

**ROSEVILLE PARKS AND RECREATION COMMISSION
MEETING MINUTES FOR
JANUARY 2, 2024 6:30 p.m.**

PRESENT: Arneson, Baggenstoss, Beckman, Boulton, Brown, Dahlstrom, Matts-Benson, Raygor, Ybarra.

ABSENT:

STAFF: Johnson.

1. INTRODUCTIONS

2. ROLL CALL/PUBLIC COMMENT

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

Commissioner Baggenstoss joined the meeting virtually. No public in attendance.

3. APPROVAL OF MINUTES – DECEMBER 5, 2023 MEETING

Vice-Chair Matts-Benson moved to approve the minutes. Commissioner Beckman seconded.

Roll Call

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

Nays: None.

Abstain: None.

4. BUSINESS ITEMS

a) PLANNING PROCESS FOR UPDATING NATURAL RESOURCES MANAGEMENT PLAN

Staff introduced the history and background of Roseville's Natural Resources Management Plan including the following information:

Natural Resources Prioritization in Guiding Documents

- Parks and Recreation System Master Plan
 - Vision
 - *Environmental Stewardship.* We envision our parks as an opportunity to care for our wild places and creatures, where we have been entrusted to manage a

resource so future generations benefit from the spirit of nature, and where nature is extended to the experience of every park visitor.

- Goals & Policies
 - ***Natural resources management.*** Preserve significant natural resources, lakes, ponds, wetlands, open spaces, wooded areas, wildlife habitats, and trees as integral aspects of the parks system.
- Outcomes
 - Preserve natural assets and significant environmental features...
 - Foster environmental awareness and promote and manage the presence of wildlife and wild places.
- Long-term View
 - ***Environmental Stewardship.*** We envision parks as opportunities to care for our wild places and creatures, where we have been entrusted with a resource that must be managed and cared for so that future generations will benefit from the spirit of nature, its function, and its regenerative qualities, and where nature is extended to the experience of every park visitor.

Natural Resources – Brief History

- 2002 Natural Resources Plan Adopted
 - Prioritized Natural Resources as a key portion of Roseville’s Parks
 - Restore and manage natural areas (e.g., forest, prairie, wetland)
 - Native plantings in developed parks
 - 2010 P&R System Master Plan Adopted
- 2014 Natural Resources Renewal Program
 - Identified potential projects
 - Assigned priority rankings
 - Identified potential outside funding sources
 - Ensured an aggressive, intentional, and systematic implementation phase
 - Developed a program that empowered and mobilized volunteers

The Commission reviewed before and after pictures of natural resource projects located at:

- Reservoir Woods (Prairie/Savanna)
- Willow Pond Park (Shoreline Restoration)
- Bennett Lake (Shoreline Restoration)

Natural Resources Renewal by the Numbers

- All parks touched by the program, each of the original projects have been completed.
- More than \$600,000 in grant funding acquired.
- More than 6,000 volunteer hours worked in the program and hundreds of volunteers engaged.
- CIP category developed for future Natural Resources planning and work.

The commission reviewed the monthly Natural Resource events that were held in 2023 as well as the total Natural Resource volunteer hours in 2023 (2,430 volunteer hours).

Next Phase Goals

- Project list for immediate work.
- Tangible goals for NRM over a 5-10-year timeframe, with benchmarks.
- Engage stakeholders in the development of the plan.
- Prioritized list of potential NRM activities.
- Cost estimates for park project/activity implementation & long-term maintenance.
- Identify opportunities for additional grant funding.

Phased Approach – Assessment and Development of Projects

- **Step 1:** Natural Resources Field Assessment
- **Step 2:** Develop Field Maps
- **Step 3:** Develop Natural Resources Project List
- **Concurrent (Step 4)**
 - Engage with volunteers and other stakeholder.
 - Kick off meeting
 - Technical Advisory Committee
 - Educate the community through communication and engagement opportunity.

Phased Approach – Stewardship Network, Updated Plan

- **Concurrent (Step 4)**
 - Engage with volunteers and other stakeholder.
 - Kick off meeting
 - Technical Advisory Committee
 - Educate the community through communication and engagement opportunity.
- **Step 5:** Updated planning for the Natural Resources Stewardship network.
- **Step 6:** Updated Natural Resources Plan (document).

Budget and Consultant Selection

- Stantec Environmental Consulting
 - Award winning and highly regarded.
 - City has a 22 year partnership with Lead Ecologist, Paul Bockenstedt.
 - Uniquely understands the existing conditions and history of the work that has been done.
 - Co-created this proposal with the City and is very flexible to adaptation based upon feedback from stakeholders.
- Work to begin on Martin Luther King Day.

