

**ROSEVILLE PARKS AND RECREATION COMMISSION
MEETING MINUTES FOR
MAY 5, 2026 6:30 p.m.**

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

1. ROLL CALL

Roll Call Commissioners: Arneson, Beckman, Botzek, Boulton, Her, Matts-Benson,
Penny.

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

2. APPROVE AGENDA

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

Roll Call

Ayes: Arneson, Beckman, Botzek, Boulton, Her, Matts-Benson, Penny.

Nays: None.

Abstain: None.

3. RECEIVE PUBLIC COMMENT

No public in attendance for items not listed on the agenda.

4. APPROVAL OF MINUTES

Commissioner Matts-Benson moved to approve the April 7, 2026 meeting minutes. Commissioner Her seconded.

Roll Call

Ayes: Arneson, Beckman, Botzek, Boulton, Her, Matts-Benson, Penny.

Nays: None.

Abstain: None.

5. **BUSINESS ITEMS**

a) **RECEIVE AND CONSIDER A RECOMMENDATION OF APPROVAL OF BIKE PLAN**

The Commission welcomed Assistant Public Works Director Jennifer Lowry. Lowry provided an update on minor revisions made to the Bike Plan, including updates based on public comments and additional appendices related to the Hamline Avenue demonstration project.

Lowry noted that the Public Works, Environment & Transportation Commission (PWETC) reviewed the updated Bike Plan and recommended forwarding the plan to the City Council for consideration.

Staff also reviewed next steps for implementation of the plan, including conducting additional community engagement, identifying a network of traffic-calmed local streets, identifying priority intersections and barrier crossings for improvement, and finalizing project prioritization.

Commissioner Boulton commented that he appreciated the effort to develop the Bike Plan and the engagement that took place with the Roseville biking community.

Commissioner Botzek moved to recommend that the City Council adopt the presented Bike Plan. Commissioner Boulton seconded the motion.

Roll Call

Ayes: Arneson, Beckman, Botzek, Boulton, Her, Matts-Benson, Penny.

Nays: None.

Abstain: None.

b) **ROSEVILLE PARK BUILDINGS AND RENTAL FACILITIES**

Recreation Supervisor James Franken introduced himself to the Commission and provided the following presentation on Roseville Park Buildings and rental facilities.

Staff reviewed the various park buildings within the system, including Autumn Grove, Lexington, Rosebrook, Oasis, Sandcastle, and Villa Park buildings, noting differences in size and rental capacity. Staff noted that many of the current facilities replaced aging buildings between 2014 and 2015 and continue to be heavily used by a wide variety of community groups and users.

Usage statistics were reviewed, including 1,148 reservations in 2025 and 528 rentals already completed in 2026. Staff noted that rentals include churches, birthday parties, graduations, baby showers, meetings, family gatherings, bridal showers, and community groups. In addition, there have been 48 internal uses of the facilities so far in 2026.

Staff reviewed typical weekly usage patterns, noting that weekday daytime use is largely meeting-based with fewer evening rentals, while weekends remain the busiest rental periods.

Staff highlighted successes within the rental program, including providing gathering spaces for the community, offering larger gathering opportunities than many residents can accommodate at home, and supporting approved community-good organizations through no-fee use opportunities.

Staff discussed operational efficiencies implemented through the Lead Facility Supervisor model, which allows staff to oversee multiple rentals, improve efficiency of staffing resources, and expand operational capacity without significantly increasing costs.

Future operational goals include expanded online booking capabilities, additional use of lead facility staff, improved customer experience, potential movement toward rental blocks, and increased staffing flexibility through cross training.

Staff also discussed ongoing challenges related to maintaining aging facilities, including replacement of paint, carpeting, audio/visual equipment, and window blinds, while maintaining a high-quality rental experience throughout the Twin Cities metro area.

Staff reviewed opportunities related to park building rentals, including maintaining surrounding park amenities such as playgrounds, trails, and courts, as well as improving renter accessibility.

