

**ROSEVILLE PARKS AND RECREATION COMMISSION  
DRAFT MEETING MINUTES FOR  
September 5, 2017 6:30pm**

**PRESENT:** Baggenstoss, Bole, Gelbach, Heikkila, Hoag, Newby, O'Brien, Stoner, Warzecha  
**ABSENT:** None  
**STAFF:** Brokke, Christensen

**1. INTRODUCTIONS**

**2. ROLL CALL/PUBLIC COMMENT**

No public in attendance.

**3. APPROVAL OF MINUTES – AUGUST 3, 2017 MEETING**

Commissioner Stoner requested amending line 129 to “no minimum property size required for a beehive”. Commissioner Baggenstoss requested a change in line 54 from “would” to “could”. Commissioner Hoag moved to approve the August 3, 2017 meeting minutes with amendments. Commissioner Stoner seconds. Motion passed unanimously.

**4. COMPREHENSIVE PLAN – MASTER PLAN REVIEW AND UPDATE – SECTIONS 5, 6 AND 7**

Goals 1, 2, 3 and 4 were completed at previous Parks and Recreation Commission Meetings.

**Goal 5 Review**

Chair Gelbach suggested to add “adverse ethnic groups” to Goal 5.1.

Commissioner Baggenstoss recommended adding, “seeking out those with little or no voice” to Goal 5.4.

Commissioner Stoner suggested incorporating possibilities outside of art heritage items to Goal 5.3 by adding “historical artifacts” after “Exhibit quality works of art”.

**Goal 6 Review**

The Commission discussed the reference to a community center in Goal 6.4, and how that potential opportunity has changed historically.

Commissioner Stoner suggested reordering the structure of Goal 6.4 to include “define a strategy and identify a site”.

**Goal 7 Review**

Chair Gelbach questioned Goal 7.5 and the reference of three Watersheds. He asked if there should be four Watersheds. There were three in Roseville to staff knowledge, but it will be confirmed.

Vice-Chair O'Brien offered the addition of Goal 7.7, to address the volunteers needed for the Natural Resources Program. The Commission discussed using similar language to Goal 2.7 with the addition of support "and engage".

Newby suggested adding "and the need for critical habitat for pollinators" to Goal 7.4.

Chair Gelbach indicated that the Commission would be completing a final overview of all the goals and recommendations at the October 3, 2017 meeting.

#### **5. PARK DEDICATION METHOD DISCUSSION**

Chair Gelbach introduced the work that was done to review the Park Dedication method at the August 3, 2017 Parks and Recreation meeting.

The Commission agreed that they are comfortable with and suggest the current method for determining Park Dedication. However, going forward they suggested a periodic comparison every couple of years to review the League of MN Cities methodology as part of their ongoing Park Dedication analysis.

Vice-Chair O'Brien asked for additional details on the current non-residential land and cash dedication amounts. Currently, the land amount is 5% and the cash dedication is 10% FMV.

The Commission discussed equalizing the amounts.

Commissioner Stoner moved to increase the non-residential land amount from 5% to 10% with all other amounts, including cash amounts to remain the same for 2018. Vice-Chair O'Brien seconds. Motion passes unanimously.

#### **6. PREPARE FOR JOINT MEETING WITH RAMSEY COUNTY PARKS AND RECREATION COMMISSION**

The Commission discussed a potential list of topics for the joint meeting with Ramsey County Parks and Recreation. The potential list included:

- Update on Ramsey County's Comprehensive Plan and planning process, including trail systems and promoting connections
- EAB
- Dog Park (lack of a fully fenced park)
- Plans for McCarron's Park (specifically the lighting)
- Rice-Larpenteur Revitalization
- Natural Resources

After discussing time consideration and priorities the Commission recommended these final topics:

1. Planned Improvements
  - Dog Park
  - Lighting at McCarron’s Park
  - Rice-Larpenteur Revitalization
2. Master Plan and Planning Process Updates
3. Natural Resource Restoration
  - EAB

**7. POSSIBLE NOVEMBER MEETING LOCATION CHANGE**

Chair Gelbach introduced the opportunity to meet at Fairview Community Center for the November 2, 2017 Parks and Recreation Commission Meeting in conjunction with the 2132 Cleveland Avenue Park Master Plan Open House.

Commissioner Baggenstoss inquired on the timing of the meetings. Staff confirmed that the Master Plan Open House will begin at 6:00 p.m. Commissioners would participate in the Open House and then would convene for a meeting as needed.

The Commission agreed they are comfortable with moving the November 2, 2017 meeting to Fairview Community Center to allow the Commission to be involved in the 2132 Cleveland Avenue Master Plan Open House starting at 6:00 p.m.

