

**ROSEVILLE PARKS AND RECREATION COMMISSION
MEETING MINUTES FOR
APRIL 7, 2026 6:30 p.m.**

PRESENT: Arneson, Beckman, Botzek, Donaldson, Harris, Her, Huntley, Kooistra, Matts-Benson, Penny.
ABSENT: Boulton.
STAFF: Anderson, Johnson.

1. ROLL CALL

Roll Call Commissioners: Arneson, Beckman, Botzek, Donaldson, Harris, Her, Kooistra, Matts-Benson, Penny.

Chair Beckman noted that Commissioner Huntley would be arriving late to the meeting.

2. APPROVE AGENDA

Commissioner Matts-Benson moved to approve the agenda as presented. Commissioner Arneson seconded.

Roll Call

Ayes: Arneson, Beckman, Botzek, Donaldson, Harris, Her, Kooistra, Matts-Benson, Penny.

Nays: None.

Abstain: None.

3. RECEIVE PUBLIC COMMENT

No public in attendance.

4. APPROVAL OF MINUTES

Commissioner Botzek moved to approve the March 3, 2026 meeting minutes. Commissioner Harris seconded.

Roll Call

Ayes: Arneson, Beckman, Botzek, Donaldson, Harris, Her, Kooistra, Matts-Benson, Penny.

Nays: None.

Abstain: None.

5. BUSINESS ITEMS

a) **REVIEW PARKS AND RECREATION 2026-2027 STRATEGIC WORKPLAN**

Staff provided an overview of the proposed 2026–2027 Strategic Workplan. The workplan focuses on mid- and long-term initiatives and is aligned with both the City’s Strategic Plan and the Parks and Recreation System Master Plan. Staff noted that the document is staff-driven, meaning not all listed projects have been formally vetted or approved. The workplan is intended to be a living document that will evolve over time.

High Priority Initiative – Parks and Recreation System Master Plan Update:

Staff identified updating the Parks and Recreation System Master Plan as a high-priority initiative. The Master Plan establishes the long-term vision for the park system, evaluates gaps and areas of over-saturation, and provides a strategic roadmap for future improvements. Staff noted that the current Master Plan is approximately 16 years old and that the community has changed significantly since its adoption. Additionally, approximately \$7.5 million in Capital Improvement Program (CIP) funding is anticipated for 2027–2031, further supporting the need for an updated plan.

Strategic Plan Alignment:

- Ensuring Parks and Recreation offerings are future-focused and reflect community needs
- Enhancing quality of life and strengthening the park system as a community asset
- Supporting strategic and planned asset replacement
- Prioritizing community engagement throughout planning processes

Success Indicators:

- Initiation of the Master Plan update process by the end of 2027; or
- Establishment of a definitive timeline for the Master Plan update, along with an interim plan, by 2027

High Priority Initiative – Staff Continuity and Organizational Strength:

Staff also reviewed additional high-priority initiatives related to staff continuity and organizational strength. This includes ensuring staffing levels and organizational structure aligns with system needs and expected service levels, improving continuity, and developing leadership succession planning. Staff noted that these efforts are driven by growth in facilities and programs, aging infrastructure, and increasing expectations for service quality and responsiveness.

Strategic Plan Alignment:

- Organizational Excellence – Attract and retain a high-quality workforce

Success Indicators:

- Clear organizational structure and staffing plan established to support current and future service levels
- Reduced voluntary turnover

Workplan Projects – Staff outlined key project areas included in the workplan:

Planning and System Vision:

- Develop a process to update the Central Park Master Plan
- Explore opportunities for nature play development

Capital Investment and Facility Improvements:

- Plan and implement capital improvement projects
- Evaluate and plan improvements to the OVAL lobby
- Develop a long-term plan for Skating Center improvements
- Plan for updates or replacement of the golf course maintenance facility

Recreation Programs and Service Delivery:

- Conduct a community-wide recreation needs assessment
- Develop and transition to a Dance and Wellness Studio
- Maintain and adapt youth recreation programs

Partnerships and Community Connections:

- Strengthen support and long-term sustainability of Friends groups
- Improve coordination with affiliated recreation providers
- Establish long-term agreements for shared use of community gyms

Operations and Sustainability:

- Evaluate and improve park trash and recycling systems
- Develop a plan to reduce reliance on fossil fuels in park operations
- Evaluate custodial services across facilities to improve efficiency and effectiveness

b) REVIEW AND CONSIDER UPDATES TO THE PARKS AND RECREATION COMMISSION GOALS

The Commission reviewed the existing Parks and Recreation Commission goals, along with the current status of previously established goals.

