

1 **ROSEVILLE PARKS AND RECREATION COMMISSION**
2 **DRAFT MEETING MINUTES FOR**
3 **February 7, 2017 6:30pm**

4
5 **PRESENT:** Bole, Diedrick, Heikkila, Newby, O'Brien, Stoner, Warzecha
6 **ABSENT:** Gelbach
7 **STAFF:** Anfang, Brokke, Christensen, Deal, L. Johnson, McDonagh

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9 **1. INTRODUCTIONS**

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11 **2. ROLL CALL/PUBLIC COMMENT**

12 No public comment.

13
14 **3. APPROVAL OF MINUTES – January 3, 2016 MEETING**

15 Commissioner Bole requested to amend the attendance record from the January 3, 2017 meeting, as he was
16 present. Commissioner Warzecha noted that the staff report had an omitted line.

17 **Commission Recommendation:**

18 Commissioner Diedrick moved to approve minutes as amended, Commissioner Bole seconded. Motion
19 passed unanimously.

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21
22 **4. CEDARHOLM GOLF COURSE CLUBHOUSE REPLACEMENT PROJECT**

23 Brokke introduced representatives from Hagan, Christensen & McIlwain (HCM). The City of Roseville
24 previously utilized HCM to develop the concept plans for the new park buildings during the renewal
25 program. Brokke reiterated that community and Commissioner input is highly encouraged during the
26 Cedarholm design process.

27
28 Tim McIlwain and Dan Lawrence with HCM introduced themselves to the Commission. After reviewing
29 the Cedarholm Advisory Team Final Report HCM has created a site diagram, which consists of general
30 opportunities and goals for the Cedarholm Design Project. The site diagram is the first step to developing
31 space programs, square footage numbers and concept plans.

32
33 McIlwain presented the Site, Building and Operational Goals listed on the HCM Site Opportunities Study
34 dated February 1, 2017:

35
36 **Site Goals**

- 37 • Provide safer and better circulation in the parking area for cars and deliveries
- 38 • Expand and improve parking
- 39 • Improve public visibility of the facility through building location and signage
- 40 • Improve the entry sequence to the building
- 41 • Provide a larger entry staging area for golfers
- 42 • Maximize the use of the site buildable area
- 43 • Improve the configuration and flow of the Clubhouse, putting green and 1st tee
- 44 • Building siting/location to enhance views of the course

45
46 **Building Goals**

- 47 • Create a facility that supports golf operations but is multi-purpose and flexible for other uses such as:
 - 48 - Rentals for family, social or business events
 - 49 - Community Gathering Space
 - 50 - Presentations and events
 - 51 ▪ The critical operational and functional goal is to provide golf space to the golfers. However,
52 it is also important to ensure that a flexible space is created.
- 53 • Consider additional building "tenants" such as the Historical Society

- 54 ▪ Estimated square footage requirements for the Historical Society is 1,300 square feet.
- 55 • Improve staff visibility and supervision of the parking area and 1st tee from the building
- 56 • Improve the views and connections to the site
- 57 • Improve the efficiency and relationship of the service functions (kitchen and retail spaces) for staff
- 58 • Gathering Space to be able to support 80-100 at tables to support golf tournaments & medium sized
- 59 rentals
- 60 • Kitchen facility to support the facility - golfers and rentals in the Gathering Space
- 61 ▪ McIlwain stated that there was a need to determine the use of the kitchen. He suggested that
- 62 unique food offerings could potentially draw in non-golfers who are looking for a dining
- 63 option.
- 64 ▪ Commission Chair Newby questioned if there is room at Cedarholm to support a unique
- 65 restaurant venue. McIlwain stated that there is potential space for a restaurant utilizing the
- 66 gathering space area. Commissioner O'Brien offered that a restaurant would inhibit the use
- 67 of the building as a rental facility. Commissioner Warzecha noted the limited parking
- 68 options.
- 69 • Develop a strong inside-outside relationship with decks and patios
- 70 • Outdoor spaces to have unique and quality features (fire pit, shade, grill, etc.)
- 71 • All spaces to be accessible
- 72 • Take advantage of lower level opportunities due to site topography
- 73 • Improve the Maintenance Facility

74 75 Operational Goals

- 76 • Improve staff efficiency for golf check in and food service
- 77 • Improve food and beverage offerings
- 78 • Integrate retail into the entry rather than an enclosed shop space
- 79 • Relocate cart storage to reduce staff time and congestion at the Maintenance Building

80
81 Commissioner Heikkila offered the suggestion of adding bike parking on site to compliment the limited
82 parking options. Parking is at a premium currently and opportunities to expand will be explored by HCM.

83
84 McIlwain explained that the next step is to create a Master Plan that would include space goals and cost per
85 square foot. The Master Plan would include the maintenance operations – even if those plans were
86 completed as a future project.

