Roseville Parks and Recreation
Commission Meeting
Tuesday, February 5, 2013
6:30 P.M.
Roseville City Hall
2660 Civic Center Drive

## **AGENDA**

- 1. Introductions/Roll Call/Public Comment Invited
- 2. Approval of Minutes of January 10, 2013
- 3. Commission Goals 2013-2015
- 4. Meeting Calendar for 2013
- 5. Park and Recreation Renewal Program
- 6. Staff Report
- 7. Other
- 8. Adjournment

Roseville Parks and Recreation
"Building Community through People, Parks and Programs"

www.ci.roseville.mn.us

Be a part of the picture...get involved with your City...Volunteer! For more information, call Roseville Parks and Recreation at 651-792-7006 or check our website at <a href="https://www.cityofroseville.com">www.cityofroseville.com</a> Volunteering, a Great Way to Get Involved!

#### MEMORANDUM

To: Parks and Recreation Commission

From: Lonnie Brokke Date: January 29, 2013

Re: Notes for Commission Meeting on **Tuesday**, **February 5**, **2013** 

## 1. Introductions/Public Comment Invited

Commissioners and staff will be introduced. Public participation and public comment is encouraged.

## 2. Approval of Minutes of the January 10, 2013 Meeting

Enclosed is a copy of the minutes of January 10, 2013. Please be prepared to approve or amend.

Requested Commission Action: Approve/amend meeting minutes of January 10, 2013.

### 3. Commission Goals 2013-15

Based upon previous Commission work and discussion, Commissioners Diedrick and Simbeck have been working as a subcommittee, with staff, to draft a set of Commission Goals for 2013-15. Enclosed is a draft copy for Commissioners to review, discuss and consider at the meeting. **Requested Commission Action:** Review and consider proposed goals; offer comments and suggestions.

## 4. 2013 Commission Meeting Calendar

You had finalized all your 2013 monthly meeting dates except for the months of June, September and November. At your January meeting, the possibility of a July meeting was also discussed.

The June meeting is your annual joint meeting with the City Council and is confirmed for Monday, June 10 beginning at around 6:30 p.m. and will be for about 45 minutes. Please plan to meet immediately after your City Council discussion in another meeting room to discuss any necessary updates and/or to provide advice on the Renewal Program.

On July 17<sup>th</sup>, there is a Discover Your Parks program at Howard Johnson Park that will conclude at around 8:00 p.m. It was suggested that a meeting could be held either in the park or at City Hall that evening at 8:00 p.m. The purpose for having a July meeting is to discuss any necessary updates and/or provide advice on the Renewal Program.

For the September meeting, you have decided to tour selected park and facility locations on a Saturday morning. Please look at your calendars on your availability.

In November, because of Election Day, your meeting must be moved. At this point, the City Council Chambers are available on Thursday, November 7<sup>th</sup> or Thursday, November 14<sup>th</sup>.

Attached is an updated draft calendar. Please look at your calendars prior to the meeting to see what works best for you.

Requested Commission Action: Finalize calendar for 2013.

## 5. Park and Recreation Renewal Program

The mandatory pre-proposal education meeting for the Natural Resource Project Consultant and the Playground Design and Installation Vendors was held on Monday, January 28<sup>th</sup> with approximately 40 people attending. Proposals are due on February 6, 2013 with the selection process to follow.

The Best Value Procurement presentation by Dr. Dean Kashiwagi was held at the City Council meeting on Monday, January 28<sup>th</sup>. It was well attended with positive feedback from folks attending as well as those watching from home. It is televised; web streamed and will be rebroadcast. Thanks to all who attended and/or watched from home.

The City has received a 2013 Clean Water Grant (Legacy Funds) through the Board of Water Resources (BWSR) in the amount of \$359,000 to be used to create a system that will collect storm water from the SW area and improve water issues in the park and tennis courts. This will be a coordinated project between Public Works and the Parks and Recreation Renewal Program.

The HANC meeting is scheduled for Saturday, February 2<sup>nd</sup>, beginning at 8:00 a.m. The second follow up meeting is scheduled for Saturday, March 2<sup>nd</sup>. An update will be provided at the meeting.

A neighborhood meeting for Lexington Park is scheduled for Tuesday, February 12<sup>th</sup> at 7 p.m. in the Council Chambers at Roseville City Hall.

