

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

PRESENT: J. Arneson, Brown, Dahlstrom, Kooistra, Matts-Benson, Penny, Raygor.
ABSENT: A. Arneson, Beckman, Boulton.
STAFF: Johnson, Matthews, Thygesen.

○ **INTRODUCTIONS**

○ **ROLL CALL/PUBLIC COMMENT**

Roll Call Commissioners: J. Arneson, Brown, Dahlstrom, Kooistra, Matts-Benson, Penny.

No public in attendance.

○ **APPROVAL OF MINUTES – MARCH 7, 2024 MEETING**

Commissioner Dahlstrom moved to approve the minutes. Commissioner Brown seconded.

Roll Call

Ayes: J. Arneson, Brown, Dahlstrom, Kooistra, Matts-Benson, Penny.

Nays: None.

Abstain: None.

○ **BUSINESS ITEMS**

a) **INTRODUCTION AND OATH OF OFFICE FOR NEW COMMISSION MEMBERS**

The Oath of Office was completed by Chair Matts-Benson for new commission members Chad Kooistra and Jamison Penny. The commission welcomed them to the group.

b) **SUMMER RECREATIONAL PROGRAMS UPDATE**

Recreation Superintendent Josh Thygesen and Recreation Supervisor Jessica Matthews were in attendance to provide the Commission with an overview of upcoming recreation programming for summer 2024.

Recreation Preview 2024

- Summer Planning
 - Youth Sports

- Kicker/Slugger, Sports of all Sorts, Coaches Camps, Specialized Camps, Track & Field, Gymnastics, Tennis, Golf, RevSports, Kickball
 - Youth Programs
 - Summer Spectacular, Field Trips, Nature Camps, Art & Science Camps, Dance, Play Pals, Games Galore, Passport to Play, Skating, Golf, LIT, Theater, Music Together
 - Adult Sports
 - Softball, Soccer, Sand Volleyball, Bocce, Tennis Lessons, Golf, Pickleball Lessons
 - Adult Programs
 - Wellness, Adult Trips, AARP Driver's Safety, Dance Classes
 - Special Events
 - Rosefest, Discover your Parks, Live @ the Rog, Puppet Wagon, Roll in Movies
- New for 2024
 - Summer Youth Track & Field – partnered with Roseville girls Track & Field coach, Greg Ueland
 - Olympic Sports Camp, Soccer Camp & Quidditch Camp
 - Additional beginner and intermediate class options at the preschool and instructional levels for gymnastics to meet the high demand
 - Eight new summer combo dance classes for youth and adults
 - Wednesday morning adult Bocce Ball League
 - HANC Camp themes – Campfire Cooking, Adventure Alliance, Time Warp Wilderness, Eco-Engineers, Fairy Tale and Bugs and Besties
 - Enrichment Classes – Foam, Slime and Potions and also new Friday one day art camps (3)
 - Nature at Nine – adult conversation series at HANC on every 2nd Wednesday
 - Added webpages for many youth programs to help promote and get information to interested parties (Leaders in Training, Kick & Slugger, Sports of All Sorts, Puppet Wagon, Play Pals, Passport to Play/Games Galore, Summer Spec and Friday Field Trips)
 - Live at the Rog – rebranded with a new approach to the bands selected with the addition of food trucks
- Youth Sports
 - Kicker/Slugger Series at Autumn Grove and Lexington – Held over 5 different mornings and nights with 40 different offerings for ages 3-11
 - Roseville Coaches Camp – 13 camps between grades K-12
 - Youth & Parent/Child Tennis Lessons – 18 different lessons for ages 4-18
 - RevSports Camps – 20 camps between ages 4-12
 - Gymnastics – 27 different classes for ages 6-12
- Youth Programs
 - Summer Spectacular at Autumn Grove – Mon-Thurs camp from 8am-5:30pm all summer for ages 5-12
 - Friday Field trips – Eight total for ages 6-12

