

**ROSEVILLE PARKS AND RECREATION COMMISSION  
DRAFT MEETING MINUTES FOR  
April 4, 2017 6:30pm**

**PRESENT:** Bole, Baggenstoss, Gelbach, Heikkila, Hoag, Newby, O'Brien, Stoner, Warzecha  
**ABSENT:**  
**STAFF:** Brokke, Christensen, McDonagh

**1. INTRODUCTIONS**

**2. ROLL CALL/PUBLIC COMMENT**

No public in attendance.

**3. APPROVAL OF MINUTES – March 7, 2017 MEETING**

Commissioner Bole moved to approve the March 7, 2017 meeting minutes. Commissioner Warzecha seconds. Motion passed unanimously.

**4. INTRODUCTION AND OATH OF OFFICE FOR NEW COMMISSIONER**

The Oath of Office was completed by Commission Chair Gelbach for new Commission members Greg Hoag and Darrell Baggenstoss.

Each of the current Commission members introduced themselves and welcomed the new members.

**5. CEDARHOLM GOLF COURSE CLUBHOUSE REPLACEMENT REVIEW**

Director Brokke provided an update on the work that has been completed on the Clubhouse replacement.

The March 20, 2017 City Council meeting provided direction to pursue the 5,000 sq. ft. facility, not include the maintenance facility at this time and no longer consider the Historical Society as a part of this project. The larger 5,000 sq. ft. facility will also serve as a Community Building providing seating space for up to 100 people.

The City Council was interested in firm numbers rather than architect's assessments and requested a proposal for plans and specifications. Staff is expecting a proposal from Hagen, Christensen & McIlwain Architects (HCM) to bring back to the City Council on April 10, 2017.

Commissioner Bole inquired about the timing of the project. Brokke confirmed that the goal is not to interfere with the golf season. A potential schedule for the project would include:

- Finalize site location
- Finalize building images
- Plans and specifications – completed by June
- Request for Proposals (RFP) – June/July
- Proposal considerations – August
- Building begins – September

Cart storage would be added near the current maintenance building. The new cart storage area would consist of space for up to 20 carts with a roof and decorative fencing that is secure.

Commissioner Heikkila questioned the lack of a pro shop in the new building. Golf Superintendent McDonagh confirmed that there would be a small area where selling of golf essentials would occur.

Commissioner Stoner requested a further explanation of the budget. Staff responded that based on the architects estimate and using comparable facilities, the market square footages range between \$380-\$420

per sq. ft. The potential total building cost would be \$1,900,000-\$2,100,000. This price does not include the additional site work and management costs, which are anticipated to be as follows:

- Patio – \$100,000
- Parking lot expansion - \$55,000
- Course modifications \$25,000
- Cart storage \$30,000
- Utilities - \$40,000
- Planning and management costs - \$285,000 (plans and specifications and contract management)
- Best Value contracting \$20,000

Existing funds previously identified include Park Dedication at \$1,300,000, Renewal Program at \$400,000, Golf Course Fund at \$200,000 for a total of \$1,900,000. The Commission engaged in a discussion of the funding possibilities included a potential levy and bonding.

Brokke presented two potential building image options. He noted that a higher ceiling would be preferred in the banquet facility but varying rooflines are not desirable from a maintenance perspective and would increase the cost of the project.

Commissioner Heikkila questioned if there could be a potential use of solar panels on the site. Brokke mentioned that the cost for solar has historically shown long paybacks. Commissioner Newby suggested the use of larger windows for solar gain. Commission Chair Gelbach inquired if the design would need to be modified for solar panels and if that should be considered to accommodate a solar option in the future. Brokke responded that load requirements would more than likely need to be increased based on the weight of the solar panels and that sustainability efforts would be part of this project. The Commission suggested that the ease of short term and long-term maintenance should be kept in mind when deciding the design of the new building.

Commissioner Baggenstoss asked about the percent difference in cost between the two potential designs. Brokke responded that we do not have that level of detail available.

Commissioner Heikkila questioned where the youth golf program, which has historically been held on the practice green, would be located. McDonagh shared that the program could be moved to a different park where a small SNAG Course would be set-up.

The Commission discussed the pros and cons of the potential building forms; focusing on landscape, roofline and skylight options.

## 6. **DEER REDUCTION REPORT REVIEW**

Based on resident concerns of high deer population in Roseville, the City Council authorized the United States Department of Agriculture (USDA) to complete a deer reduction program in 4 City locations:

- Central Park Nature Center Area
- Owasso Hills Park
- Ladyslipper Park (This Park was baited but no deer were removed)
- Roseville Leaf Compost Site

Twenty deer were removed in one night (1/31/17). The USDA donated the meat to needy families. General findings from the reduction effort included:

- 70% were female
- 57% of the adult females had 0-1 fetus (A healthy female should be carrying 2 fawns)
- 20% of the deer had injuries

The USDA and Minnesota Department of Natural Resources (MNDNR) observations from the reduction effort included:

- Significant population remains
- Minimal body fat was observed on the deer contributing to an unhealthy herd
- High activity at the bait stations

The full USDA Report is available on the City Website.

Brokke displayed a map that showed feedback received from the public on the deer population and a map of reported deer sightings. To report feedback or sightings you can go to the Parks and Recreation Website Page>Wildlife.

Vice-Chair O'Brien suggested that this information should be distributed to the public.

## 7. **POLLINATOR FRIENDLY CITY RESOLUTION DISCUSSION**

Commission Chair Gelbach provided background on how he became interested in pesticide use and pollinators. He relayed that 16 municipalities surrounding Roseville have some form of pollinator friendly resolution. The goal of a Pollinator Friendly Resolution is not to stop the use of pesticides; rather it is to educate people on how to use pesticides appropriately.

Brokke recommended including the resolution again in next month's commission packet. Commissioner Stoner suggested having a vote at the May Commission Meeting to potentially endorse the resolution.

Commissioner Newby suggested adding a bullet with examples of pollinator friendly plants to the resolution.

Commissioner Bole questioned if Cedarholm uses negative chemicals on the golf course. Brokke confirmed that if necessary, they are used on a limited basis.

## 8. **STAFF REPORT**

- The three Community Meetings for the Tamarack Playground planning process have been completed. The old playground has been removed. The new playground Community Build is scheduled for June 3<sup>rd</sup>. The new structure will include:
  - Two bays of swings
  - One play apparatus for 5-12 year olds
  - One play structure for 2-5 year olds
  - Benches and picnic tables
- Discover Your Parks (DYP) flyer dates were passed out of the Commission. Vice-Chair O'Brien suggested a sign-up sheet to ensure there are representatives present at each DYP event. Brokke confirmed a sign-up sheet would be provided at the next meeting.
- Earth Day Celebration – April 22, 2017 from 10 a.m. to 2 p.m.
- Natural Resource Renewal Events:
  - Langton Lake Park – April 15, 2017 from 10 a.m. to 12 p.m.
  - Central Park – Lexington – May 20, 2017 from 10 a.m. to 12 p.m.

9. **OTHER**

Commissioner Heikkila stated that he recently applied for an EAB permit to treat his boulevard Ash tree. He relayed that the permit process was very efficient and that Rainbow Treecare Services was an easy company to work with.

Commissioner Hoag reiterated similar experiences with Rainbow Treecare Services.

Meeting adjourned at 8:35 pm

Respectfully Submitted,  
Danielle Christensen, Department Assistant