

Roseville Parks and Recreation Commission

Agenda Item

Date: February 7, 2023

Item No: 3

Item Description: Approval of Minutes of the January 3 Meeting

Background:

Enclosed is a draft of the minutes of January 3, 2023. Please be prepared to approve or amend.

Requested Commission Action:

Approve/amend meeting minutes of January 3, 2023.

Attachments:

- A. Meeting Minutes, January 3, 2023

**ROSEVILLE PARKS AND RECREATION COMMISSION
MEETING MINUTES FOR
JANUARY 3, 2023 6:30 p.m.**

PRESENT: Arneson, Baggenstoss, Boulton, Brown, Dahlstrom, Lenhart, Matts-Benson, Ybarra
ABSENT: Hoag
STAFF: Johnson

1) INTRODUCTIONS

2) ROLL CALL/PUBLIC COMMENT

Roll Call Commissioners: Arneson, Baggenstoss, Boulton, Brown, Dahlstrom, Lenhart, Matts-Benson, Ybarra.

Chair Dahlstrom called for public comment by members of the audience. No audience members were present.

3) APPROVAL OF MINUTES – DECEMBER 6, 2022 MEETING

Commissioner Brown moved to approve the minutes. Commissioner Matts-Benson seconded.

Roll Call

Ayes: Arneson, Baggenstoss, Brown, Dahlstrom, Matts-Benson, Ybarra.

Nays: None.

Abstain: Boulton, Lenhart.

4) PARKS AND RECREATION SCHOLARSHIP PROGRAM REVIEW

Staff introduced the Parks and Recreation Scholarship Program with a brief history of the program that dates back over 30 years.

- Fee Assistance Program – Criteria
 - Individuals who live in Roseville and experience a financial need.
 - \$100 per year, which can cover up to 80% of program costs.
 - Youth (under 18) who qualify for free or reduced lunch in school. *Updated in 2022*
 - Adults who can prove an approval explanation of financial need. *Updated in 2022*
 - Can be applied to all programs except adult athletics. *Updated in 2022*
- Fee Assistance Program – Purpose
 - To make recreational programs and facilities available and affordable to all residents.

- 42 ○ Ensure that participants in Parks and Recreation programs and facilities reflect the
- 43 Roseville Community.
- 44 ○ Funded through donations to the recreation fund. Beginning in 2022, levy funds were
- 45 allocated, if needed.
- 46 ○ 2022 was used as a year to evaluate and make adjustments.
- 47 ● Fee Assistance Program – New Marketing
- 48 ○ Expanded marketing of the Fee Assistance Program via:
- 49 ■ Website
- 50 ■ Central Park and City Hall Signs
- 51 ■ Social Media
- 52 ■ Brochure Content
- 53 ● Fee Assistance Program – Expanded Criteria
- 54 ○ Expanded to include adults.
- 55 ○ Applicable to contract and in-house programs.
- 56 ○ Defined financial need to those who qualify for free or reduced lunch.
- 57 ○ Applied to all programs except adult athletics (team sports).
- 58 ● Fee Assistance Program – Data
- 59 ○ 2022 was the largest use of Fee Assistance Program funds since 2019 (pre-pandemic).

60
61 Commissioner Bolton asked if unused funds roll over to the next year. Staff relayed that any
62 donations would roll over and remain in the account.

63
64 Commissioner Baggenstoss asked about the discrepancy between the awarded and used amounts.
65 Staff responded that many participants were awarded the \$100 amount but did not participate in
66 enough programs throughout the year to use the full \$100 amount. There were a few people who
67 were awarded the fee assistance but did not use any of the \$100. Staff acknowledged that those
68 scenarios present an opportunity to understand what barriers were in place that caused the funds
69 to not be utilized.

70
71 The Commission discussed the award amount and ways to assess if it is sufficient. They also
72 discussed the sports equipment needs of activity participants and suggested the potential idea of
73 donating equipment.

