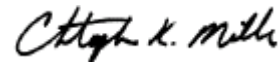


REQUEST FOR COUNCIL ACTION

Date: 8-9-10
Item No.: 13.a

Department Approval

Acting City Manager Approval



Item Description: Parks and Recreation Master Plan Implementation

BACKGROUND

It has been suggested that a referendum to begin the implementation of the parks and recreation master plan be considered for this November 2010. In order to meet that goal, a referendum questions needs to be formulated and submitted by August 20th, 2010. As you consider the possibility, please refer to the following attachments:

- A memo from Lonnie Brokke, Director of Parks and Recreation to Bill Malinen, City Manager outlining some thoughts
- A “hybrid” listing of potential projects totaling \$8M
- An overview of City bond status from Finance Director Chris Miller
- Draft copy of the August 5th Parks and Recreation Commission meeting minutes reflecting the topic discussion and their recommendation

The final scheduled CAT meeting is Thursday, August 5th. Staff will plan to update you with their recommendation at the meeting on Monday, August 9th.

If the City Council does decide that this is the right year to pursue a parks and recreation referendum, a specific question (s) discussion should occur in more depth in order for staff to bring back language to have finalized at your August 16th meeting.

REQUESTED COUNCIL ACTION

Discussion and decision on potential referendum for November, 2010.

Prepared by: Lonnie Brokke, Director of Parks and Recreation

Attachments:

- A. Memo to Bill Malinen from Lonnie Brokke
- B. “Hybrid” listing of projects totaling \$8m
- C. Overview of city bonding status as prepared by Chris Miller
- D. Draft copy of minutes of the August 5th, 2010 Parks and Recreation Commission meeting

ROSEVILLE

Parks and Recreation Department



To: Bill Malinen
 From: Lonnie Brokke
 Date: July 26th, 2010
 Re: Parks and Recreation System Master Plan

Thank you for your interest and enthusiasm in the implementation of the Parks and Recreation System Master Plan and for your suggestion to have a question on the 2010 ballot. As we discussed, the final draft plan is in the process of being completed for review and comment by the Citizen Advisory Team (CAT) on August 5th.

The process continues with the anticipated next steps to be completed in 2010 as follows:

- August 5th - present final draft plan to the CAT
- September /October– review by Technical Advisory Team (TAT)
- September 18th - present final draft plan to the Parks and Recreation Commission
- September 27th - present final draft plan to the City Council
- September - October – receive public comment on final draft plan
- November – Parks and Recreation Commission final recommendation
- November – City Council final adoption
- October - December - conduct a statistically valid survey to compare and contrast final plan details for implementation direction
- October - December – explore implementation options with community/commission to finalize resource path
- 2010/2011 - communicate plan details and implementation strategies to community

Over the past 11 months, the City Council, CAT, Parks and Recreation Commission, volunteers, the community and staff have been working diligently and tirelessly to engage as many citizens and businesses as possible to weigh in to the formulation of the master plan. It has been a very thorough process that has encouraged and allowed every opportunity for folks to get involved. It has been truly value based, listening and hearing from all areas of the community and compiling those results. The process should now include a statistically valid survey, to validate plan details.

In order for the question and/ or questions to be on the election ballot for the fall of 2010, a final question needs to be formulated, approved and submitted by Friday, August 20th. This timeframe would not be reasonable to allow the CAT, Parks and Recreation Commission to weigh into the final package of improvements.

As a part of this process, it was a goal to create a “path to implementation”. As the planning process continued, the CAT had premature discussions about how to fund the plan and appeared to be steering away from the intended “system plan” itself. I believed that a good plan will communicate itself to the community and suggested that the CAT allow the creative process to occur and continue with the completion of a great plan, rather than focus on funding prior to plan completion and understanding the entire scope. Many of the CAT members at that time indicated that they would like to be involved in the subsequent implementation stage, whatever process that entailed. Hence, they have focused on the plan with the understanding that the implementation discussion would come soon after.

I now suggest that the completed plan be further and fully shared with the Community and that implementation options/methods be explored with residents and the Parks and Recreation Commission (implementation team) with the ballot question to be formulated and no later than the fall of 2011.

The CAT and the Parks and Recreation Commission have been heavily vested and involved in this entire process and through the course of developing the plan have suggested that they want to be further involved in the implementation discussion, i.e. what gets implemented, when and how. A tight timeframe of an August 20th deadline for a question to be submitted will not allow reasonable time for them to be involved.