- HANC Camps – Four full 5-day summer camps along with five mini-camps ranging in ages of 5-13
- Youth Dance – 15 dance offerings between the ages of 2-18
- Rec Connect @ Unity Park and Tamarack Park – Tues/Thurs for eight weeks for ages 4-15
- Leaders in Training (varied during summer for 12-15 years old)
- Youth Theater (partner with Rosetown Playhouse for ages 8-16 with week-long camps, four total)
- Adult Sports and Programs
 - Bocce Ball (4 leagues total)
 - Adult Softball – 120 teams
 - Sand Volleyball – 72 teams
 - Adult Soccer – 8-10 teams
 - Tennis Lessons – 8 offerings for adults
 - Wellness classes – 10 offerings for activities such as yoga, tap and hula
 - AARP Smart Driver Classes – 5 classes during summer
 - Adult Trips – Trip each month
 - Dance – 5 classes for adults
- Special Events
 - Discover Your Parks
 - June 26 – Acorn Park (Superhero Carnival)
 - July 10 – Keller Mayflower
 - July 17 – Villa Park
 - July 24 – Lake McCarrons County Park (partner to possibly add canoes)
 - July 31 – Keya Park
 - August 7 – Applewood Park
 - August 14 – Lexington Park
 - Puppet Wagon
 - Tuesday – 9:30 Oasis Park, 10:30 Villa Park, 11:30 Lexington Park
 - Wednesday – 9:30 Acorn Park, 10:30 CP Victoria W, 11:30 Autumn Grove
 - Thursday – 9:30 Owasso Hills, 10:30 Rosebrook Park, 11:30 Lauderdale Park
 - Live at the Rog
 - Thursday & Sunday entertainment
 - Food Trucks are new this year
- Rosefest 2024
 - Monday, June 24
 - 32nd Annual Rose Parade
 - Tuesday, June 25
 - Touch-A-Truck and Kids Garage Sale
 - Wednesday, June 26
 - Superhero Carnival
 - Thursday, June 27

- Taste of Rosefest
 - Arts Garden Community Theater
 - Friday, June 28
 - Rosefest Flex Disc Golf Tournament
 - Rosefest Pickleball Tournament
 - 9 & Dine at Cedarholm
 - Music on the Patio at Cedarholm
 - Free Family Skate
 - Saturday, June 29
 - Run for the Roses
 - Porsche Car Show
 - Rosefest Golf Tournament
 - Party in the Park
 - Fireworks
 - Sunday, June 30
 - Arts Garden Community Theater
- Rental Opportunities
 - Central Park Picnic Shelters (4)
 - Park Buildings (6)
 - Muriel Sahlin Arboretum
 - Harriet Alexander Nature Center
 - Roseville Skating Center Banquet Rooms
 - Cedarholm Community Building
- Affiliated Organizations - Roseville Parks and Recreation supports Affiliated Organization by providing rental/scheduling assistance.
 - Youth Athletic Associations
 - RSVL Youth Basketball Association
 - RSVL Area Youth Football Association
 - North Suburban Soccer Association
 - RSVL Area Baseball Association
 - RSVL Area Fast Pitch
 - Roseville Gymnastics
 - RSVL Area Youth Lacrosse
 - Community Organizations
 - Roseville Community Band
 - Roseville Big Band
 - Roseville String Ensemble
 - Metro Men Singers
 - Windjammers Harmonica Band
 - Rosetown Playhouse

- Roseville Senior Softball
 - Roseville Historical Society
- Fee Assistance
 - Roseville residents with a financial need may be eligible for fee assistance for up to 80% of their program cost, up to \$150 per year.
 - Eligibility
 - Individuals who live in Roseville (must provide proof of residency)
 - Youth (under 18) who qualify for free or reduced lunch in school
 - Adults who can provide an approved explanation of financial need
 - Can be applied to all programs except adult athletics
 - Apply online or in person
- Reach for Resources
 - The City of Roseville partners with Reach for Resources to increase program accessibility to people of all abilities
 - Reach for Resources is a non-profit organization that provides individual support to children and adults with disabilities who participate in recreational programs
 - 245 hours of inclusion in 2023
 - 14 children utilized the services in 2023
 - 15 different programs had Reach for Resources participation in 2023
 - Up to 268 hours of inclusion is budgeted for in 2024
- Goals for 2024
 - Create and implement an effective marketing and branding plan for HANC, aiming to enhance community awareness, engagement and visitation.
 - Evaluate the Puppet Wagon and determine the best days/evenings/times/parks moving forward in preparation for our new Puppet Wagon in 2025!
 - Evaluate youth programming to determine programs that should be adjusted, added or removed to improve quality, participation and maximizing of staff.
 - Increase summer sports program participation by looking at ways to adjust our staffing/field usage while not negatively affecting our quality.
 - To meet the demand of indoor adult volleyball, we will be determining the best way to maximize our gym use to add an additional night of league play.
 - Work with Frogtown Community Center to learn how they have created a successful takraw league and open play and determine how we can incorporate into Roseville Adult Sports.
 - Takraw – team sport played with a plastic ball with 2-4 players on a court that resembles a badminton court. Similar to volleyball and footvolley and you can only use feet, knees, shoulders, chest and head to touch the ball. Popular in Malaysia, Thailand and parts of Southeast Asia.

