

**ROSEVILLE PARKS AND RECREATION COMMISSION
MEETING MINUTES FOR
MARCH 4, 2025 6:30 p.m.**

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

1. INTRODUCTIONS

2. ROLL CALL/PUBLIC COMMENT

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

Chair Matts-Benson relayed that Commissioner A. Arneson would not be attending the meeting and that Commissioner Penny may be late or absent.

No public in attendance.

3. APPROVAL OF MINUTES – FEBRUARY 4, 2025 MEETING

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

Roll Call

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

Nays: None.

Abstain: None.

4. BUSINESS ITEMS

a) ELECTION OF CHAIR AND VICE-CHAIR

Vice-Chair Beckman nominated Chair Matts-Benson to serve a second year as Chair of the Roseville Parks and Recreation Commission. Commissioner Kooistra seconded.

Roll Call

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

Nays: None.

Abstain: None.

Chair Matts-Benson nominated Vice-Chair Beckman to serve a second year as the Vice-Chair of the Roseville Parks and Recreation Commission. Commissioner Boulton seconded.

Roll Call

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

Nays: None.

Abstain: Beckman.

b) APPOINTMENT OF ETHICS COMMISSION REPRESENTATIVE

Commissioner Boulton provided background information regarding the Ethics Committee meetings(s) and training.

Commissioner J. Arneson nominated Commissioner Boulton for the position of Ethics Representative from the Roseville Parks and Recreation Commission. Chair Matts-Benson seconded.

Roll Call

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

Nays: None.

Abstain: None.

c) UPDATE ON CITY STRATEGIC PLANNING PROCESS

In 2022 and 2023, the City of Roseville undertook a year-long project called Envision Roseville, with the goal of updating or reaffirming community aspirations and identifying strategic directions for the City. The Envision Roseville project identified eight city aspirations, which the Commission reviewed.

Following the conclusion of Envision Roseville, the City entered into an agreement with Inspiring Site, a planning consultant, to develop a citywide strategic plan to guide the City's efforts in achieving the community's aspirations. In late 2024 and early 2025, the City Council and department heads participated in a series of facilitated work sessions. These sessions resulted in a set of shared values—accountability, community, equity, safety, and integrity—as well as a strategy tree that documented the City's values, mission, strategic directions, and vision: A vibrant, safe, and inclusive community.

The Commission reviewed the six desired impact definitions for the strategic directions, with special focus on the Parks and Natural Environment Strategic Direction: "Parks and natural resources are preserved, maintained, and enhanced to ensure a broad cross-section of community members actively use and participate in our parks, activities, and facilities."

The City is transitioning into the implementation phase, in which specific goals, objectives, and performance indicators are identified. Specific data is being identified to show whether the goals are being met, and work plans are being developed to operationalize the strategic vision.

Staff highlighted how the Parks and Recreation goals potentially align with key priorities and discussed opportunities for Commission feedback.

The Commission discussed upcoming projects and potential Commission goals that may align with the strategic plan. The Commission also noted its appreciation for the city's focus on guiding principles and their use in planning and prioritizing.

d) PARKS AND RECREATION MASTER PLANNING CONVERSATION

Staff identified what a Master Plan is: a vision and long-term strategy, efficient resource management, community engagement and inclusivity, adaptability to change, and accountability/progress tracking. Staff provided background on the Roseville Parks and Recreation System Master Plan (Master Plan). The Master Plan was adopted in 2010, following more than a year of extensive community engagement. Roseville's Master Plan includes a situational parks system assessment (at the time), benchmarking, goals, and policies. It set the goal of ensuring that Roseville has a "world-class park system" by focusing on these key items:

- Parks and Recreation System Management
- Parks development, redevelopment, and rehabilitation
- Parks and open space acquisition
- Trails, pathways, and community connections
- Recreation programs and services
- Community facilities
- Natural resource management

The Commission reviewed the Community Engagement Recommendations from the Master Plan, focusing on:

- Maintain and Enhance: Prioritize care for existing parks and facilities
- Connectivity: Expand pathways and sidewalks to link parks, neighborhoods, schools, and transit.
- Land Acquisition: Secure key parcels to expand and enhance park use.

Major accomplishments of the Master Plan were discussed, including the well-funded Capital Improvement Plan, the Parks Renewal Program (2013-2016), the new Cedarholm Community Building (2018), new parks added to the system, infrastructure improvements, and the 2024 Natural Resources Master Plan.

In addition to the updates prescribed by the 2010 System Master Plan, staff noted that several projects and facilities not originally included in the plan were completed in response to emerging opportunities and resident demand. These included Unity Park (2018), a new inclusive playground at Central Park (2021), and permanent pickleball courts at Evergreen Park (2022).

Staff noted that the Parks and Recreation System Master Plan was designed to guide system updates for 20 years, with a review and update every five years. In 2019, as part of the Comprehensive Plan, the Parks and Recreation Commission reviewed the goals and policies and made only minor modifications. A complete system-wide needs assessment has not been conducted since the original plan was adopted in 2010.