Picnic shelter usage was also reviewed. Staff noted that shelters including Jaycees, Foundation, Lions, and FOR Parks shelters had 345 rentals in 2025 and continue to attract active groups and events including walk/run events.

Staff highlighted that online picnic shelter reservations have been successful, with 197 total bookings so far in 2026, including 115 online bookings. Staff noted that the shelter reservation system has become a model for transitioning additional park building rentals online.

Future goals for picnic shelters include exploring un-staged or automated access options such as auto-unlock systems or door codes and continuing to maintain high-quality surrounding park amenities.

Staff also reviewed future needs for picnic shelters, noting that many shelter facilities are now 30–40 years old and reaching a point where roofing, painting, and concrete repairs will need to be planned for and completed in the coming years.

Additional rental opportunities at the Harriet Alexander Nature Center and Muriel Sahlin Arboretum were reviewed. Staff noted that the Nature Center offers rental opportunities similar

to park buildings but requires additional staff oversight. The Muriel Sahlin Arboretum continues to host wedding ceremonies and can accommodate up to 300 guests as an affordable rental option.

Staff also reviewed community gym operations at Brimhall and Central Park, which support pickleball, volleyball, basketball, rental groups, youth programs, and adult leagues. Staff noted that updated staffing processes are being implemented alongside the new recreation software.

Usage statistics for community gyms were reviewed, including:

- 2,497 Adult Open Volleyball participants
- 1,846 Adult Open Pickleball participants
- 301 Family Open Basketball participants

Staff reviewed neighborhood ice rink operations, including staffed locations at Autumn Grove, Lexington, Sandcastle, Villa, and Acorn Parks. Staff noted that usage at neighborhood ice rinks has decreased and that alternative staffing models are being explored.

Vice-Chair Penny asked about the park building at Acorn Park. Staff relayed that the building is primarily used for storage and as a warming house for the ice rink.

The Commission discussed repairs recently completed at Oasis Park and potential modernization opportunities for the park buildings as they are now approximately 10 years old. Staff noted that it was originally anticipated that park building rentals would generate approximately \$40,000 annually; however, current revenue is approximately four times that amount, demonstrating strong community use and neighborhood engagement.

Commissioner Matts-Benson asked how far in advance park buildings can be reserved. Staff responded that reservations can currently be made up to seven months in advance and are booked in five-hour blocks. Staff also noted that standardizing rental timeframes may be considered in the future to improve staff planning and operational continuity.

c) OVERVIEW OF MOUNTAIN BIKE AND BIKE PARK FEASIBILITY AND COSTS (COMMISSIONER INITIATED)

Assistant Parks and Recreation Director Carrie Anderson joined the Commission to present information regarding potential bike-related amenities and preliminary feasibility considerations.

Staff reviewed several types of bike amenities, including mountain bike trails, pump tracks, and bike skills parks. Definitions, examples of similar facilities throughout the Twin Cities metro area, and typical design elements were discussed.

Staff noted that mountain bike trails are typically narrow dirt trails designed for varying rider skill levels and can include natural terrain features, technical sections, berms, and jumps. Potential examples discussed included Theodore Wirth Park, Lebanon Hills, Elm Creek, and Carver Lake Park.

Staff also reviewed pump tracks, which are looping tracks made of dirt, asphalt, or concrete with rollers and banked turns designed to be ridden without pedaling. Bike skills parks were also discussed, which can include pump tracks, wooden bridges, rock gardens, berms, and smaller riding features intended for riders of all ages and skill levels.

Preliminary findings for a potential pump track or skills park identified the south parcel at Autumn Grove Park as a possible location. Staff noted that concepts could include a pump track, tot track, and additional skills park elements. Very preliminary cost estimates for an asphalt pump track with additional elements were estimated at approximately \$250,000 to \$300,000.