**8. ONGOING TOPICS**

**i. Cedarholm Community Building Replacement**

The Cedarholm Community Building replacement was approved by the City Council. Parks and Recreation Staff and contractors are moving forward with temporary quarters, permits, asbestos removal and construction. Funding Sources approved by the City Council for the new Cedarholm Community Building include:

<b>Funding Source</b>	<b>Amount</b>
Park Dedication	\$1,000,000
Park Renewal Program	\$250,000
Park Renewal (SW Commitment)	\$600,000
Golf Course Fund	\$65,000
Internal Loan (Street Fund)	\$1,120,900
<b>Total Available Funding Sources</b>	<b>\$3,035,900</b>

Chair Gelbach inquired about how the internal loan would be paid back. Staff relayed that it could potentially be via Park Dedication or other internal city funds.

The total approved project costs include:

<b>Project Cost</b>	<b>Amount</b>
Actual Project Cost	\$2,953,900
Alternative #2: Certified Lumber	\$82,000
<b>Total Project Cost</b>	<b>\$3,035,900</b>

Vice-Chair O'Brien questioned if the utilization of the Golf Course Fund means that it will be changed from an Enterprise fund. Staff confirmed that at this time it is an Enterprise Fund as there are still some monies remaining. Further discussion on this topic are expected in the future.

Commissioner Stoner was concerned about the amount of the Park Dedication fund utilized for the Cedarholm Community Building project. However, expressed appreciation that the project is moving forward.

ii. **City Council Joint Meeting Review**

Commissioner O'Brien commented that the City Council appeared to have specific requests for the Commission in terms of the Capital Improvement Plan (CIP).

Staff agreed and suggested that they provide background information on the Capital Improvement Plan (CIP) at an upcoming meeting.

The Commission had a discussion on the joint meeting and the feedback they received from the City Council including capital assets and lobbying for the OVAL bonding at the legislature. They agreed that they would like to increase their understanding and participation in these items. Staff will provide background information at an upcoming meeting.

Commissioner Stoner noted that he felt the Council had a desire for the Parks and Recreation Commission to be more active on a variety of issues and to come up with the next "big push".

Vice-Chair O'Brien reiterated the feeling that the City Council was looking for the "next big thing" and that the Master Plan is not done. She also suggested creating a progress tracking system to assess the status of remaining Master Plan items.

Staff stated that Phase 1 of the Renewal Program is complete. Phase 2 is to sustain those items that were accomplished in Phase 1. A community center is also identified in the Master Plan as a desire by the community.

Chair Gelbach questioned how best to communicate what has been done. He suggested devising a plan to get accomplishments out to the community.

iii. **Commission Education Primer**

Chair Gelbach introduced and distributed a Commission Education Primer. It is a document with information to help new Commissioners.

Commissioner Baggenstoss added that as a new member he has questions on where the Commission is at on a topic and what they have done so far.

The Commission discussed that this would be helpful for not only new Commissioners but also the Public.

Commissioner Newby suggested including a summary or list of accomplishments including 2-3 big picture themes.

Commissioner Warzecha thanked Chair Gelbach and Vice-Chair O'Brien for putting the list together and believes that it will be very helpful.

Commissioner Stoner proposed including a definition of the role of Parks and Recreation in trails and a schedule of when the Commission typically completes reoccurring tasks.

Any future suggestions that the Commission may have for the Primer can be sent to Parks and Recreation staff member Christensen.

9. **STAFF REPORT**

- Rick Schultz retired after 31 years with the Roseville Parks and Recreation Department
- Lauren Deal has been named the new Recreation Superintendent
- Elen Swenson retired after 11 years from her customer service role with Roseville Parks and Recreation
- The Central Park Foundation has funded 4 recent Roseville Park Projects, including:
  - Rocket Ship Restoration in Central Park
  - Replacement of the Bocce Ball Courts in Central Park
  - Nature Center Deck Upgrades
  - Central Park Amphitheatre Roof Replacement and Painting

Thanks to the Roseville Central Park Foundation!

- Park Planning:
  - 2132 Cleveland: October 6 @ Fairview Community Center (6 p.m.)
  - 2132 Cleveland: November 2 @ Fairview Community Center (6 p.m.)
  - 1716 Marion Street: Meeting Sept. 12 @ 1716 Marion Street (6:00 p.m.)
  - 1716 Marion Street: October 17 @ Galilee Church (6:00 p.m.)
- Wild Rice Festival: September 16, 2017 @ Harriet Alexander Nature Center (10:00 a.m. – 4:00 p.m.)

**10. OTHER**

Meeting adjourned at 8:23 pm

Respectfully Submitted,  
Danielle Christensen, Department Assistant