

To: Parks and Recreation Commission
From: Lonnie Brokke
Date: August 19, 2019
Re: Notes for Commission Meeting on Tuesday September 3, 2019

1. Introductions

2. Public Comment Invited

3. Approval of Minutes of the August 1, 2019 Meeting

Enclosed is a copy of the minutes of August 1, 2019. Please be prepared to approve/amend.

Requested Commission Action: Approve/amend meeting minutes of August 1, 2019.

4. Presentation of MRPA Award of Excellence

The Minnesota Recreation and Park Association (MRPA) annually present awards of excellence for notable projects and programs from the previous year. The City of Roseville is the 2018 Award of Excellence recipient in the Administrative Management category for the acquisition and development of Unity Park. The application is included in your packet.

An MRPA representative will be at your meeting to present the award. Thanks to all for making this possible.

Requested Commission Action: Hear presentation and accept award.

5. 2019-20 Deer Monitoring and Reduction Program Discussion

For reference purposes, historical background information on the Deer Monitoring and Reduction Program is included in your packet.

At your joint meeting with the City Council in June, they requested that the Parks and Recreation Commission and Staff manage the Roseville Deer Monitoring and Reduction Program as an ongoing effort. They further suggested that the program gather and utilize advice and information from experts at the United States Department of Agriculture (USDA), the Department of Natural Resources (DNR) and Ramsey County. This would include determining herd size, makeup and arriving at a reduction number.

In August, staff shared information on their most recent conversations with the USDA and DNR. This information centered on the potential reduction number for the 2019/20 season. It was suggested that based on science and statistics, it would be reasonable to reduce the herd by around 50 deer and purposefully include some males. The rationale is that if there were 43 minimum deer in the February 2019 survey with 10 taken after that survey, then there presumably would be 33 remaining. This is a minimum number due to some not physically seen. If half of those deer are female and we can assume two fawns each, it would add 33 more to

the population putting the minimum population at 66 deer. With the Roseville habitat able to support 17 deer, that would assume a reduction of 49.

Cost is also a consideration. The USDA charges for actual time and materials only. Because of the limited time they spent the first season (January 2017), the cost was \$3,771.70. Due to the length of time it took to harvest the target number the second season (fall/winter 2018/19) the cost was \$7,363.65. There is \$7,000 in the 2019 adopted budget. All costs would be relative to time and materials, which is unknown fully up front.

Roseville has moved toward a thoughtful, sensitive and incremental program; taking 20 the first season, 20 the second season and now with the third season coming up, there still seems to be great community concern regarding an overpopulation. It might be reasonable to request enough tags to remove 40 deer from the population this season with a review and evaluation for future considerations.

Requested Commission Action: Discuss and provide advice/recommendation on a reduction number and approach.

6. Cedarholm Community Building and Golf Course Grill Request For Proposals (RFP) Discussion

Following up to the joint meeting you had with the City Council and the desire of all to explore a third party vendor option for kitchen services (and other), enclosed is a rough draft of a Request for Proposals (RFP). The thought is that the third party vendor would handle the kitchen, serving beverages and potentially the catering.

A couple of key areas to discuss/consider:

- Season's section: The RFP combines both approaches (year round and seasonal) to see what we get.
- Finances: Finances in the RFP are left open to the proposer at this time. We may need to guide them with a minimum number the city is willing to accept. Do we feel that this is an appropriate approach, or do we feel we should guide them?
- Event catering: The RFP leaves it up to the proposer to submit on the catering. Do we want to be more solid on this one or leave it open?

Matthew Johnson, Assistant Director, Sean McDonagh, Community Building and Golf Course Superintendent and Steve Anderson, Community Building and Golf Course Supervisor have spent quite a lot of time in this process and at the facility and will plan to be at your meeting to provide a quick overview and listen.

Commissioners Baggenstoss, Hoag and Brown agreed to be part of a subcommittee to research and explore options. Commissioner Stoner was interested and agreed to work on the survey portion. Thank You! I am hopeful that staff and the subcommittee can meet coming up after your discussion to better shape the RFP. We can also discuss a timeframe for a follow up joint meeting with the City Council prior to issuance of the RFP.

Requested Commission Action: Discuss RFP and next steps.

7. Accelerated Emerald Ash Borer (EAB) Program Discussion

At the request of the City Council and the guidance of the Parks and Recreation Commission, Commissioners Hoag and Stoner were at the Finance Commission meeting on August 13 to share the draft Accelerated Emerald Ash Borer (EAB) Program Proposal.

The Finance Commission appeared a bit confused as to why it was coming back to them but they had a good discussion.

The general comments were that they felt it was a thoughtful and well laid out program but it was really a decision of priorities for the City Council.

No recommendation was made at that meeting.

Hoag and Stoner provided a very good overview and answered questions. Thank you! They can share their experience and more information at the meeting.

The next step may be reporting to the City Council.

Requested Commission Action: Discuss next steps.

8. Park Dedication Annual Rate Review

This item is an effort to maintain a consistent periodic review of the Park Dedication rates.

The most recent increase for the residential rate was effective January 1, 2017 when the rate increased from \$3,500 per unit to \$4,000 per unit.

The most recent increase for the non-residential rate was effective January 1, 2017 when the rate increased from 7% of Fair Market Value (FMV) to 10% of FMV.

Please keep in mind that the basis for Park Dedication relates to the connection and needs of the Roseville Park and Recreation System Master Plan and Capital Improvement Program (CIP).

Enclosed is an updated survey of rates in surrounding metropolitan communities for comparison purposes only. Highlighted areas indicate the changes from year to year.

The Commission typically reviews the Park Dedication rates annually in order to stay current. Given a relatively recent rate increase and the appearance of being in line with other communities, it may be appropriate to consider remaining the same in 2020.

Requested Action: Discuss and consider a recommendation on the Park Dedication rates.

9. Staff Report

a. Hispanic Heritage Month Event

The City Council approved moving forward with an event in Central Park in recognition of Hispanic Heritage Month. The event will occur on October 5, 2019. You are all invited.

b. Petition Received Advocating for Permanent Pickleball Courts

Included in your packet is a petition to consider building permanent pickleball courts in Roseville. There seems to be more and more inquiries about the desire of this amenity. Concept courts are identified at the Autumn Grove Park site in the Master Plan. Much has been learned since that plan was done, especially on the amount of noise neighbors might experience from the “ping” of the ball. No timeline, exact location or funding has been identified.

c. Other New or Relevant Communication Items

10. Other

11. Adjournment