Vice-Chair Matts-Benson asked how volunteers are recruited. Staff responded that volunteers were recruited through various including posters, direct mail and advertisements in the brochure.

Vice-Chair Matts-Benson relayed that she really liked the StoryMap idea that was proposed by Stantec in their “Proposal for Parks Natural Resources Management Master Plan”.

**b) REACH FOR RESOURCES AND PARKS AND RECREATION FEE ASSISTANCE
YEAR IN REVIEW**

- Reach for Resources - 2023 Program Usage
 - Reach for Resources Overview
 - Provide trained staff to assist
 - Provide feedback to our staff & evaluation
 - Provides training to our staff
 - 2023 by the numbers
 - 204 hours of inclusion services used.
 - 13 different children utilized the service.
 - More than 15 different programs.

Lessons Learned and Moving Forward

- Better program experience for all participants
- Participants with both physical and cognitive impairments took advantage of the program
- Administratively labor intensive
- Likely more use in the future
- Difficult to meter usage
- 2024 Agreement with Reach
- More hours (268)
- \$12,100 or more (originally budgeted \$7,000 for 2024)

Vice-Chair Matts-Benson asked staff if the Reach for Resources service is only for Roseville residents. Staff responded that, currently, the service is not limited to just Roseville residents.

Commissioner Boulton commended staff on implementing this program. He also suggested potentially reaching out to the school district to understand if there was an opportunity to utilize shared resources to offer these types of services.

Commissioner Ybarra asked if there are any grant opportunities that would apply to the Reach for Resources program. Staff relayed that they are not aware of any current grant opportunities at this time.

- 2023 Fee Assistance
 - Available to Roseville residents with a financial need
 - Pays for 80% of the program cost up to \$150
 - Free reduced school lunch eligible

- Increased promotion and began to track demographic data of participants
- 2023 Increased per-person maximum from \$100 to \$150
- \$10,000 in 2024 annual budget for fee assistance

The Commission reviewed the fee assistance financials from 2018-2023 and the demographic makeup of those utilizing the Fee Assistance Program vs. residents of Roseville. The demographic makeup of those utilizing the Fee Assistance Program is currently more diverse than the residents of Roseville.

Commissioner Arneson asked how the increase from \$100 to \$150 was advertised. Staff relayed that the information was included the Parks and Recreation brochure and on social media.

Commissioner Beckmann asked if donations were still being accepted for the Fee Assistance Program. Staff confirmed donations are still being accepted. The Commission discussed potential options to expand the collection of donations for this program.

Commissioner Ybarra questioned if feedback had been received that the \$150 amount is not enough to allow everyone to participate in programs. Staff stated that they had not heard that specific feedback. However, based on the necessary cost of some programs the \$150 would not cover the participation fee.

The Commission acknowledged how great the Fee Assistance Program is and that they are pleased that Roseville Parks and Recreation offers it.

5. OTHER BUSINESS

a) DEPARTMENTAL UPDATES

- The Guidant John Rose MN OVAL has won *USA Today 10Best* for the category of “Best Ice Skating Rink.”
- The New Year’s Eve on Ice event was held on December 31, 2023 (2-9 p.m.) at the Roseville Skating Center and Guidant John Rose MN OVAL with approximately 2,500 attendees.
- Neighborhood ice rinks have not opened yet due to the unseasonably warm weather. Staff will continue to work to open them as soon as weather conditions allow.
- The ski trail at Cedarholm Golf Course will begin to be groomed when there is snow cover on the ground. Also, ski and snowshoes will be rented out at that time.
- Candlelight Snowshoe event at Cedarholm Golf Course and Community Building on January 26 (weather permitting) from 6-8p.m.
- The outdoor broomball league is currently on-hold due to weather.
- The first neighborhood meeting was held with Rosebrook Park residents on December 13. Feedback was received from residents on topics such as trail lighting, connections and the wading pool.

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

Commissioner Arneson shared that the annual Ethics for Commission members training will be Wednesday, April 10.

i. **UPDATE MARCH PARKS AND RECREATION COMMISSION MEETING DATE TO THURSDAY, MARCH 7, 2024**

Chair Dahlstrom relayed that the March 2024 Parks and Recreation Commission meeting will now be on Thursday, March 7, 2024 due to the presidential nomination primary on Tuesday, March 5.

6. **ADJOURN**

Meeting adjourned at approximately 7:30p.m.

Respectfully Submitted,

Danielle Christensen, Parks and Recreation Department Assistant