Staff indicated that while the principles aligned with the plan's goals are likely still valid, some projects have been bypassed or remain unsettled. Although much of the plan has been implemented, several priorities remain outstanding, including updates to outdoor picnic pavilions, aggregated athletic fields, and community center amenities.

Given demographic shifts since 2010, changing recreation trends, aging infrastructure, and the influence of environmental and societal changes on mental health, staff relayed their interest in beginning a conversation on how to effectively move forward with system planning.

Staff outlined several possible approaches and considerations for the Commission regarding next steps in updating and/or implementing the Parks and Recreation System Master Plan:

- Continue: Continue with the current Master Plan and Two-Year Strategies
- Review: Commission review and validate/update the current Master Plan
 - Is the current plan valid
 - What priorities remain most critical
 - What emerging needs are missing
 - How should the community be engaged
- Assess: Engage with the community and determine next steps
 - Statistical needs assessment
 - Community meetings
 - Surveys/feedback
- Restart: New Master Plan Process
 - Community meetings
 - Statistical analysis
 - Benchmarking
 - New goals/policies

With several Commissioners set to conclude their terms this month, staff relayed that they sought to capitalize on their experience and knowledge during the discussion of next steps for updating

and/or implementing the Parks and Recreation System Master Plan. As part of this discussion, the Commission explored outreach options to connect with community members, including targeted outreach, encouraging public participation at Commission meetings, and conducting community surveys.

Commissioner Boulton noted that it may be helpful to have additional information on the prioritization of items in the Asset Replacement Plan when reviewing the Master Plan. He also suggested that, in reviewing the Master Plan, it may be beneficial to consider that amenities do not necessarily need to be replaced like-for-like. Instead, they could be adjusted to address the opportunity he believes the city has in expanding the diversity of facilities for all ages.

The Commission discussed opportunities to explore indoor recreation options or private partnerships to meet changing needs.

Commissioner Brown suggested that the Commission review the Master Plan by section at subsequent meetings to better understand the questions and topics to be posed to the community.

Commissioner Kooistra suggested that when reviewing the Master Plan, it may be helpful to utilize the findings from Envision Roseville as a guiding framework for the conversation, community engagement, and restructuring of the updated plan, as that data is readily available. He also recommended ensuring that there is an accessible way for the public to review and understand the Master Plan.

Staff acknowledged the importance of creating an accessible document for the public to ensure transparency on priorities, tangible actions, and overall plan summaries. Staff confirmed that this idea should remain a priority in ongoing conversations about the Master Plan updates.

e) MAINTENANCE AND OPERATIONS CENTER UPDATE

The city issued a Request for Proposal (RFP) to architecture firms to evaluate the condition of the current facilities and explore potential ways to better utilize them, in order to mitigate the impact of not having funding for the license center/wellness studio. The RFP has closed, and a significant number of proposals have been received and are currently being scored. Staff anticipates that an award for the work will be made within the next month. Additionally, the City Council has decided to move forward with the implementation of the funding sales tax.

5. OTHER BUSINESS

a) DEPARTMENTAL UPDATES

- Summer program registration opened this morning at 8:00 a.m., and over 1,370 program registration transactions took place within the 7.5 hours since registration became available.
- The John Rose MN OVAL is now closed for the season.

- The City Council has authorized staff to move forward with the recommendations for updates at Rosebrook Park, as discussed at the January 2025 Parks and Recreation Commission meeting. The next steps involve staff meeting with a landscape architect and issuing RFPs for the playground and splash pad.
- The subsidized Tree Sale will open on March 7, with 150 trees available for purchase (nine tree species) at \$40 each.
- Arts @ the OVAL will be held on March 15 from 10:00 a.m. to 4:00 p.m. at the Roseville Skating Center.
- Tapping Time will be held on March 22 from 10:00 a.m. to 2:00 p.m. and March 23 from 12:00 p.m. to 4:00 p.m. at the Harriet Alexander Nature Center.
- Two bike racks have been added to the park system, with another to be added at Central Park Lexington once the ground thaws.

The Commission discussed the fate of recreation equipment once it is removed. Staff relayed that the city has previously donated such equipment to other countries, as it cannot be used in the United States due to safety requirements.

b) OTHER NEW OR RELEVANT COMMUNICATION ITEMS

c) RECOGNITION OF COMMISSIONERS J. ARNESON, BROWN, AND DAHLSTROM FOR THEIR CONTRIBUTIONS TO THE ROSEVILLE PARKS AND RECREATION COMMISSION

Staff and Commissioners recognized and celebrated the contributions of Commissioners J. Arneson, Brown, and Dahlstrom for their dedicated service to the Roseville Parks and Recreation Commission.

6. ADJOURN

Meeting adjourned at approximately 8:04 p.m.

Respectfully Submitted,
Danielle Christensen, Parks and Recreation Department Assistant