

**ROSEVILLE PARKS AND RECREATION COMMISSION
DRAFT MEETING MINUTES FOR SEPTEMBER 6, 2016
ROSEVILLE CITY HALL – 6:30PM**

PRESENT: Becker-Finn, Gelbach, Heikkila, Newby, O'Brien, Stoner, Warzecha

ABSENT: Bole, Diedrick

STAFF: Anfang, Brokke, Christensen, Evenson, Anderson, McDonagh

OTHER: Holt

1. INTRODUCTIONS

2. ROLL CALL/PUBLIC COMMENT

No public comment at the start of the meeting.

3. APPROVAL OF MINUTES – AUGUST 4TH MEETING

Commissioner O'Brien requested amending the date for the approval of minutes from May 3rd to June 7th.

Commission Recommendation:

Vice-Commissioner Gelbach moved to approve minutes as amended, O'Brien seconded. Motion passed unanimously.

4. CEDARHOLM GOLF COURSE CLUBHOUSE REPLACEMENT PROCESS

Anfang introduced and thanked Cedarholm Advisory Team Facilitator Dave Holt for his leadership on the project. In addition, she thanked the 23-person committee for all of their hard work in completing the thorough process that led to the Final Report. Finally, she thanked Vice-Commissioner Gelbach and Commissioner Stoner for their participation on the Advisory Team.

Holt thanked Anfang for her efforts and gave her kudos for all of her work during the revision process of the final report.

Holt presented a PowerPoint overview of the Final Report. The PowerPoint will be available for public review on the City Website.

The PowerPoint included the following topics:

- Final Report Overview
 - The current clubhouse is functionally obsolete.
 - Cedarholm Golf Course is a Roseville community asset.
- Background
 - Started exploring the option to replace Cedarholm in November, 2014.
 - The City Council asked for further exploration of options.
 - 4-5 options were subsequently presented to the City Council

- Ultimately, it was decided by the City Council to explore the possibility of keeping the current footprint with the possibly of adding a basement foundation.
- Commission Size
 - Originally, the intent was to have less people on the committee. However, it was decided to accept all applicants. Having a larger group with varied backgrounds was appreciated and provided for greater input and detail.
- Mission and Purpose
- Meeting Schedule
- Advisory Team Recommendations
 1. Replace the Clubhouse
 - Create a flexible space to support current and future golf needs
 - Anticipate future operational requirements – independent of golf functions
 - Create a gathering space for non-golfers in the community
 - Provide a niche in Roseville’s facility rentals
 - The Advisory Team recommends that the first step in the replacement process would be the contracting of professional design services. The buildout would ideally be Fall of 2017 after the golf season ended.
 2. Use identified funding options
 - Park Dedication Funds
 - Remaining Parks and Recreation Renewal Program Funding

The “Best Value” process had a large impact on having this additional money. Holt applauded the City Council for allowing the Parks and Recreation Department to utilize this process.
 - Current Golf Course Fund Balance
 - In addition to the 3 identified funding options the committee also recommends keeping all options open during the process, including a potential bond or levy.
 3. Plan for supporting infrastructure
 - When looking at the Clubhouse replacement, take into consideration all of the structures and supporting elements on the site such as the maintenance shop and parking lot.
 4. Reconsider Cedarholm as an Enterprise Fund

Commission Chair Newby asked for clarification on what constitutes an Enterprise Fund. Holt stated that an Enterprise Fund is essentially a self-sustaining program. Newby reiterated that the basic principle is that the revenues generated from fees should cover the operating and capital costs.

Commission Chair Newby thanked Holt for the comprehensive overview. He questioned what the other options are for Cedarholm if it was not an Enterprise Fund. Brokke responded that it could potentially be operated under a typical Parks and Recreation Fund. However, the goal would still be to earn as much revenue as possible.

Holt called for action on the recommendation to hire a design company as the first step in moving forward.

Commissioner Heikkila questioned the idea of a “Roseville designed” building. Holt answered that the theme and colors could be similar to the other Park Buildings in Roseville.

Commissioner O’Brien stated that she was present at the August 16, 2016 public meeting and she appreciated that several members of the committee presented the final report.

Commissioner Warzecha asked about the idea that Roseville Historical Society would occupy some of the space. Holt confirmed that the Advisory Committee believed that it could be a potential option pursued during the design phase. The Commission discussed the potential of having the Historical Society or other community groups share the space.

Commission Chair Newby questioned space options and what has been considered. Holt confirmed that the Advisory Committee discussed Cedarholm fitting a meeting space need that is currently not available in Roseville. The Advisory Team suggested that the building should potentially accommodate approximately 80 people. Specific designs and specific uses would be decided during the design phase.

Stoner requested to go back to the discussion of a “Roseville look”. He said there was discussion and a difference of opinion at the Advisory Meetings. He suggested that staff “be careful” not to just make another park building. Brokke confirmed that it would not be a duplicate of the park buildings. Rather, that you would know it is a Roseville building.

Brokke confirmed that this will go to the City Council on September 26th. Holt will again present the report and will ask the Council to adopt the report and request for the pursuance of design services.

Anfang thanked Greg Hoag for taking time out to attend the meeting tonight. She confirmed the Commission’s packet was sent to the Advisory Team members so they are aware of next steps for the Final Report.

