

1 **ROSEVILLE PARKS AND RECREATION COMMISSION**
2 **MEETING MINUTES FOR**
3 **December 4, 2018 6:30 p.m.**

4
5 **PRESENT:** Baggenstoss, Bole, Gelbach, Heikkila, Hoag, Newby, O’Brien,
6 Quick, Stoner, Warzecha

7 **ABSENT:**

8 **STAFF:** Brokke, Christensen

9
10 **1) INTRODUCTIONS**

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12 **2) ROLL CALL/PUBLIC COMMENT**

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14 **3) APPROVAL OF MINUTES – NOVEMBER 1, 2018 MEETING**

15 Commissioner Newby moved to approve the November 1, 2018 meeting minutes.
16 Commissioner Hoag seconded. Motion passed unanimously.

17
18 **4) DISCUSS COORDINATION EFFORT WITH ROSEVILLE SCHOOL**
19 **IMPROVEMENTS**

20 Staff provided details on the ongoing working relationship with Roseville Area School
21 District 623 (School District) and the coordination between the city and school district for
22 current and future construction activities.

23
24 Staff outlined a Master Timeline, provided by the School District, which highlighted
25 Roseville specific locations. Updates/projects that will impact Parks and Recreation
26 programs and affiliated groups include:

27
28 **Roseville Area High School (RAHS)**

- 29 • A new auditorium will be added at RAHS. As part of the 1995 contract with the
30 School District, the city has the opportunity to utilize available space from the
31 School District. However, due to limited availability the only current use the city
32 has is for the Roseville School of Dance Recital in June. With an additional
33 auditorium there may be opportunities for additional use.
- 34 • Staging for the school building construction projects will be in the lower parking
35 lot near the gymnastics center entrance. This will require ongoing communication
36 and collaboration to ensure that activities and special events (Rosefest Parade) are
37 minimally impacted.

41 **Brimhall**

- 42 • The gymnasium will be out of service in the summer of 2019. However, during this
- 43 time the Central Park gymnasium will be open to accommodate Parks and Recreation
- 44 programming.
- 45 • The parking lot will be reconfigured and expanded. The School District, Roseville
- 46 Youth Baseball (RYBA) and Roseville Parks and Recreation are all working together
- 47 to address the parking conditions next summer when the parking lot construction will
- 48 be taking place.

49
50 **Central Park**

- 51 • Renovations and upgrades will be completed to two softball fields.
- 52 • Other work will be done in the school that will impact use in some way.

53
54 **Fairview Community Center**

- 55 • The existing facility will be replaced with a new facility. The current building will be
- 56 utilized until the new building is finished which is expected to be in 2021.
- 57 • Dance programs are currently held at Fairview.
- 58 • Roseville affiliated groups currently has storage at Fairview. This will not be
- 59 available at the new facility.

60
61 Staff will continue to work with the school district and affiliated groups to ensure

62 collaboration and ease of use to our program participants as the School District undergoes

63 this exciting upgrades to the schools located in Roseville.

64
65 **5) ANNUAL REVIEW OF PARKS AND RECREATION COMMISSION EDUCATION**

66 **PRIMER**

67 Chair O'Brien proposed adding "Reserve Fund Balance" and its definition to the Primer.

68 Staff explained that the Reserve Fund is a savings account from money remaining from the

69 annual budget. The money is set aside to meet future costs or obligations that may be

70 unanticipated. The Reserve Fund target for Parks and Recreation is 25% of the annual

71 budget.

72
73 Commissioner Gelbach asked for an update on the remaining renewal funds. Staff responded

74 that some money was utilized for the new Cedarholm Community Building and that there are

75 still some open renewal projects. Commissioner Gelbach suggested rewording the renewal

76 funds portion of the Primer when there is more information.

77
78 Commissioner Stoner suggested adding additional information on sharpshooting vs. bow-

79 hunting for deer reduction. Staff suggested adding this to the Parks and Recreation website.

80

81 Chair O'Brien noted that the creation of commission goals is listed in the Primer's calendar
82 under January. She asked that the Commission come prepared to discuss commission goals at
83 their January 2019 meeting.
84

85 In addition, Chair O'Brien proposed the idea of completing a SWOT (Strength, Weakness,
86 Opportunity, Threats) Analysis by the Commission for Roseville Parks and Recreation. The
87 Commission agreed to complete the exercise at a future meeting.
88

89 **6) 2019 DRAFT MEETING CALENDAR**

90 Commissioner Warzecha moved to approve the 2019 Draft Meeting Calendar. Vice-Chair
91 Baggenstoss seconded. Motion passed unanimously.
92

93 **7) STAFF REPORT**

- 94 • Natural Resource Event at Tamarack Park on December 15 (10:00 a.m. – 12:00 p.m.).
- 95 • Natural Resource Organizational Session at the Cedarholm Community Building on
96 January 21 – Martin Luther King Day (10:00 a.m. – 12:00 p.m.).
- 97 • Gift cards are now being sold at the Roseville Skating Center and the Guidant John
98 Rose Minnesota OVAL.
- 99 • Open Mic Night at Cedarholm Community Building on January 17, February 21 and
100 March 21 at 7 p.m. This is a free event open to everyone!
- 101 • The OVAL Skating Schedule is available online and at City Facilities
- 102 • New Year's Eve on Ice on December 31, 2018 (2:30 p.m. -10:00 p.m.) at the
103 Roseville Skating Center and the Guidant John Rose Minnesota OVAL.
- 104 • The John Rose Open National Speed Skating Meet will be held this weekend at the
105 Skating Center.
- 106 • Hockey tournament of 3 on 3 boys and girls will be all day on December 15 at the
107 Skating Center.
- 108 • Maintenance staff is currently flooding outdoor skating rinks. Warming houses will
109 be open on December 21st.
- 110 • Reminder: Indoor rental spaces are available through Roseville Parks and Recreation.
- 111 • Winter Brochure will be in homes the first week of January.

112
113 **8) OTHER**

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115 Meeting adjourned at 7:48 p.m.
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117 Respectfully Submitted,
118 Danielle Christensen, Department Assistant