

**ROSEVILLE PARKS AND RECREATION COMMISSION
MEETING MINUTES FOR
JANUARY 3, 2023 6:30 p.m.**

PRESENT: Arneson, Baggenstoss, Boulton, Brown, Dahlstrom, Lenhart, Matts-Benson, Ybarra
ABSENT: Hoag
STAFF: Johnson

1) INTRODUCTIONS

2) ROLL CALL/PUBLIC COMMENT

Roll Call Commissioners: Arneson, Baggenstoss, Boulton, Brown, Dahlstrom, Lenhart, Matts-Benson, Ybarra.

Chair Dahlstrom called for public comment by members of the audience. No audience members were present.

3) APPROVAL OF MINUTES – DECEMBER 6, 2022 MEETING

Commissioner Brown moved to approve the minutes. Commissioner Matts-Benson seconded.

Roll Call

Ayes: Arneson, Baggenstoss, Brown, Dahlstrom, Matts-Benson, Ybarra.

Nays: None.

Abstain: Boulton, Lenhart.

4) PARKS AND RECREATION SCHOLARSHIP PROGRAM REVIEW

Staff introduced the Parks and Recreation Scholarship with a brief history of the program that dates back over 30 years. The program was adjusted in 2022 to ensure that program participants reflected the community members of Roseville, regardless of race, physical ability or economic means. Historically the scholarship program was funded via donations. In 2022, the City Council began allocating \$10,000 towards funding the scholarship program.

- Fee Assistance Program – Criteria
 - Individuals who live in Roseville and experience a financial need.
 - \$100 per year, which can cover up to 80% of program costs.
 - Youth (under 18) who qualify for free or reduced lunch in school. *Updated in 2022*
 - Adults who can prove an approval explanation of financial need. *Updated in 2022*

- Can be applied to all programs except adult athletics. *Updated in 2022*
- Fee Assistance Program – Purpose
 - To make recreational programs and facilities available and affordable to all residents.
 - Ensure that participants in Parks and Recreation programs and facilities reflect the Roseville Community.
 - Funded through donations to the recreation fund. Beginning in 2022, levy funds were allocated, if needed.
 - 2022 was used as a year to evaluate and make adjustments.
- Fee Assistance Program – New Marketing
 - Expanded marketing of the Fee Assistance Program via:
 - Website
 - Central Park and City Hall Signs
 - Social Media
 - Brochure Content
- Fee Assistance Program – Expanded Criteria
 - Expanded to include adults.
 - Applicable to contract and in-house programs.
 - Defined financial need to those who qualify for free or reduced lunch.
 - Applied to all programs except adult athletics (team sports).
- Fee Assistance Program – Data
 - 2022 was the largest use of Fee Assistance Program funds since 2019 (pre-pandemic).

Commissioner Bolton asked if any unused funds roll over to the next year. Staff relayed that any donations would roll over and remain in the account.

Commissioner Baggenstoss asked about the discrepancy between the awarded and used amounts. Staff responded that many participants were awarded the \$100 amount but did not participate in enough programs throughout the year to use the full \$100 amount. There were a few people who were awarded the fee assistance but did not use any of the \$100. Staff acknowledged that those scenarios present an opportunity to understand why the funds were not utilized.

The Commission discussed the award amount and ways to assess if it is sufficient. They also discussed the sports equipment needs of activity participants and suggested the potential of donating equipment.

- More than 50% of people who participated in the Fee Assistance Program reported that they were a person of color.

Commissioners requested racial demographic information in Roseville. Staff agreed to send out statistical information to the Commission.

- Fee Assistance Program – 2022 Takeaways
 - Roseville has an estimated 2,500 residents below the poverty line and 8,000 low income.
 - The scholarship program is likely an effective tool to ensure that traditionally underrepresented individuals are represented in our programs.
 - Still heavily skewed toward children.
 - More than half of the people who used scholarship dollars used all \$100.

Commissioner Matts-Benson suggested adding an opportunity for people to donate to the scholarship fund when they register for Parks and Recreation activities.

Commissioner Baggenstoss suggested that putting a cap on the scholarship dollar amount may be an impediment to potential participants.

Commissioner Lenhart asked about collecting racial information from all activity registrants. Staff relayed that there are potential privacy issues with collecting the information. In addition, the current registration database that is used is not able to collect this information.

Commissioner Arneson suggested having a two-tier scholarship amount for individuals who would like to participate in more expensive activities.

5) **PREPARE FOR JOINT MEETING WITH CITY COUNCIL**

The Commission and staff reviewed the draft Request for Council Action (RCA) for the joint meeting with the City Council.

Commissioner Lenhart suggested adding to the RCA bullet under the renaming of Pocahontas Park to Keya Park was suggested by a resident who lives near the park as turtles are sometimes seen in the park.

Commissioner Matts-Benson asked who would write the land acknowledgment. Staff relayed that staff members and Commissioners outside of Parks and Recreation would write the land acknowledgement.

Chair Dahlstrom suggested adding the potential loss of Veterans Park as a discussion item to address with the City Council.

Commissioner Lenhart volunteered to discuss the renaming of Pocahontas Park with the City Council. Commissioner Matts-Benson agreed to be the overall presenter for the meeting with the City Council.

The Commission discussed potential Veterans Park discussion points with the City Council.

6) **STAFF REPORT**

a) **DEPARTMENTAL UPDATES**

b) **OTHER NEW OR RELEVANT COMMUNICATION AND UPDATE ITEMS**

- The City Council passed the city budget. Parks and Recreation impact includes:
 - Seasonal staff wage adjusted to a starting pay of \$14.00/hour.
 - Special needs assistance program, Reach for Resources, was added as a budget item.
- Midland Legacy parcel has been purchased by the city. Plans for the new park will begin in 2023.
- Accelerated Emerald Ash Borer (EAB) program is still underway with tree removals.
- New Year's Eve on Ice had more than 2,000 skaters attend.
- Natural Resource Event in Central Park on Martin Luther King Day.
- David Peters has started with Roseville Parks and Recreation as the Recreation Supervisor – Adult Sports.
- Kim Heikkila has started with Roseville Parks and Recreation as a Customer Service Representative.
- Debbie Cash, Recreation Supervisor and Naturalist will be retiring on February 2.

7) **OTHER**

Commissioner Lenhart asked about the holiday lights around the OVAL. Staff relayed that the lights were privately funded and due to the cost it was not feasible any longer. There is a potential that they may be added again in the future.

Commissioner Arneson added that Ethics Training will take place in April.

Meeting adjourned at 7:57 p.m.

Respectfully Submitted,
Danielle Christensen, Department Assistant