zero waste at the Taste of Rosefest! This event was a success not only because of our progress toward zero waste, but also because so many people realized that with a little planning and a lot of cooperation, together we can reach a waste-free tomorrow.

Eureka Recycling is the only organization in Minnesota that specializes in zero waste. The organization's services, programs, and policy work present solutions to the social, environmental, and health problems caused by wasting. A 501(c)(3) nonprofit organization, based in the Twin Cities of Saint Paul and Minneapolis, Eureka's mission is to demonstrate that waste is preventable, not inevitable.

An affirmative action, equal
opportunity employer.

Printed on 100% postconsumer
recycled paper that was processed
without the use of chlorine.

Roseville's Legendary Puppet Wagon

June 20 - August 10 ~ Catch a new show each week!



15-20 min. shows, Tuesday, Wednesday & Thursday mornings:

Day	9:30am	10:30am	11:30am
Tues.	Oasis Park	Villa Park	Lexington Park
Wed.	Acorn Park	Central Park, Victoria West	Autumn Grove Park
Thurs.	Owasso Hills Park	Rosebrook Park	Lauderdale Park

All shows are family friendly & include a variety of classic tales.

JUNE 15 AT 6:30 PM
ROSEVILLE
PUPPET SHOW,
CRAFTS & TREATS
FREE!
PUBLIC WELCOME

PROUD SPONSOR
OF THE ROSEVILLE
PUPPET WAGON

Puppet Wagon visits all
Discover Your Parks
events for a special
performance.

Puppet Wagon Sponsored by



Roseville Parks & Recreation
2660 Civic Center Drive ~ Roseville, MN 55113
cityofroseville.com/parks (651) 792-7110

2017 Discover Your Parks

Check out Roseville's Great Parks!

6:30 - 8:00 pm

Meet at the park for summer-time play-time.
Enjoy themed activities, recreation fun, crafts,



Day	Date	Location
Wed.	June 21	Central Park, Lexington: Playground Celebration
Fri.	June 23	Central Park School Gym: Superhero Carnival
Wed.	June 28	Tamarack Park: Playground Celebration
Thurs.	July 6	Oasis Park
Wed.	July 12	Rosebrook Park
Wed.	July 19	Woodhill Park
Wed.	July 26	Langton Lake Park @ County Road C-2
Wed.	Aug. 2	Howard Johnson Park
Wed.	Aug. 9	Keller Mayflower Park
Wed.	Aug. 16	Central Park, Muriel Sahlin Arboretum



Discover Your Parks is sponsored by:



Love From
MINNESOTA



2465 Fairview Ave N., Roseville, MN 55113



Roseville Parks & Recreation ~ 2660 Civic Center Drive
Roseville, MN 55113
cityofroseville.com/parks (651) 792-7110

2017 ROLL IN MOVIES At the OVAL

Presented By:  GREAT SOUTHERN
BANK

SHOWS BEGIN AT 7:30pm AT THE OVAL

Free of charge courtesy of:


GREAT SOUTHERN
BANK

June 16



July 21



August 18



2017 SUMMER PERFORMANCE SERIES

LIVE @ THE ROG

JUNE

SUN
11

**Bon Voyage!
Global Adventures Kickoff**
5:00-8:00 p.m.

5:00 p.m. Global Games, Family Games
funtimefunktions.com

6:45 p.m. Beads On One String, World Music
warnersongs.com

TUES
13

Roseville Community Band
7:00 p.m. Concert Band
rosevillecommunityband.org

THURS
15

**Stevie Ray's Improv
Company** 7:00 p.m. Comedy
stevierays.org

SUN
18

Scottish Country Fair
5:00-8:00 p.m.
MN Scottish Celtic Dance
Association, Scottish Music & Dance
mscda.org

TUES
20

South Side Big Band
7:00 p.m. Big Band

THURS
22

The Sound Exchange
7:00 p.m. A Cappella
thesoundexchange.com

SUN
25

**ROSEFEST
Touch a Truck**
5:00-8:00 p.m.

5:00 p.m. Kid Power With Rachael,
Kid & Family
kidpowerwithrachael.com

6:30 p.m. Teddy Bear Band, Kid & Family
teddybearband.com



TUES
27

Roseville Big Band
7:00 p.m. Big Band
rosevillebigband.org



THURS
29

**Blue Groove Bluegrass
Band** 7:00 p.m. Bluegrass
bluegroovebluegrass.com

JULY

SUN
2

**Sounds From Down
Under** 5:00-8:00 p.m.
Steve Sklar & Johnna Morrow,
Indo-Australian skysongpro.com

TUES
4

July 4 Party in the Park!
3:00-10:00 p.m.

