

**ROSEVILLE PARKS AND RECREATION COMMISSION
MEETING MINUTES FOR
MAY 7, 2024 6:30 p.m.**

PRESENT: A. Arneson, J. Arneson, Beckman, Boulton, Brown, Dahlstrom, Kooistra,
Matts-Benson, Penny, Raygor.

ABSENT:

STAFF: Anderson, Johnson.

1. INTRODUCTIONS

2. ROLL CALL/PUBLIC COMMENT

Roll Call Commissioners: A. Arneson, J. Arneson, Beckman, Boulton, Brown,
Dahlstrom, Kooistra, Matts-Benson, Penny, Raygor.

No public in attendance.

3. APPROVAL OF MINUTES – APRIL 2, 2024 MEETING

Commissioner J. Arneson moved to approve the minutes. Commissioner Dahlstrom seconded.

Roll Call

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

Nays: None.

Abstain: A. Arneson, Beckman.

4. BUSINESS ITEMS

a) PARK DEDICATION RECOMMENDATION: 210 COUNTY ROAD B2

Staff reviewed the purpose, process, and options to satisfy Park Dedication with the Commission.

Staff provided the Commission background on a proposed subdivision that is planned for 210 County Road B2. The proposal is to divide one existing home lot into three lots (one existing, two new) for future development. The project qualifies for Park Dedication. The cash amount for the two additional units would be \$8,500 (\$4,250 per unit). The required land amount would be 10% of .99 acres or 0.099 acres. The proposed development is located in Constellation F of the Parks and Recreation system. There are no specific plans identified for parkland in this area.

Staff reminded the Commission of their role for Park Dedication, which is to review the proposed development in relation to the parks and recreation system plans and goals, and to make a recommendation on whether the City should accept land, cash, or a combination thereof to satisfy the Park Dedication requirement.

The developer was present at the meeting to answer any questions from the Commission. No questions were asked.

Commissioner J. Arneson relayed that he would support cash in lieu of land as the parcel does not abut existing parkland.

Commissioner Dahlstrom moved to recommend cash (\$8,500), in lieu of land, to satisfy Park Dedication for 210 County Road B2 to the City Council. Vice-Chair Beckman seconded.

Roll Call

Ayes: A. Arneson, J. Arneson, Beckman, Boulton, Brown, Dahlstrom, Kooistra, Matts-Benson, Penny, Raygor.

Nays: None.

Abstain: None.

b) PARKS AND RECREATION MANAGEMENT SOFTWARE REQUEST FOR PROPOSAL UPDATE

Staff explained that the City currently uses Active.net for its Recreation Management Software (RMS) needs, and has done so since 2005. Additionally, staff relayed that both customers and staff have discussed the need to review what RMS options are available for the City.

- Introduction
 - ActiveNet – Current RMS Software
 - Organize programs
 - Schedule facilities
 - Manage finances
 - Facility Scheduling and Reservations
 - Interface that community members use to review program offerings online, register for a program online, or reserve a facility online.
 - Last reviewed software in February 2005
 - Request for Proposal
- Challenges of Current Software
 - Complaints from customers, hard to navigate
 - Facility reservation options are limited

- Limited reports
- Communication features are cumbersome
- Staff have created workarounds for certain functions
- Costs
- Goals for new software
 - Opportunity to review options, new technology and functions
 - Customer ease of use
 - Increase staff efficiency
 - Allow more options to promote and market services
 - Expanded reports to understand diversity within services
- Next Steps
 - Issue a Request for Proposal ‘Summer 2024’
 - Potential rollout of the new system is preliminarily anticipated for 2025
 - Training and System Creation
 - Customer Communication – new accounts
 - Implementation

The Commission discussed the potential of utilizing beta testers throughout the RFP and product implementation process.

Commissioner Brown asked about data integration from ActiveNet to a new system. Staff responded that ActiveNet has acknowledged that they are able to provide reports that can be used to integrate current data into the new system. Staff did relay that they feel it would be beneficial to have user’s setup new accounts within the new database as there are many duplicate accounts in the current system.