Staff also reviewed preliminary findings related to mountain biking opportunities at Reservoir Woods. Staff noted that a general design guideline is approximately 15 acres per mile of trail, with the site potentially accommodating 6–8 miles of trail. Preliminary cost estimates for trail development were estimated at approximately \$300,000.

Considerations related to both mountain biking and pump track facilities were reviewed, including infrastructure needs, environmental impacts, dual trail usage, maintenance, staffing, visibility, and potential impacts on existing park uses.

Potential partnerships discussed included Minnesota Off-Road Cyclists (MORC), the Roseville Area High School Mountain Bike Team, National Interscholastic Cycling Association (NICA), local bike shops, bike advocates, volunteers, and possible grant opportunities.

Staff outlined potential next steps for the exploration process, including conducting community engagement, incorporating considerations into the updated Roseville Parks and Recreation System Master Plan, and assessing overall community interest to help determine whether future funding opportunities should be pursued.

The Commission discussed the value of providing additional opportunities for unstructured recreation within the community. Commissioners noted that combining mountain biking opportunities with the City's Bike Plan could help reduce parking demands at Reservoir Woods, where parking availability is limited.

The Commission also discussed existing erosion concerns within Reservoir Woods and how mountain bike trail development could impact the area. Staff noted that the current informal and

unstructured trail usage may be more detrimental to the environment than designated trails. Staff explained that professionally designed trails would aim to minimize erosion impacts and could also benefit from volunteer maintenance support.

The Commission further discussed whether mountain bike trails and pump tracks attract similar or different user groups and the potential value of offering both amenities within the park system.

Vice-Chair Penny noted support for exploring a bike skills trail option on the south parcel of Autumn Grove Park, stating that it would provide a great opportunity for families to bike together.

Public Comment – J. Arneson, 875 Transit:

J. Arneson shared that they have been mountain biking for approximately 26 years and noted that there are currently no nearby formal mountain biking trails outside of the unofficial “renegade trails” located in Reservoir Woods. Support was expressed for developing official trails within Reservoir Woods, with the belief that the site would be well suited for approximately six miles of trail. J. Arneson noted experience utilizing trails throughout the metro area and expressed interest in having a closer option available in Roseville.

J. Arneson also stated a preference for a bike skills park over a pump track and noted involvement with Minnesota Off-Road Cyclists (MORC), highlighting the organization’s strong volunteer support and enthusiasm surrounding the sport.

Chair Beckman asked about the potential cost of a bike skills park. Staff responded that costs could vary significantly depending on the amenities included, though a preliminary estimate received was approximately \$200,000.

Commissioner Boulton shared that, based on feedback he heard at the Autumn Grove Park playground planning meetings, that he believes a more natural bike skills feature that blends into the landscape would be preferable. Commissioner Boulton also asked about potential funding mechanisms and what would be required to move the project forward.

Staff responded that the project could potentially be incorporated into the updated Parks and Recreation System Master Plan or elevated as a priority project outside of the Master Plan process. Staff noted that funding could potentially come from reallocated capital improvement funding, grants, friends groups, or other partnership opportunities. The Commission discussed the possibility of including the project within the updated Master Plan as a prioritized initiative.

Commissioner Botzek emphasized the importance of considering long-term maintenance costs at the outset of any potential project.

The Commission discussed the importance of gathering additional community input and feedback to better understand public interest in mountain bike trails and determine how such amenities may be prioritized within the updated Master Plan. Commissioners expressed interest in continuing to learn more about the feasibility of the project and how both short- and long-term planning efforts could support future implementation.

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

Staff relayed that schematic design renderings for the License and Passport Center/Dance Studio are anticipated to be presented to the City Council in June.

Staff provided an overview of the preliminary dance studio layout, as well as a preliminary concept for Veteran’s Park that includes a fastpitch field, playground, full-court basketball court, and recognition of veterans within the park design.

