

**ROSEVILLE PARKS AND RECREATION COMMISSION
MEETING MINUTES FOR
January 3, 2019 6:30 p.m.**

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

1) INTRODUCTIONS

2) ROLL CALL/PUBLIC COMMENT

3) APPROVAL OF MINUTES – DECEMBER 4, 2018 MEETING

Commissioner Hoag moved to approve the December 4, 2018 meeting minutes.
Commissioner Warzecha seconded. Motion passed unanimously.

4) DISCUSS 2019 DRAFT PROJECT AREAS AND APPROACH

Staff introduced the 2019 draft project areas and approach. The program focuses on taking care of existing assets, preplanning in advance for repairs/replacements and sharing information. Each project is separated into three areas depending on price and scope, the Park Improvement Program (PIP) is for mid-range budget items, the Capital Improvement Program (CIP) includes major replacement items and the daily maintenance items fall under the Park Maintenance Operational (PM) area.

The 2019 draft Park Improvement Program (PIP) project areas include:

- Playground safety surfaces at Applewood, Central Park (Victoria East), Howard Johnson, Langton Lake North, Central Park (Dale Street), Sandcastle, Acorn, Central Park (Foundation)
- Tennis and basketball courts crack seal and color at Owasso Hills, Pioneer, Valley and Veterans Parks
- Fencing projects at Langton Lake, Oasis, and Lexington backstop
- Facility improvements to the Harriet Alexander Nature Center (HANC) wall
- Landscape mulch
- Replacement and/or repairing of grills, drinking fountains, picnic tables, benches and soccer goals
- Ag lime pathways/ballfield at Owasso Ballfields and Acorn Park
- Sign Program (replace and updated outdated or worn signs)
- Landscaping and site work at Autumn Grove South, Legion Basketball Field, Central Park Victoria, Rosebrook and Lexington

The commission discussed the importance of resident feedback to help staff stay updated on the current status of park amenities.

The 2019 draft Capital Improvement Program (CIP) projects include:

- Vehicle and equipment replacement of a water truck, Toro mower, trailer replacement and skid steer
- Facility improvement at the Gymnastics Center (in collaboration with the school district)
- Potential playground replacement

The 2019 draft Park Maintenance Operational projects include:

- Removal of the pump house building at Reservoir Woods Park
- Repair shelter apron at Central Park Victoria Ballfields
- Replace roof of Mapleview Shelter
- Natural Resource Management Program
- Emerald Ash Borer
- Ongoing Operations and Maintenance
 - Paint portions of park buildings
 - Evergreen Park irrigation system repairs
 - Arboretum fountain repairs
 - Trash and recycling enhancements

The Commission discussed how this program is a proactive approach to evaluate and plan for park improvement needs. They also appreciated the forward and thoughtful thinking.

Commissioner Hoag suggested utilizing districts to organize the planning.

5) **DISCUSS PARKS AND RECREATION COMMISSION GOALS**

Chair O'Brien introduced the idea of creating Parks and Recreation Commission Goals.

Commissioners Gelbach and Stoner expanded upon the 2013-2015 example goals that were provided in the packet. They noted the use of short term and long term goals as well as assigning an owner to each goal to ensure that the goal was moving forward. Commissioner Stoner noted that he felt 7 goals were too many. He thought that 4-5 was a more manageable number.

The Commission discussed including the following goals:

Goal	Timeframe	Action Steps	Assigned	Progress
#1. Skating Center Bonding	Short Term Goal: Long Term Goal:			
#2. Understand resident's experiences with their local park. Work to find the voice of underrepresented or unheard people or groups. Foster a sense of belonging.	Short Term Goal: Long Term Goal:			
#3. Be visible in the community	Short Term Goal: Long Term Goal:			
#4. Increase and Enhance Volunteer Participation	Short Term Goal: Long Term Goal:			
#5. Advise Parks & Recreation on projects and opportunities	Short Term Goal: Long Term Goal:			
#6. Goats	Short Term Goal: Long Term Goal:			

6) **STAFF REPORT**

- Candlelight Snowshoeing Event at Cedarholm Community Building on Friday, January 25 (7:00 – 9:00 p.m.).
- OVAL public skating sessions are currently listed on the city website.
- Open Mic Night at Cedarholm Community Building on January 17 at 7 p.m. This is a free event and is open to everyone!
- New Year's Eve on Ice was a success with a few thousand people ringing in the New Year at the Roseville Skating Center. A special thanks to Goodmanson Construction for sponsoring this event.
- Staff discussed the FAA guidelines for drones in the parks.
- Community buildings and park shelters are available for 2019 rentals.
- Natural Resource Planning Session at the Cedarholm Community Building on January 21 – Martin Luther King Day (10:00 a.m. – 12:00 p.m.).
- The USDA will continue to work with Staff on the 2018/2019 deer reduction program. They have currently filled 6 tags and will be out additional nights until all 20 tags are filled.

7) **OTHER**

Chair O'Brien suggested the idea of completing a SWOT (Strengths, Weaknesses, Opportunities, and Threats) Analysis for Parks and Recreation at the February meeting. The Commission agreed this would be a good idea.

The Parks and Recreation Commission will have three Commission openings in 2019.

Meeting adjourned at 8:25 p.m.

Respectfully Submitted,
Danielle Christensen, Department Assistant