If the City does decide to move forward this fall with a referendum question, based upon interpretation of the community’s communicated interests and priorities, the following package would be suggested for consideration in formulating the question/questions:

ITEM	COST
1. * Develop a Perpetuating Trust Fund to augment existing annual funds for:	
○ Operating and maintenance for parks, programs and facilities	\$5M
○ Annual improvements	\$5M \$10M
2. * Natural Resource Restoration- (\$200K over 10 years)	\$ 2M
○ Including EAB	
3. * Improve/Renovate	\$ 3M
○ Paint Roseville Skating Center - \$100K	
○ Complete a boardwalk loop at HANC - \$500K	
○ Fencing – various locations - \$550K	
○ Tennis/Basket ball Courts - \$150K	
○ Lighting – Lake Bennett - \$500K	
○ 10 Playgrounds (10 x \$70k) = \$700K	
○ Other identified replacements, i.e. irrigation systems, - \$500K	

4. * To begin to implement Constellation Concept (New and/or Replacements)	\$ 3M
○ 4 Neighborhood rink/program/gathering centers (4 x \$500k) = \$2M	
○ 2 Splash pads = \$600K	
○ 4 Shade shelters = \$400K	
5. Pathway/sidewalk connections	\$1M
6. * Implement current existing master plans	
○ Ladyslipper Park = \$1M	
○ Lexington Park = \$1M	
○ Central Park Lexington = \$1M	\$ 3M
7. * Acquisition for Park and Recreation purpose	\$ 4M
○ Dale & C = \$300K	
○ Mounds View = \$900K	
○ Press Gym = \$700K	
○ Owasso School = \$2.1M	
8. *Acquisition for Park and Recreation Purpose	\$13M
○ Unisys (land value)	
9. To continue to work with Community Center details with residents to finalize plan and approach	\$150K
10. Begin to implement the School/Park concept	<u>\$850K</u>
11. TOTAL	\$40 M

**Maintain well what we have*

Hybrid of Director of Parks and Recreation and City Manager Proposal

ITEM	COST
1. Natural Resource Restoration	\$ 555,000
▪ Sandcastle - \$5k	
▪ Ladyslipper Park - \$115k	
▪ Rosebrook Park - \$35k	
▪ Various parks- \$400k	
2. Improve/Renovate	\$6,805,000
○ Begin to implement the Constellation Concept - Shelters	\$2,430,000
▪ Sandcastle Park – shelter - \$500k	
▪ Autumn Grove – shelter - \$500k	
▪ Rosebrook Park – shelter - \$500k	
▪ Lexington Park – shelter - \$500k	
▪ Pocahontas Park – shade shelter - \$30k	
▪ Rosebrook Park – splash pad - \$400k	
○ Tennis/BB Courts	\$310,000
▪ Sandcastle Park – tennis/bb court - \$70k	
▪ Howard Johnson Park - Tennis Court - \$60k	
▪ Acorn Park – tennis/basketball courts - \$100k	
▪ Central Park Lexington – volleyball courts - \$20k	
▪ Pocahontas Park – tennis courts - \$60k	
○ Playgrounds	\$ 800,000
▪ Langton Lake – play structure – \$70K	
▪ Oasis Park – play structure - \$50k	
▪ Howard Johnson Park – play structure - \$70k	
▪ Materion Park – play structure - \$50k	
▪ Acorn Park – play structure - \$70k	
▪ Owasso Fields – play structure - \$50k	
▪ Central Park Victoria West – play structure - \$125k	
▪ Central Park Victoria Ballfields – play structure - \$70k	
▪ Central Park Lexington – play structure - \$125k	
▪ Tamarack Park – play structure - \$50k	
▪ Villa Park Upper - \$70k	
○ Field improvements	\$852,000
▪ Autumn Grove – field renovation - \$70k	
▪ Howard Johnson Park – back stop/field - \$30k	
▪ Mapleview Park – maintenance strip - \$2k	
▪ Central Park Victoria Ballfields – fields - \$600k	
▪ Central Park Dale Street – Legion Field - \$150k	

○ Repair/Renovate/Remove	\$1,245,000
▪ Sandcastle Park – open skating - \$ 3k	
▪ Langton Lake – erosion control - \$25k	
▪ Oasis Park – parking lot - \$50k	
▪ Autumn Grove- remove parking lot on North - \$5k	
▪ Autumn Grove – hockey and free skating - \$15k	
▪ Mapleview Park – shelter roof replacement - \$2k	
▪ Acorn Park – disc golf improvements - \$125k	
▪ Central Park - Muriel Sahlin Arboretum – irrigation - \$15k	
▪ Central Park HANC – single loop boardwalk - \$410k	
▪ Tamarack Park – drainage – \$20k	
▪ Villa Park – bridges (3) - \$75k	
▪ Bennet Lake Lighting - \$500k	
○ All Parks	\$1,168,000
○ Irrigation system upgrades - \$118k	
○ Sign upgrades – all parks - \$300k	
○ Design and construction management – all parks - \$750,000	
3. Pathway/sidewalk connections	\$ 165,000
▪ Reservoir Woods – pathway improvement near Victoria - \$15k	
▪ Central Park Victoria West – pathways - \$50k	
▪ Villa Park – pathway improvements/links - \$100k	
4. Acquisition for Park and Recreation purpose	\$ 45,000
○ Oasis Park tax forfeiture - \$45k	
5. Community Center feasibility study/pre- design	\$125,000
6. Begin to implement the School/Park concept (Fairview and Parkview)	<u>\$405,000</u>
7. TOTAL	\$8,000,000