87
88 Commissioner O'Brien requested additional details on what was discussed during the Cedarholm Advisory
89 Committee in regards to the potential for a restaurant. In response, Commissioner Stoner relayed that the
90 restaurant was one of the top five issues that came up during the Cedarholm Advisory Team meetings.
91 Commissioner Stoner also commented that he has concerns regarding the parking if a “destination
92 restaurant” is added. However, he does believe that looking at the option of a restaurant could answer many
93 of the multi-use topics that were discussed during the Cedarholm Advisory Committee meetings.

94 95 Public Comment

96 Dave Holt, the facilitator of the Cedarholm Golf Course Clubhouse Replacement Advisory Team, relayed
97 that the overall group recommendation was for the Clubhouse to provide good quality food for the golfers,
98 tournaments and catering events. As space and parking at Cedarholm is at a premium compared to other
99 “destination restaurants” the main focus of Cedarholm should be as a Golf Clubhouse.

100
101 Commissioner O'Brien noted that a restaurant would be a completely different philosophical direction from
102 what was recommended by the Cedarholm Advisory Team.

104 Commissioner Stoner questioned the different size needs based on a “nice restaurant for golfers” vs. a
105 “destination restaurant”. McIlwain responded that the two kitchen sizes would be very similar. He stated
106 that you need to look at maximum building potential - to ensure the space is utilized 12 months out of the
107 year.
108

109 Further discussion of the Cedarholm Golf Course Clubhouse Replacement Project will be at the Thursday,
110 February 23, 2017 Community Meeting. The meeting will be held at the Autumn Grove Park Building from
111 6:30-8:30 p.m.
112

113 5. **YOUTH OUTREACH PROGRAM REVIEW**

114 Roseville Parks and Recreation Program Supervisor Lauren Deal relayed her 10 years of experience with
115 the City Roseville. Recent and upcoming events that Deal supervises include the following:

- 116 • Daddy Daughter Sweetheart Dance – This year’s dance was enjoyed by over 50 couples!
- 117 • Kids Ice Fishing Contest
- 118 • Arts at the OVAL
- 119 • Dance Classes and Recital
- 120 • Discover Your Parks (DYP)
- 121 • Puppet Wagon
- 122 • Adult Wellness (Yoga, Tap Dance, Fitness, Tai Chi Chi, Trips)
- 123 • Music Ensemble Preschool Music Classes
- 124 • Youth Fitness Boot Camps
- 125 • Youth Afterschool Activities (Art, Science, Games, etc.)
- 126 • Youth Summer Activities (Sports, Theater, Leadership, Field Trips, Art, etc.)

127
128 Dates and additional details for the programs listed above can be found in the Roseville Parks and
129 Recreation activity brochure.
130

131 Deal also introduced the new “Rec Connect” program that she created with Recreation Program Supervisor
132 Lake Johnson to target the Karen population in Roseville. The program will be available for kids ages 5-15,
133 at Tamarack Park, with a drop-in format for registration.
134

135 Johnson reviewed the “Rec Connect” Program Planning Timeline that was utilized to create the program.
136 Johnson and Deal met with other communities and cultural liaisons to develop the program. Once the
137 program layout is established there is potential to bring this type of drop-in programming to other parks in
138 the Roseville Community.
139

140 Deal presented the seasonal “Rec Connect” Summer Coordinator job opening posting. The interview
141 process for this position has not yet begun. The job will be posted on the City website through March 1st. A
142 desired qualification for the potential candidate would be an English-Karen bilingual speaker.
143

144 Brokke explained that this program was discussed with the City Council and that the now city-owned 1716
145 Marion Street property could also be utilized for the “Rec Connect” program.
146

147 6. **STAFF REPORT**

- 148 • Brokke introduced and showed a video interviewing Roseville’s Park Superintendent, Jim Taylor, at the
149 Natural Resource event on Martin Luther King Day.
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153

- 154 • Tamarack Park playground replacement letters have been mailed out to neighbors near the park.
155 Community meetings to discuss the playground design process will be held on the following dates:
156 ▪ Feb 22nd
157 ▪ March 8th
158 ▪ March 22nd
159 ▪ June – Community Build
- 160 • Introduction to the article in the National Recreation and Park Association (NRPA) publication
161 interviewing Commission Chair Newby on the Imagine Roseville: Community, Policing and Race in
162 Roseville discussions.
- 163 • The 2017 Deer Reduction Program is complete. Twenty deer were successfully removed. Ramsey
164 County will conduct a helicopter flyover after a fresh snowfall to determine the current deer population.
165 This is anticipated in the next few weeks weather permitting.

167 7. **OTHER**
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170 Meeting adjourned at 8:25 pm
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172 Respectfully Submitted,
173 Danielle Christensen, Department Assistant

DRAFT