The Natural Resource and Trails Subcommittee is moving forward.. Commissioner Doneen and staff will provide additional information to you at the meeting. Further comments and suggestions from the Commission are encouraged.

- The Langton Lake Park natural resource grant project has begun, buckthorn has been cut, treated and it is anticipated that interested volunteers will now be engaged to begin removal to a chipping site.
- The Reservoir Woods Project will begin in the spring.
- The B2 trail survey work is complete with neighborhood/community meetings to follow.

As the Natural Resource consultant is on board and projects solidified, interested volunteers are anticipated to be engaged.

Any new progress will be reported at the meeting.

Requested Commission Action: Discuss new progress and provide input.

- 6. Staff Report
- 7. Other
- 8. Adjournment

- o Commissioner D. Holt responded by recognizing that the Best Value approach and using Best Practices contribute to a good project package.
- Commissioner Ristow shared his experiences about being approached by individuals from other communities that have learned about Roseville's renewal program asking for information and giving recognition for doing the right thing.
- The Natural Resources and Trails committee has been meeting and working with staff on volunteer projects and future project recommendations.
  - Staff reminded Commissioners that the Master Plan calls for a natural area to be included in every park that is part of the renewal program and also included the addition of an education component tied to the Nature Center whenever possible.
  - o The Renewal Program Natural Resource projects will involve a design build contract
  - o Natural Resource RFP will identify a process for future restoration and recognize city-wide issues related to restoration.
  - Evenson updated the Commission on the January 2<sup>nd</sup> Natural Resources and Trails committee meeting.
    - Work is progressing on the Reservoir woods Buckthorn project.
    - Public Works staff are pulling together more information on pathways and trails for the committee to review/discuss.
    - Volunteers and staff are looking at the possibility of completing pathway connections for a constellation or two to demonstrate the concept and hopefully provide motivation for future attention.
    - Mary Holt recognized that there are areas in the system that only need small connections to make the pathway system in that specific area complete.

### **Commission Discussion:**

- Commission Chair Holt introduced the January 28 Best Value Presentation at the Council meeting. The session will be led by the ASU staff. Commissioners, school district representatives, Ramsey County staff will be invited to join the Council for the information session.
- Mary Holt asked about the Volunteer coordinator position. How should the Commission pursue a Council recommendation? Recently, community members have shown that people are anxious to be involved and want to help support various projects.

## 4. MEETING CALENDAR FOR 2013

- June 10<sup>th</sup> was suggested as the Parks and Recreation/Council Joint meeting date.
- The August meeting date was suggested to begin at 8pm to allow Commissioners time to participate in local Neighborhood Night Out activities.
- A Saturday September date will be discussed later. This time is traditionally used to tour park locations and parks and recreation facilities.
- The rescheduled November meeting date will be set at a later time.
- Commissioners recommended that additional meeting time be added to the June 10<sup>th</sup> meeting to review renewal program activities and other Commissioner related items.
- Commissioners also suggested considering a July meeting in an effort to stay connected through the heat of the renewal program.

98 99 5. STAFF REPORT 100 Thank you again to Goodmanson Construction for sponsoring the 2012 New Years 101 Eve Celebration on Ice at the Skating Center. 102 103 Winter Brochure has now been delivered to area homes. 104 6. OTHER 105 • Commissioner Azer commented on her daughters taking skating lessons at the arena 106 and how much the family has been enjoying skating on neighborhood rinks. 107 • Commissioners Simbeck and Wall have volunteered to research and analyze 108 information on a possible Park Board in Roseville 109 110 111 Meeting adjourned at 8pm 112 Respectfully Submitted, Jill Anfang, Assistant Director 113

# DRAFT

## Parks and Recreation Commission Goals 2013 – 2015

Goal	Timeframe	Action Steps	Assigned	Progress
#1 Encourage citizen participation volunteers	Renewal: 2012-2015 Long-term Ongoing	Commissioners to attend at least two community engagement functions annual. ie DYP, Living Smarter Fair, Rosefest Events, renewal program meetings	P&R Commissioners & staff	
#2 Collaborate with Public Works, Environment & Transportation Commission (PWET)	Renewal: short-term 2013 On-going: 2014 - 2015	<ol> <li>Create joint PWET and P&amp;R Commission committee by January 2013</li> <li>NRATS representatives report to P&amp;R Commission monthly on progress</li> </ol>	P&R Commissioners & staff	NRATS created and working