Attachment C

From: Chris Miller
Sent: Monday, August 02, 2010 10:46 AM
To: Lonnie Brokke; Bill Malinen
Subject: RE: pre-packet questions - 2010 bond referendum

Lonnie and Bill,

The attached file contains an excerpt from the City's 2010 Budget document which depicts remaining debt service obligations. I'll add a couple of notes regarding the attached information.

First, 'Series 29' relates to the bonds issued for Westwood Village I. They will NOT require any tax levy support. 'Series 23 and 25' relate to old Street Improvement bonds whose debt service is funded partially by tax levy and partially by special assessments. 'Series 27' represents the City Hall/Public Works Building bonds, and 'Series 28' represents the Ice Arena Refrigeration system. The debt service for both Series 27 and 28 is fully funded by property taxes.

Total Outstanding Debt (principle) on January 1, 2011 is \$11,520,000. We can expect about \$150,000 in annual tax levy relief beginning in 2013 when the Series 23 bonds are paid off, and another \$160,000 in annual tax levy relief beginning in 2015 when the Series 25 bonds are paid off.

Let me know if you need anything else.

Thanks.

Christopher K. Miller
Finance Director
City of Roseville, MN 55113
651-792-7031

The City currently has three types of debt; 1) general obligation improvement debt, 2) general obligation facility debt, and 3) General Obligation Taxable Housing debt. Improvement debt is used for financing the city's street improvement program. Facility debt accounts for the debt service on City Campus facilities, and the Housing debt accounts for debt issued to finance a public/private partnership with a local townhome association's improvements. The city will have five general obligation debt issues outstanding at the beginning of 2010. The following schedule depicts the City's outstanding debt as of 01/01/2010.

Description	Principal Outstanding	Net Interest Rate	Date of Final Maturity	Eligible Call Date
Series 23	\$ 680,000	4.90 %	03/01/2012	Bi-annually
Series 25	1,070,000	4.24 %	03/01/2014	Bi-annually
Series 27	7,310,000	3.72 %	3/01/2019	3/01/2013
Series 28	2,550,000	3.31 %	3/01/2018	3/01/2016
Series 29	1,155,000	5.06 %	3/01/2025	3/01/2020
Total	\$ 12,765,000			

The following table depicts the City's debt service payments by year.

Year	Principal	Interest	Total
2010	\$ 1,245,000	\$ 446,911	\$ 1,691,911
2011	1,385,000	400,936	1,785,936
2012	1,435,000	356,656	1,791,656
2013	1,230,000	312,830	1,542,830
2014	1,280,000	269,435	1,549,435
2015	1,100,000	226,750	1,326,750
2016	1,145,000	185,158	1,330,158
2017	1,190,000	141,134	1,331,134
2018	1,245,000	94,144	1,339,144
2019	960,000	49,659	1,009,659
2020	80,000	27,625	107,625
2021	85,000	23,500	108,500
2022	90,000	18,900	108,900
2023	95,000	13,813	108,813
2024	95,000	8,540	103,540
2025	105,000	2,940	107,940
Total	\$ 12,765,000	\$ 2,578,931	\$ 15,343,931

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ROSEVILLE PARKS AND RECREATION COMMISSION MINUTES OF MEETING OF AUGUST 3, 2010 ROSEVILLE CITY HALL ~ 8:00PM

PRESENT: Azer, Doneen, Etten, Jacobson, Rostow, Stark, Willmus
ABSENT: D.Holt, M.Holt, Pederson (all notified staff prior to meeting)
STAFF: Brokke, Anfang

1. INTRODUCTIONS/ROLL CALL/PUBLIC COMMENT

Public Comment deferred until after the approval of minutes and comments by Commission Chair and Parks and Recreation Director

2. APPROVAL OF MINUTES – MAY 4, 2010 MEETING

Commission Recommendation: Minutes amended with the following; R. Doneen commented that his comments at the May 4th meeting did not reference an “agreement” but rather an update to the Commission that the school district had met with the neighbors and baseball association representatives and informed them that 3 fields were to be built at Fairview, 2 fields to accommodate the Fast pitch Softball Program and one field to be used by Baseball.

Amended Minutes for the May 4, 2010 meeting were approved unanimously.