Commission Recommendation:

Commissioner Becker-Finn moved to send the Cedarholm Final Report to the City Council along with the recommendation to hire design services, O’Brien seconded. Motion passed unanimously.

5. STAFF REPORT

**Parks and Recreation Director, Brokke Reports:
Departure of Jeff Evenson, Parks Superintendent-**

Jeff Evenson will no longer be with Roseville Parks and Recreation as of this Friday, September 9, 2016. Evenson has been with the City of Roseville since 2001. He has completed many landscaping projects throughout Roseville, including the Orchard and Muriel Sahlin Arboretum. In addition, he was involved with a number of complex projects including serving as the staff lead on the Parks and Recreation Renewal

Program. The Renewal Program included 77 projects and was a \$19-million-dollar undertaking which was completed on time and under budget.

Brokke wished Evenson “good luck” on his next venture as the Superintendent of Parks and Planning for the City of Maple Grove.

Commission Chair Newby thanked Evenson for his service.

Evenson stated that everything that has been accomplished is a tribute to the community here in Roseville and how rewarding it is to go out and see people utilizing the parks.

Langton Lake Park Declining Oak Tree Area-

The trees on the north side of Langton Lake Park located behind the ball fields are ending their useful life. There is concern as they are potentially creating a hazardous condition that could lead to falling trees. Brokke showed pictures of the tree deterioration.

Brokke explained that Parks and Recreation staff has evaluated and inspected the trees in the area. Upon inspection a number of trees were identified as being in poor condition. The staff recommendation was to remove several of the trees.

In the last few weeks, a very large limb has subsequently broken off and fell on the trail. Several other trees and limbs are imminent in the same area.

Commission Chair Newby questioned if it is a disease that is causing the deterioration? Brokke confirmed that it is just a function of age and maybe some potential land erosion and compaction.

In addition, there are a number of erosion issues in the area. Brokke shared pictures of the erosion concerns.

Brokke confirmed that a Certified Arborist surveyed the area and agreed with the staff recommendation to take down the declining trees. Consideration is being given to a restoration plan for the area. A few of the trees need to be removed immediately to ensure that there is not a public safety concern.

Commission Chair Newby communicated that he had received an inquiry via e-mail questioning if a certified Arborist had evaluated the area. Brokke reiterated that this was completed and the Arborist agreed with the Parks and Recreation recommendation to remove the trees.

Commissioner O’Brien stated that we need to air on the side of caution with such a busy trail.

Commissioner Heikkila questioned the communication plan to citizens.

The Commissioners discussed placing signs at the Langton Lake site.

Commission Chair Newby suggested that the signs that are posted reiterate that the trees are not diseased but have reached the end of their useful life.

Deer Population-

Brokke shared that residents are continuing to voice concerns with the deer population in Roseville. The members of the City Council have been getting phone calls and e-mails requesting information on what the City is doing to solve the over population.

In order to gather additional information Parks and Recreation Staff has been working with Ramsey County and the Minnesota Department of Natural Resources (MNDNR) touring Roseville Parks and discussing options:

Sharp Shooting – Off-season solution provided by the United States Department of Agriculture (USDA) Government Agency.

Bow-Hunting – Roseville would work with the Metro Bow Hunters Association. They would have stands up during the regular bow-hunting season.

Brokke stated that due to the smaller size of the Parks in Roseville they may not be conducive to bow hunting and sharp shooting may be more efficient.

Commission Chair Newby questioned if it is the same group of people who have complained in the past that are again voicing similar concerns? Brokke confirmed that it is in many cases the same residents with comparable concerns.

Commissioner Stoner questioned the Commission's recommendation of giving the ordinance 2 years to work and the use of the ordinance?

Brokke confirmed there has not appeared to be many documented cases of violations associated with the recent ordinance and that residents are still experiencing ongoing issues.

Upcoming Events-

- Community Build – Saturday, September 24th at Central Park Lexington near the Amphitheatre. Everyone is encouraged to come out to the build!
- Wild Rice Festival – Saturday, September 17, 2016 from 10a.m-4p.m.
- Tapped and Uncorked – Friday, September 30, 2016. This year's performer will be GB Leighton.

Acknowledgements-

Roseville Review – 2016 Readers Choice Awards:

Best Use of Tax Payer’s Money – Roseville Parks

Best Place to have a Banquet – Roseville Skating Center’s Banquet Facilities

Best Place to have a Picnic – Roseville’s Central Park

Best Place to Golf – Cedarholm Golf Course

6. OTHER

Commissioner O’Brien questioned how others felt about having the Commission specific booth at the Discover Your Parks (DYP) events this summer. The Commission had a positive discussion on the success of the booth. They felt it was helpful and allowed for easier public engagement.

Park Signs at B-Dale Club – An e-mail came into the Parks and Recreation Commission e-mail box regarding the B-Dale Club sign. Brokke reiterated that staff is open to discussing options as appropriate. The Commission discussed ordinance concerns and the awkward entrance for the park off of Dale St.

7. ADJOURNEMENT

Meeting adjourned at 8:20pm.

Respectfully Submitted,
Danielle Christensen, Department Assistant