Commissioner Kooistra inquired about the Fee Assistance Program. Staff clarified that there is currently a \$10,000 budget for the program, which was recently increased to facilitate the programs expansion.

Chair Matts-Benson shared that her children have always had a positive experience at all programming they have attended. She also relayed that there is a lot of excitement for the upcoming adult summer dance programs.

Commissioner Penny inquired about the upgrades to the puppet wagon. Staff responded that they are currently collaborating with an architect to design a new puppet wagon. It is anticipated that the new puppet wagon will be available for use next summer.

c) REVIEW OF LEXINGTON PARK PLAYGROUND REPLACEMENT PLAN AND REQUEST FOR PROPOSAL

- The current playground, more than 20 years old, is showing signs of age both aesthetically and in safety inspections. Staff is also limited in their ability to find replacement parts.
- Lexington Park offers a unique opportunity for upgraded play due to its site usage, infrastructure, and layout.
 - Lexington Park ranks as the second most visited playground in the Parks and Recreation system, with 21% of Roseville residents listing it as one of their top 3 parks to visit.
 - The existing playground at Lexington Park is significantly larger than most Roseville playgrounds.
 - Lexington Park has a large service area, which includes significant residential density and multifamily housing.
 - Lexington Park features a relatively new park building constructed in 2015, equipped with ADA-accessible restrooms that are open year-round.
- Project Plan
 - Utilize the Best Value Procurement Method to identify a vendor who offers the best combination of capability, past performance, quality, and price.
 - Plan for a traditional playground replacement, but also seek opportunities to enhance play experiences and promote greater inclusion throughout the project.
 - Funding Sources
 - 2024 CIP (\$385,000)
 - Friends of Roseville Parks support
 - Park Impact Fee from area development
 - Anticipated project completion by summer 2025
 - Preliminary Project Timeline (actual timeline will be identified by the vendor as part of the Best Value Procurement Method)
 - April 2024 – Issue RFP
 - June 2024 – Select Vendor
 - Summer 2024 – Engagement

- Fall 2024 – Verify Design
- Spring/Summer 2025 - Implement

The Commission discussed potential recommendations for the new playground, which include adding "cooler" swings for older children, installing monkey bars, and retaining the moving balance beam. Staff relayed that the new playground will remain in the same general location as the current playground.

Commissioner Arneson recommended potentially adding additional parking. Chair Matts-Benson shared that many park users walk from the surrounding neighborhoods. However, she did suggest that it may be beneficial for Ramsey County to add a crosswalk from Calgary Baptist Church to Lexington Park via Lexington Avenue N.

The Commission expressed their enthusiasm and approval for staff to proceed with the replacement of the playground at Lexington Park.

○ **OTHER BUSINESS**

a) **DEPARTMENTAL UPDATES**

- The Technical Advisory Committee for the Natural Resources Management Program will meet on April 3, 2024. Commissioner Brown will represent the Commission on this committee.
- Bids have been received for the new park located at 2381 County Road B. The next step will be to authorize the contract with the low bidder. The park is anticipated to be ready for use in spring 2025.
- The self-assessment for Commission for Accreditation of Park and Recreation Agencies (CAPRA) reaccreditation has been submitted. The next step in the process includes an audit and virtual visit in May 2024.
- The City of Roseville has again received “Tree City USA” designation.
- Staff will provide a forestry update to the City Council on April 15, 2024. Topics will include an Emerald Ash Borer (EAB) update, results of the tree inventory completed in 2023, and next steps.
- The Earth Day Celebration at the Harriet Alexander Nature Center will be on April 20, 2024 (10:00 a.m. - 2:00 p.m.).
- The annual Figure Skating Ice Show will be held on April 18-20.
- Kite Day in the Park will be held at Rosebrook Park on Saturday, April 27, 2024 (10:00 a.m. - 12:00 p.m.).
- Discussion items for the May, 2024 Commission meeting:
 - Name recommendation for 2381 County Road B
 - RFP for new Recreation Management Software
- Future Commission meeting topics:
 - Park tour

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

- Commissioner Ethics Training is on Wednesday, April 10. For anyone unable to attend the meeting, a video of the training will be available.
 - 5:30-6:00 p.m. – New Commissioners
 - 6-6:30 p.m. – Light meal
 - 6:30 p.m. – Ethics training

○ **ADJOURN**

Meeting adjourned at approximately 7:43p.m.

Respectfully Submitted,
Danielle Christensen, Parks and Recreation Department Assistant