

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

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

1. INTRODUCTIONS

2. ROLL CALL/PUBLIC COMMENT

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

No public in attendance.

3. APPROVAL OF MINUTES – OCTOBER 1, 2024 MEETING

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

Roll Call

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

Nays: None.

Abstain: None.

4. BUSINESS ITEMS

a) 2025 MEETING CALENDAR DRAFT

The Commission discussed the possibility of holding a park tour meeting in place of the scheduled June or August Commission meeting.

Commissioner Brown moved to approve the proposed draft 2025 Parks and Recreation meeting calendar. Commissioner Penny seconded.

Roll Call

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

Nays: None.

Abstain: None.

b) DISCUSS COMMISSION WORKPLAN AND GOALS FOR 2025

Staff reminded the Commission that at the October 1, 2024, meeting, the Commission had expressed a desire to review the Commission's work plan and goals for the upcoming year at the next meeting. This was based, partially, on feedback from the City Council following the joint meeting. The Commission also expressed a desire to possibly update the goals, which were last reviewed in early 2024, and to identify two or three key priorities from the Commission's SWOT analysis for greater examination.

Commissioner Beckman requested that her name be added to Commission Goal #1.b.

The Commission discussed the responsibilities involved when a Commissioner is assigned a specific goal.

The Commission agreed to mark Goal #2.a (Keya Park Development Project) as complete. Additionally, the Commission agreed that Goals #1.a, #1.b, and #1.c are important priorities to focus on. Chair Matts-Benson suggested clarifying the deliverables for each goal.

Commissioner J. Arneson suggested the removal of Goal #4.c. The Commission agreed that Goals #4.a and #4.b remain valuable and should stay on the list. Vice-Chair Beckman requested to have her name assigned to Goal #4.a.

Commissioner Kooistra asked which goal would include bike racks and park infrastructure, noting that it was specifically identified as an opportunity in both the SWOT Analysis and feedback from the City Council. Staff relayed that they would add the item to the 2024–2025 Commission Goals. Commissioner Kooistra requested to have his name added to that specific goal.

Commissioner Kooistra and Commissioner Penny requested to have their names added to Goal #4.a.

The Commission discussed the possibility of including the following items in the Commission Goals: donations, natural resources, community garden options, Rosebrook Park, and volunteer opportunities.

Staff committed to updating the Goals document with these opportunities for the Commission's review at the December 2024 meeting.

c) 2025 PROJECTS AND PLANNING

- Project Plan developed based upon:
 - Asset Management

- Planned expected life
 - Actual condition
 - Parks and Recreation System Master Plan
 - Significant demand
 - Opportunity/leveraging of resources
 - Equity analysis
- Parks and Facilities Projects – 2024 Review
 - Large Parks/Facilities Projects
 - Sunset Park
 - Accelerated Emerald Ash Borer
 - Smaller Parks/Facilities Projects
 - Frank Rog Amphitheater upgrades (Friends funded)
 - Muriel Sahlin Arboretum fountain (partially donor funded)
 - Pathway replacement at Acorn Park
 - Harriet Alexander Nature Center cairns (Friends/Donor funded)
 - Roseville Skating Center
 - LED lighting conversion
 - OVAL lobby painting
 - Rubber flooring upgrades
 - Window coverings
 - Exterior painting
 - Skate Park equipment additions
- 2025 Planned Projects – Parks
 - Lexington Park (partially Friends funded)
 - Spring/summer install
 - Rosebrook Park Site Plan
 - Under consideration for 2025
 - Mid-Size projects currently planned/under consideration for 2025
 - Central Park Victoria tennis courts
 - Concordia Park fencing
 - Harriet Alexander Nature Center signage (donor funded)
 - Rosebrook Park field work
 - General amenity replacement
 - Pathway wayfinding signage
- 2025 Planned Projects – Roseville Skating Center
 - OVAL Scoreboard (user supported/donor funding)
 - City Hall message sign
 - Dehumidification system (arena)
 - Updates to the arena sound system (user supported)
 - HVAC updates

- Fire alarm system
- 2025 Planned Projects – Cedarholm Golf Course and Community Building
 - Interior painting
 - Concrete work
 - Irrigation system
 - Rental space furnishings
- Parks and Facilities Projects – 2026 Projects
 - Autumn Grove Park playground
 - Sandcastle Park playground

The Commission discussed adding potential options for the land at Autumn Grove Park to the list of Commission Goals.

5. **OTHER BUSINESS**

a) **DEPARTMENTAL UPDATES**

- Friends of Roseville Parks (FOR Parks) generously contributed a significant donation to the new Lexington Park playground. A heartfelt thank you goes out to them for their generosity.
- Staff attended the National Recreation and Park Association (NRPA) conference, where they were honored with reaccreditation through the Commission for Accreditation of Park and Recreation Agencies (CAPRA), administered by the NRPA.
- The City Council recently accepted over \$60,000 in Parks and Recreation donations.
- The City Council has entered into an agreement to provide fireworks at the Rosefest event on June 28, 2025.
- Designer Handbag Bingo (hosted by FOR Parks) on Saturday, November 9 (1 – 3 p.m.) at the Cedarholm Community Building.
- Ice is currently being made at the OVAL, despite uncooperative weather conditions. It is anticipated that the OVAL will open on Saturday, November 9, weather permitting.
- Holiday Craft Fair on Saturday, December 7 (10 a.m. – 4 p.m.) and Sunday, December 8 (12 – 4 p.m.) at Roseville City Hall. Proceeds will fund the Harriet Alexander Nature Center.
- Strategic planning priority meetings have begun.
- Staff anticipates that the Natural Resources Management Plan will be presented to the City Council in November.

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

6. **ADJOURN**

Meeting adjourned at approximately 7:46 p.m.

Respectfully Submitted,

Danielle Christensen, Parks and Recreation Department Assistant