Commissioner Boulton asked whether space for a dog park had been considered, noting the high-density housing adjacent to the park. Staff responded that dog parks require significant maintenance, can present liability concerns, and are often unpopular with neighboring residents. Commissioner Matts-Benson added that the concept was discussed during Maintenance and Operations Center brainstorming meetings but was not prioritized as a park amenity.

e) CONTINUE REVIEW AND UPDATE OF PARKS AND RECREATION COMMISSION GOALS

Chair Beckman acknowledged the requested goal updates submitted by Commissioners Donaldson and Harris, who were not present at the meeting.

Commissioner Matts-Benson seconded proposed Goal #1 submitted by Commissioner Donaldson but requested changing the wording from “field infrastructure” to “space infrastructure” to broaden the intent of the goal.

The Commission agreed to have the goals subcommittee incorporate the proposed goals from Commissioners Donaldson, Harris, and updated language from Commissioner Matts-Benson, along with updates to the layout and organization of the goals document, for further review at the August Parks and Recreation Commission meeting.

Commissioner Her noted interest in potentially taking a deeper dive into pathway-related topics. Staff clarified that the Pathway Master Plan falls under the purview of the Public Works, Environment & Transportation Commission (PWETC), though the Parks and Recreation Commission may still provide input and recommendations.

Chair Beckman noted that any additional proposed goals may be submitted by the end of May for consideration by the subcommittee in the updated draft document.

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

Staff provided the following departmental updates:

- The Roseville Skate School Ice Show took place April 16–18, 2026, with more than 300 skaters participating and over 3,000 tickets sold.
- Earth Day at the Harriet Alexander Nature Center was held on April 25.
- In coordination with Roseville Public Works, the Citywide Cleanup Day was held on April 25 at Central Park – Dale Street.
- Kite Day in the Park was held on April 25 at Rosebrook Park, with 180 free kites distributed to participants.
- The Roseville School of Dance recital was held at Roseville Area High School on May 2 and May 3.
- The “Roseville Open” Figure Skating Competition, one of the largest competitions in Minnesota, is scheduled to take place at the Roseville Skating Center on May 14–16.
- The Citywide Garage Sale event will take place May 28–30.
- The annual volunteer planting of the iconic Lexington Boulevard flower beds at Central Park is scheduled for Saturday, May 30 at 9:00 a.m.
- The next Autumn Grove Park community engagement meeting regarding the new playground and overall park concept planning will be held on May 13.
- Community engagement meetings were recently held for Sandcastle Park and Applewood Park, with neighborhood participants selecting final playground designs anticipated to be installed in summer 2026.
- Construction at Rosebrook Park is anticipated to begin within the next two weeks.

i. 2026 DISCOVER YOUR PARKS SIGN UP

Chair Beckman noted that sign-ups for Commissioner participation at the 2026 Discover Your Parks events was now available.

b) OTHER NEW OR RELEVANT COMMUNICATION ITEMS

i. NEXT MEETING – JUNE 2, 2026 – PARK TOURS

Staff noted that the preliminary list of parks for the Commission’s June park tours includes Acorn Park, Veteran’s Park, and potentially Central Park. Staff also noted that

they are open to additional feedback if Commissioners would like other parks included in the tour route.

Vice-Chair Penny noted that while it may not be relevant this year, the proposed nature playground site at the Harriet Alexander Nature Center may be a worthwhile location to visit during future park tours. Staff responded that they would not rule out visiting the site, as the project is moving forward with a preferred consultant anticipated to be brought before the City Council in May. Staff noted that once authorization is received, the project will officially move into the planning phase.

The Commission also discussed general logistics for the upcoming park tours.

Staff and the Commission thanked Commissioner Arneson for the time, effort, and contributions provided during her service on the Parks and Recreation Commission, noting that this would be Commissioner Arneson's final meeting serving as a Parks and Recreation Youth Commissioner.

8. **ADJOURN**

Meeting adjourned at approximately 8:30 p.m.

Respectfully Submitted,
Danielle Christensen, Parks and Recreation Department Assistant