# DRAFT

Goal	Timeframe	Action Steps	Assigned	Progress
#3 Advise department on projects and	Renewal: 2012-2015	Keep abreast of and actively review progress of     Renewal Program	P&R Commissioners & staff	
opportunities	Other: 2013 - 2015	2. Discuss projects and timing with community members and bring ideas to monthly meetings and department staff.		
		<ol> <li>Participate as necessary and requested in project design and review.</li> </ol>		
		<ol> <li>Annually identify at least one potential grant and/or partnership opportunities. Pursue opportunities as appropriate and available</li> </ol>		
#4 Provide research and recommendations for	Short-term: 2013	<ol> <li>Designate commissioners to research cost/benefit of volunteer coordinators in similar communities.</li> </ol>	P&R Commissioners & staff	
a Volunteer Coordinator		<ol><li>Utilize Civic Engagement Report findings where appropriate</li></ol>		
		3. Make recommendation to P & R Commission by April 2013		
		Discuss options with City Council at June 2013 joint meeting		

# DRAFT

Goal	Timeframe	Action Steps	Assigned	Progress
#5 Provide research and	Medium-term: 1. Designate commissioners to research Community 2014-2015 Center options and provide quarterly updates to		P&R Commissioners & staff	
recommendations for		Commission		
a Community Center	Long term:			
	Ongoing	2. Review Master Plan and identify next step options.		
		3. Preliminary report to P & R commission December		
		2013		
		4. Establish future direction January 2014		
		5. Formulate options to City Council by June 2014	P&R	1 Completed Notes Well and Cres
#6	Short-term:	1. Designate commissioners to research benefits of a	Commissioners & staff	Completed. Nolan Wall and Greg Simbeck identified
Provide research and recommendations for	2013	Park Board vs Park & Recreation Commission		Simbeck identified
establishment of a Park Board	Long-term: 2015-2016	2. Look at best practices in other cities.		
		3. Report findings to P & R Commission by April 2013		
		4. Discuss with City Council June 2013		
#7	Short-term:	1. Designate Commissioners to meet with City	P&R	
Work with City	2013-2014	Administrators to learn and understand status and	Commissioners & staff	
Administration to		offer assistance		
explore local option	Medium-term:			
sales tax	2015	2. Work with City Administration to finalize whether or		
		not the local option sales tax is an option to be used		
		for Community Center funding by February 2014		
		3. Report to P & R Commission quarterly		

## **ROSEVILLE PARKS AND RECREATION COMMISSION**

## **2013 DRAFT ANNUAL CALENDAR**

Day/Month	Time	Location
Thursday, January 10	6:30 p.m.	Regular Meeting – City Hall
Tuesday, February 5	6:30 p.m.	Regular Meeting -City Hall
Tuesday, March 5	6:30 p.m	Regular Meeting -City Hall
Tuesday, April 2	6:30 p.m.	Regular Meeting -City Hall
Tuesday, May 7	6:30 p.m.	Regular Meeting -City Hall
Monday, June 10	6:00 p.m.	Joint Commission/City Council Meeting
Wednesday, July 17	8:00 p.m. (After Discover You	Howard Johnson Park or City Hall ur Parks Program)
Tuesday, August 6	8:00 p.m.	Regular Meeting – City Hall
Saturday, September *  *To be finalized – Saturday	TBD dates to consider: S	Retreat and Tour ept. 7, 14, 21(WRF), 28
Tuesday, October 1	6:30 p.m.	Regular Meeting -City Hall
Thursday, November *  *To be finalized – Council C	6:30 p.m. chambers available: <sup>-</sup>	
Tuesday, December 3	6:30 p.m.	Regular Meeting -City Hall