- 74
- 75 ○ More than 50% of people who participated in the Fee Assistance Program reported
- 76 that they were a person of color.
- 77

78 Commissioners requested racial demographic information of Roseville. Staff agreed to send out
79 statistical information to the Commission.

- 82 • Fee Assistance Program – 2022 Takeaways
- 83 ○ Roseville has an estimated 2,500 residents below the poverty line and 8,000 low income.
- 84 ○ The scholarship program is likely an effective tool to ensure that traditionally
- 85 underrepresented individuals are represented in our programs.
- 86 ○ Still heavily skewed toward children.
- 87 ○ More than half of the people who used scholarship dollars used all \$100.

88
89 Commissioner Matts-Benson suggested adding an opportunity for people to donate to the
90 scholarship fund when they register for Parks and Recreation activities.

91
92 Commissioner Baggenstoss suggested that putting a cap on the scholarship dollar award amount may
93 be an impediment to potential participants.

94
95 Commissioner Lenhart asked about collecting racial information from all activity registrants. Staff
96 relayed that there are potential privacy issues with collecting this information. In addition, the
97 current registration database is not able to collect this information.

98
99 Commissioner Arneson suggested having a two-tier scholarship amount for individuals who would
100 like to participate in more expensive activities.

101
102 **5) PREPARE FOR JOINT MEETING WITH CITY COUNCIL**

103 The Commission and staff reviewed the draft Request for Council Action (RCA) for the joint
104 meeting with the City Council.

105
106 Commissioner Lenhart suggested adding to the RCA bullet titled “Ultimately, the name Keya was
107 supported by the Commission for several reasons” to include that the name Keya was suggested by a
108 resident who lives near the park to honor the Dakota people and as turtles are sometimes seen in the
109 park.

110
111 Commissioner Matts-Benson asked who would write the land acknowledgment. Staff relayed that
112 staff members and potentially Commissioners outside of Parks and Recreation would write the land
113 acknowledgement.

114
115 Chair Dahlstrom suggested adding the potential loss of Veterans Park as a discussion item to address
116 with the City Council.

117
118 Commissioner Lenhart volunteered to discuss the renaming of Pocahontas Park with the City
119 Council. Commissioner Matts-Benson agreed to be the overall presenter for the meeting with the
120 City Council.

122 The Commission talked over potential Veterans Park discussion points to address with the City
123 Council.

124

125 **6) STAFF REPORT**

126 a) **DEPARTMENTAL UPDATES**

127 b) **OTHER NEW OR RELEVANT COMMUNICATION AND UPDATE ITEMS**

- 128 • The City Council passed the city budget. Parks and Recreation impact includes:
 - 129 ○ Seasonal staff wage adjusted to a starting pay of \$14.00/hour.
 - 130 ○ Special needs assistance program, Reach for Resources, was added as a budget item.
- 131 • The Midland Legacy parcel has been purchased by the city. Plans for the new park will begin
132 in 2023.
- 133 • The Accelerated Emerald Ash Borer (EAB) program is still underway with tree removals.
- 134 • New Year's Eve on Ice had more than 2,000 attendees.
- 135 • There will be a Natural Resource Event in Central Park on Martin Luther King Day.
- 136 • David Peters has started with Roseville Parks and Recreation as the Recreation Supervisor –
137 Adult Sports.
- 138 • Kim Heikkila has started with Roseville Parks and Recreation as a Customer Service
139 Representative.
- 140 • Debbie Cash, Recreation Supervisor and Naturalist, will be retiring on February 2.

141

142 **7) OTHER**

143 Commissioner Lenhart asked about the holiday lights around the OVAL. Staff relayed that the lights
144 were privately funded and due to the cost it was not feasible any longer. There is a potential that they
145 may be added again in the future.

146

147 Commissioner Arneson added that Ethics Training will take place in April.

148

149

150 Meeting adjourned at 7:57 p.m.

151

152 Respectfully Submitted,

153 Danielle Christensen, Department Assistant

154