Chair Beckman requested adding “Establish Nature Playground” as a short-term goal under the goal of “Find and support ways to get residents outdoors and connected with nature.”

The Commission discussed the potential to condense some of the goals and make revisions to streamline and improve the functionality of the document.

Commissioner Matts-Benson noted an appreciation for staff participation in Commission meetings, particularly when staff present information related to their operational areas.

Commissioner Her asked whether demographic data is available for City volunteers. Staff indicated they would gather additional information and report back to the Commission.

Chair Beckman summarized that there was consensus to update the organizational layout of the goals document, with initial revisions to be completed by Chair Beckman and Commissioner Harris. The Commission agreed that any proposed updates will be brought forward at the May Commission meeting, with a finalized document anticipated for the June Commission meeting.

c) MAINTENANCE AND OPERATIONS CENTER UPDATE (STANDING AGENDA ITEM)

Staff reviewed the latest concept plan for the Maintenance and Operations Center project. The concept continues to evolve as staff refine space needs and overall site layout.

Staff shared updated layouts for the proposed facilities, including the Dance Studio and supporting spaces such as storage, lobby, office, and changing areas. Staff noted that designs are still preliminary and subject to ongoing revisions.

Staff also noted that designs for the south side of the site are progressing quickly, with updated design sets anticipated within the next week.

At this time, there are no updates regarding specific elements that may be included within the park space. Staff indicated that they are continuing to evaluate options and anticipate bringing additional information forward to the Commission at a future meeting.

6. COMMISSION DIRECTION ON MEMBER INITIATED AGENDA ITEMS

a) LIST OF MEMBER-INITIATED ITEMS

The Commission did not have any member-initiated agenda items.

7. OTHER BUSINESS

a) DEPARTMENTAL UPDATES

- Cedarholm Golf Course briefly opened as weather permitted, with approximately 500 golfers attending during the first weekend.
- Arts at the OVAL was held on March 14 in the Olympic Room at the Roseville Skating Center, with 425 attendees despite blizzard-like weather conditions.
- The Tapping Time event was held at the Harriet Alexander Nature Center on March 28 and March 29, with at least 975 attendees over the two-day event.

- A planning meeting for Autumn Grove Park is anticipated to take place in late April or early May.
- Playground planning meetings were held for Sandcastle Park and Applewood Park, with strong participation and positive feedback from neighborhood residents.
- The Roseville Skate School Ice Show is scheduled for April 16–18, 2026. Tickets are currently available for purchase.
- The Roseville School of Dance recital will be held at Roseville Area High School on May 2 at 4:00 p.m. and May 3 at 2:00 p.m.
- Picnic shelter reservations will be available online beginning April 15.
- Information on the Climate Action Plan was presented to the City Council at the April 6, 2026 meeting. Staff encouraged interested individuals to view the presentation. Commissioner Harris noted that Commissioners may be particularly interested in the “Climate Smart Land Strategy” as it relates to parkland.
- The City Council has authorized moving forward with the nature playground at the Harriet Alexander Nature Center. Staff is currently preparing a Request for Proposals (RFP) and meeting with consultants, with the goal of beginning community engagement in June.
- The final bid package for the Rosebrook Park project has been authorized, with construction anticipated to begin in early May 2026.
- Earth Day at the Harriet Alexander Nature Center will take place on April 25 from 10:00 a.m. to 2:00 p.m.
- Kite Day in the Park will be held on April 25 from 10:00 a.m. to 2:00 p.m. at Rosebrook Park.
- The Friends of Roseville Parks Designer Handbag Bingo fundraising event will be held on April 28 at the Cedarholm Community Building from 1:00 p.m. to 3:00 p.m.

b) OTHER NEW OR RELEVANT COMMUNICATION ITEMS

Commissioner Kooistra asked about the anticipated timeline for completion of the Rosebrook Park project. Staff responded that they are optimistic construction may be completed this summer, though final timelines will depend on permitting and construction schedules.

Chair Beckman reminded Commissioners that the annual Ethics Training will be held on April 8.

8. ADJOURN

Meeting adjourned at approximately 7:55 p.m.

Respectfully Submitted,
Danielle Christensen, Parks and Recreation Department Assistant