# **FEBRUARY 2013**

## ROSEVILLE SKATING CENTER - OVAL

\*Schedule is subject to change WITHOUT NOTICE\*

For schedule updates call 651.792.7191 or visit <u>www.cityofroseville.com/skatingcenter</u>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
ADMISSION PRICES					U.S. JUNIOR LONG TRACK SPEEDSKATING CHAMPIONSHIPS  PUBLIC SKATING & OPEN HOCKEY 8:00PM - 10:00PM	U.S. JUNIOR LONG TRACK SPEEDSKATING CHAMPIONSHIPS  PUBLIC SKATING & OPEN HOCKEY 6:00PM - 9:00PM
3 U.S. JUNIOR LONG TRACK SPEEDSKATING CHAMPIONSHIPS  PUBLIC SKATING & OPEN HOCKEY 1:00PM - 3:00PM	4 PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM	5 PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM  OPEN SPEED SKATING 9:00PM - 10:15PM	PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM PUBLIC SKATING (TRACK ONLY) 5:00PM - 6:30PM	7 PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM	8 PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM  PUBLIC SKATING & OPEN HOCKEY 8:00PM - 10:00PM	PUBLIC SKATING & OPEN HOCKEY 6:30PM - 9:30PM
PUBLIC SKATING & OPEN HOCKEY 12:00PM - 2:00PM PUBLIC SKATING & OPEN HOCKEY 6:00PM - 8:00PM	PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM  OPEN SPEED SKATING 2:00PM - 3:15PM  PUBLIC SKATING (TRACK ONLY) 5:00PM - 6:30PM	PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM OPEN SPEED SKATING 9:00PM - 10:15PM	PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM PUBLIC SKATING (TRACK ONLY) 5:00PM - 6:30PM	PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM	PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM  OPEN SPEED SKATING 2:00PM - 3:15PM  PUBLIC SKATING & OPEN HOCKEY 8:00PM - 10:00PM	PUBLIC SKATING & OPEN HOCKEY 1:00PM - 3:00PM PUBLIC SKATING & OPEN HOCKEY 7:30PM - 9:30PM
PUBLIC SKATING & OPEN HOCKEY 12:00PM - 2:00PM PUBLIC SKATING & OPEN HOCKEY 6:00PM - 8:00PM	18 Special Holiday Hours PUBLIC SKATING & OPEN HOCKEY 11:00AM - 1:00PM PUBLIC SKATING & OPEN HOCKEY 2:00PM - 4:00PM	PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM OPEN SPEED SKATING 9:00PM - 10:15PM	PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM PUBLIC SKATING (TRACK ONLY) 5:00PM - 6:30PM	PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM	PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM  PUBLIC SKATING & OPEN HOCKEY 8:00PM - 10:00PM	PUBLIC SKATING & OPEN HOCKEY 1:00PM - 3:00PM PUBLIC SKATING & OPEN HOCKEY 7:30PM - 9:30PM
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# **FEBRUARY 2013**

## ROSEVILLE SKATING CENTER - INDOOR ARENA

\*Schedule is subject to change WITHOUT NOTICE\*

For schedule updates call 651.792.7191 or visit <u>www.cityofroseville.com/skatingcenter</u>

Updated 1/22/2013	Manday	Tuesday	Wadnaaday	Thursday	Enidore	Cotrandor
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Public Skating /O Skate Rentals Senior Skate Sess Sharpening Skatercise Admis Open Figure Skat 10-Session Punch	\$ 4.00 sion \$ 4.00 \$ 5.00 sion \$ 8.00 ting \$ 5.50				Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Skatercise 1:15pm - 2:30pm	No Public Sessions
Public Skating 12:30pm-2:00pm	Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Public Skating 1:00pm - 2:30pm	Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Open Figure Skating 11:45am - 1:00pm Ladies Open Hockey 1:00pm - 2:15pm	Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Senior Skating 1:15pm - 2:45pm	7 Adult Open Hockey 8:30am - 9:45am Daytime Skating Lessons 10:00am - 11:30am Public Skating 11:30am - 1:00pm	8 Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Skatercise 1:15pm - 2:30pm	9 No Public Sessions
Public Skating 12:30pm-2:00pm	Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Public Skating 1:00pm - 2:30pm	Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Open Figure Skating 11:45am - 1:00pm Ladies Open Hockey 1:00pm - 2:15pm	Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Senior Skating 1:15pm - 2:45pm Public Skating 7:00pm - 8:30pm	Adult Open Hockey 8:30am - 9:45am Daytime Skating Lessons 10:00am - 11:30am Public Skating 11:30am - 1:00pm	Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Skatercise 1:15pm - 2:30pm	No Public Sessions
No Public Sessions	No Public Sessions	Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Open Figure Skating 11:45am - 1:00pm Ladies Open Hockey 1:00pm - 2:15pm	Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Senior Skating 1:15pm - 2:45pm Public Skating 7:00pm - 8:30pm	Adult Open Hockey 8:30am - 9:45am Daytime Skating Lessons 10:00am - 11:30am Public Skating 11:30am - 1:00pm	Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Skatercise 1:15pm - 2:30pm	No Public Sessions
Public Skating 12:30pm-2:00pm	Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Public Skating 1:00pm - 2:30pm	Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Open Figure Skating 11:45am - 1:00pm Ladies Open Hockey 1:00pm - 2:15pm	Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Senior Skating 1:15pm - 2:45pm Public Skating 7:00pm - 8:30pm	28 Adult Open Hockey 8:30am - 9:45am Daytime Skating Lessons 10:00am - 11:30am Public Skating 11:30am - 1:00pm		

