

**ROSEVILLE PARKS AND RECREATION COMMISSION
DRAFT MEETING MINUTES FOR
April 5, 2016
6:30pm**

PRESENT: Becker-Finn, Bole, Diedrick, Gelbach, Heikkila, Newby, O'Brien, Warzecha
ABSENT: Bogenholm & Stoner notified staff they were not able to attend meeting
STAFF: Brokke, Anfang

1. INTRODUCTIONS

2. ROLL CALL/PUBLIC COMMENT

No public in attendance comment.

3. APPROVAL OF MINUTES – February 29, 2016 MEETING

February 29th minutes approved unanimously.

4. INDUCTION & OATH OF OFFICE FOR NEW COMMISSIONERS

Commission Chair Newby executed the Oath of Office for new Commissioners Ronald Bole & Cynthia Warzecha. Following the oath of office, all commissioners shared their residence history and a short comment about participating on the Parks & Recreation Commission.

5. UPDATE ON THE CEDARHOLM GOLF COURSE CLUBHOUSE REPLACEMENT PROCESS

Brokke briefed the Commission on the first Advisory Team meeting and shared the orientation power point presentation to provide background information for the new Commissioners and additional information for the viewing public.

6. STAFF REPORT

Brokke shared:

- He will meet with the Finance Commission next week to talk about Parks & Recreation Operations.
- There have been staffing changes at the Skating Center. Brad Tullberg has left for a position in Brooklyn Park and Keving Elm has been promoted to the Superintendent position. We will be looking to fill the Skating Center Recreation Supervisor position in the coming weeks.
- We are moving into final interviews for the Department Administrative Assistant position.
- The City Council is working on an Infrastructure Sustainability Priority Asset Management Program. Parks & Recreation is currently using Pubworks to track staffing time and maintenance costs.
- Deer Survey Review
 - Currently, the City has an ordinance for Wildlife Management
 - Ramsey County completed a Deer Count Survey this winter, we are currently waiting on findings.
 - Brokke will be attending an upcoming meeting with Ramsey County Officials, DNR representatives, other Ramsey County Cities and other affected agencies. Management options & techniques, best practices and timing will be discussed.
- A purchase agreement for the Marion Street property has been approved by the council, contingent on a grant receipt to assist with funding.

7. OTHER

Deidrick commented on how amazing Reservoir Woods looks as the result of recent Buckthorn removal.

Meeting adjourned at 7:45 pm

Respectfully Submitted,
Jill Anfang, Assistant Director