The Commission discussed potential opportunities for new RMS software, including activity searches, calendar syncing, and filtering by location.

c) **DISCUSS PARK NAME OPTIONS FOR NEW PARK AT 2381 COUNTY ROAD B**

Staff provided a brief background on the new park located at 2381 County Road B, the Parks and Recreation Operating Policy #40 (Assigning Names to Facilities), and the process outlined by the Commission at the February 6, 2024 meeting for recommending a new name to the City Council.

Over 50 names recommendations were suggested via newsletter, social media, community meetings and website surveys.

The Commission discussed the appropriateness of naming the park after the previous owner of the parcel and if that would be in line with Operating Policy #40.

Commissioner J. Arneson shared that he liked the idea of a name that is more nature oriented.

Chair Matts-Benson shared that Honey “Bee” Park could be a play on words as the park is located on County Road B. The Commission discussed that it would be nice to incorporate bee’s into the park design and that may be hard as the park plan has already been finalized.

Commissioner Raygor shared that she liked the name Sunset Park.

Commissioner Boulton asked if the Dakota people were the indigenous group that originally inhabited the park area. Chair Matts-Benson relayed that she would research this questions.

The Commission discussed additional possible name options to add to the list of recommendations, including Hidden Hills, Oak Hills, Western, West End, and Old Oak Park.

Staff conveyed that the two existing oak trees may potentially not survive due to construction of the new development.

The Commission engaged in an activity where they placed stickers on their preferred park names in order to narrow down the list of recommendations.

Staff agreed to consolidate and distribute the narrowed-down list of recommended names, and the Commission agreed to discuss the reduced list of name options at the next meeting.

5. OTHER BUSINESS

a) DEPARTMENTAL UPDATES

- The Earth Day Celebration at the Harriet Alexander Nature Center was held on April 20. New educational activities included house plant bingo, ponding at the marsh, and presentations on pollinator gardens and healthy gardening.
- The annual Figure Skating Ice Show was held on April 18-20.
- Kite Day in the Park was held at Rosebrook Park on April 27. Over 100 kids participated in this free event.
- The following events have begun or will begin this week:
 - Adult softball leagues
 - Adult volleyball leagues
 - Youth outdoor kicker-slugger camps
- Designer Handbag Bingo at Cedarholm Community Building on May 11, 2024 (1:00 PM - 3:00 PM).
- The Roseville School of Dance recital will be on May 18, 2024 - May 19, 2024 at Roseville Area High School.
- The Lexington Park playground replacement request for proposal has been released. Additional details will be shared with the Commission at an upcoming meeting.
- A forestry update was provided to the City Council at their April 15, 2024 meeting.

- Due to limited availability, the tree sale is scheduled for fall 2024.
- The deer reduction program with the United States Department of Agriculture has concluded for 2023/2024, with a total of 23 deer removed.
- Commissioner J. Arneson shared that the repainted concrete benches and repaired swinging benches in Central Park look great and have been getting a lot of use. Staff relayed that due to the limited snow this winter, they were able to complete some deferred maintenance projects at many parks, including painting and repairing picnic tables, replacing stairs, and updating benches.

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

Chair Matts-Benson reminded the Commission of the upcoming opportunity to represent the Parks and Recreation Commission by walking in the Rosefest Parade. Families are welcome to participate in the parade.

Chair Matts-Benson confirmed with staff that the Discover Your Park signup sheet for Commissioners will be sent out via e-mail.

Staff relayed that preparations are beginning for Rosefest. This year, the fireworks will not be on July 4 but will instead conclude the 'Party in the Park' event on Saturday, June 29. The event will include inflatables, food trucks, concert performances, and fireworks.

6. **ADJOURN**

Meeting adjourned at approximately 7:43p.m.

Respectfully Submitted,
Danielle Christensen, Parks and Recreation Department Assistant