# Upcoming Parks and Recreation Programs & Events February / March

- February Rose Parade applications available on the city web site at www.cityofroseville.com/parks.
- February 1-3 –U.S. Junior Speedskating at the OVAL. Watch future Olympians and speedskaters. Free
- Feb 5-April 16 AARP Tax-Aide assistance on Tuesdays from 9 Noon. Walk in only, no appoint.
- February 6 Neighborhood Ice Rinks and warming houses close for the season. Acorn, Autumn Grove, Lexington, Sandcastle and Villa Park.
- February 6, 9, 12<sup>th</sup> RAYHA Section 5 AA Girls hockey Roseville Skating Center.
   15<sup>th</sup> Championship game.
- February 13 AARP Driver Safety Refresher Course at Roseville City Hall 9 a.m. 1 p.m.
   March 14<sup>th</sup> 5:30-9:30 p.m. and March 22<sup>nd</sup> 9 a.m. –1 p.m. Registration required.
- February 17 Summer Job Application deadline. Apply on-line at www.cityofroseville.com/jobs.
- February 20 Adult Trip to Plymouth Playhouse for Ring of Fire featuring the Music of Johnny Cash 10:45 a.m. – 3:45 p.m. Registration required.
- February 23 Insulin Work shop at Roseville City Hall Council Chambers 10-11:30 a.m. Free
   March
- March 3 OVAL Closes for the Season. The Skate Park will open in May.
- March 7 Roseville Volunteer Appreciation Night 5:45 p.m. Roseville Skating Center. Invitation only.
- March 18- May 1 After School Games Galore. A youth program designed to instruct or introduce favorite playground games at Brimhall 4:15 – 5:15 p.m. Registration required.
- March 19-May 12 Spring Gymnastics classes begin at the Gymnastics Center. Registration Required.
- March 21 Natural Egg Dyeing program at HANC kids age 5+with adult from 6 8:30 p.m. Registration required.
- March 22 Summer brochure sent to the homes. Summer program offerings & Rosefest event details.
- March 23-24 Arts@OVAL. 14<sup>th</sup> Annual Festival of Fine Arts and Fine Crafts at the Roseville Skating Center. 10 – 5 p.m. Saturday 11 – 4 p.m. Sunday. Free.
- March 23 Healthy Heart Workshop at Roseville City Hall Council Chambers 10-11:30 a.m. Free.
- March 23–24 Tapping Time at HANC 10 a.m. 4 p.m. Free educational family outing.
- March 25 Roseville String Ensemble Spring Concert. 3:30 p.m. at Concordia Academy High School.
   Please bring a non-perishable item for the food shelf. A \$5 free-will donation is requested.
- March 27 Preschool LEGO program begins 5:20-6:20 p.m. at ED Williams. Registration required.
- March 27 Extreme LEGO programs begin after school 3:30 p.m. at FH and 4:10 p.m. at BH & EDW Registration required.

Sampling of promotional materials will be available at the meeting and in the on-line packet. Materials can also be found on the flyer racks by the Parks & Recreation office, in the Winter brochure and on-line at <a href="https://www.cityofroseville.com/parks">www.cityofroseville.com/parks</a> in an effort to minimize use of printed papers.