2:45 p.m. The Splatter Sisters, Kid & Family
www.splattersisters.com

4:15 p.m. Songs of Hope, World Chorus
www.soundsofhope.org

5:45 p.m. Sweet Rhubarb, Vocal Harmonies
www.sweetrhubarb.net

7:30 p.m. Roseville Big Band, Big Band
rosevillebigband.org

9:00 p.m. Roseville Community Band,
Concert Band
rosevillecommunityband.org

THURS
6

The Pan-handlers
7:00 p.m. Steel Drum Band
facebook.com/panhandlersband

SUN
9

Colorful Asia
5:00-8:00 p.m. Pan-Asian
Iny Asian Dance Theater
inyasiandancetheater.org

TUES
11

Skippin' Stones
7:00 p.m. Variety
skippinstones.net

THURS
13

**Brooklyn Community
Band** 7:00 p.m. Concert Band
brooklyncommunityband.blogspot.com

SUN
16

Congo Community Circle
5:00-8:00 p.m.
Siam Matuzungidi, East African
siamamusic.com

TUES
18

Vinnie Rose
7:00 p.m. Singer/Songwriter
vinnierose.com

THURS
20

Gypsy Mania
7:00 p.m. Jazz
worldviewmusic.com

SUN
23

**Brazilian Festa de
São João em Julho**
5:00-8:00 p.m. (Festival of St. John in July)
Beira Mar Brasil & Friends,
Traditional Brazilian roberteverest.com

TUES
25

**Roseville Community
Band** 7:00 p.m. Concert Band
rosevillecommunityband.org

THURS
27

Snak Attack
7:00 p.m. Funk, Pop, R&B
snakattack.net

SUN
30

Aztec Mexico
5:00-8:00 p.m.
Kalpulli Yaocenoxtli, Aztec Dance
facebook.com/Yaocenoxtli

AUGUST

TUES
1

Roseville Big Band
7:00 p.m. Big Band
rosevillebigband.org

THURS
3

Lau Hawaiian Collective
7:00 p.m. Hawaiian
lauhawaiiancollective.com

SUN
6

Mosquito Bluegrass Jam
3:00-8:00 p.m.

3:00 p.m. Beginner's Jam w/Bill Cagley,
Off-stage, informal
greenwood-tree.com

5:00 p.m. Wild Goose Chase Cloggers,
Appalachian Clogging
wildgoosechasecloggers.org

6:30 p.m. The Roe Family Singers,
Bluegrass/Jug Band
roefamilysingers.com

TUES
8

**The Banjo Boy Variety
Band** 7:00 p.m. Variety

THURS
10

**Wild Honey and the
Locusts** 7:00 p.m.
Funk and Rock
wildhoneyandthelocusts.com

SUN
13

**Ukrainian Independence
Day** 5:00-8:00 p.m.
Ukrainian Village Band, Ukrainian
Music & Dance
ukrainianvillageband.com

**Thank You to our Sponsors. We could
not offer this season of entertainment
without your support.**

johnston | martineau
PLLP
— attorneys at law —



GENISYS
CREDIT UNION



KINDERBERRY HILL
CHILD DEVELOPMENT CENTERS

ROSEVILLE
[cityofroseville.com/parks/
summer-entertainment](http://cityofroseville.com/parks/summer-entertainment)

All performances are at
The Frank Rog Amphitheatre
in Roseville's Central Park
at 2540 No. Lexington Ave.

ROSEVILLE

Parks & Recreation

August 2017 - January 2018



Roseville School of Dance

Affordable classes for all ages,
A schedule that is sure to fit your needs,
Instruction in Tap, Ballet, Hip-Hop, Modern/Contemporary,
Spring Recital & so much more.

See pages 20-22 for details