3. COMMISSION COMMENT / PUBLIC COMMENT

Brokke briefed commissioners on the tragic death of a 12 year old boy in Bruce Russell Park on Sunday, August 1st. Commissioners and Parks and Recreation staff extended their sincere condolences to the family.

Gary Grefenberg addressed the Commission on two community items;

- o As a member of the Roseville Human Rights Commission, Grefenberg informed the Parks and Recreation Commission that the Human Rights Commission has been charged with looking at involvement of Roseville citizens in the local government process. The Human Rights Commission is looking for a volunteer from the Parks and Recreation Commission to take part if a task force that will study the topic over the next eight months. Commission Chair Stark directed Commissioners to consider the task and mentioned that a representative would be named following the next Parks and Recreation Commission Meeting.
- o Grefenberg shared a draft to the upcoming edition of the SouthWest Area Roseville Monitor (SWARM). This newsletter recognizes the extensive community involvement that has taken place over the past eleven months for the Parks and Recreation Master Plan Update. Grefenberg commented that some Southwest residents do not trust government and his experiences with the parks and recreation planning process has resulted in a willingness on this part to assist in sharing information from the Citizen Advisory Team with the Southwest Roseville neighbors.

Grefenberg voiced his concern with the recent bond proposal and feels the completed Master Plan needs to be better reflected in the referendum budget. He is also concerned that the August 20th deadline seems to undercut the role of the CAT in the Master Planning process and the vision and planning process are worthless unless reflected in the implementation budget. Lastly, Grefenberg commented that citizen involvement has been wasted unless the budget is reflected in the Master Plan and resulting implementation. It would be disappointing if on this most critical step of the planning process the City opts to go it alone with a rushed referendum.

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4. REVIEW OF JOINT MEETING WITH CITY COUNCIL

Commission Chair Stark provided Commissioners with summary notes from the June 7, 2010 joint meeting between the Roseville City Council and the Roseville Parks and Recreation Commission. The notes highlighted discussions and direction from the following topics; Master Plan Implementation, Budget and Funding Options, Natural Resource Health and Other Related Topics.

- o Doneen commented that it seemed clear that the Council is looking to the Commission to make strong recommendations in regards to the Master Plan Update.
- o Ristow commented on his disappointment that during his time as a Commissioner there has been a lot of talk and not much action due to budget reductions. Ristow also mentioned the need to sell a local sales tax to support parks and recreation growth.
- o Azer mentioned the Council recommendation to look to neighboring communities for shared resources and cooperative opportunities.
- o Willmus questioned how there can be talk of implementation at this time when the planning process is still going on. We need to see the planning process through to the end before we start talking implementation.
- o Doneen commented on the forestry and the local tree inventory. He inquired into whether Roseville forestry staff might be available to talk at an upcoming meeting and if the Commission would like for him to arrange for an Urban Forester to update the Commission.
- o Commissioners were asked to forward additional comments onto Chairman Stark so that he can incorporate those comments into the joint meeting notes.

5. DISCUSS COMMISSION RETREAT (SATURDAY, SEPT. 18)

Brokke briefed the Commission that the annual retreat is scheduled for Saturday, September 18, 9am-2pm. The agenda was discussed and it was agreed that, as time allows, the topics will be as follows:

- o Presentation on Parks and Recreation Master Plan by Michael Schroeder
- o Review and comment on Master Plan
- o Clarify purpose, role and responsibilities of the Commission
- o Tour of park sites developed as concept plans for the Master Planning process

6. PARKS AND RECREATION MASTER PLAN UPDATE

Brokke briefed the Commission on the process for finalizing the Parks and Recreation Master Plan Update.

- o The latest information includes an implementation consideration for the November 2010 election:
 - o Brokke reviewed his letter to the City Manager on some thoughts on process as well as a list of potential projects that had been discussed during the planning process.
 - o A smaller and scaled back listing was also included fitting into a dollar amount suggested by the City Manager
 - o Staff are looking for Commission comments and advice in regards to a potential fall 2010 ballot question, discussion included the following:
 - Etten talked about how this is not the time frame that has been discussed and considered throughout the planning process. He is concerned that the Citizens of Roseville do not know what they will be voting for and that a referendum question(s) at this time short circuits the process. He believes that we should be looking at what citizens really want and involve them in the process further and that it is not appropriate to put a referendum question forward at this time.
 - Ristow and Azer agreed with Etten's comments.

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- Willmus reminded Commissioners that successful past bonding efforts have had a unified front and spent months getting information from residents and incorporating their thoughts into the process. He recognized that the Citizen Advisory Team intentionally set the implementation process aside to focus on creating a very good Master Plan that is reflective of the community. Because of this, there is not time to educate and inform the community by November of this year what that plan entails.
- Stark believes if the \$8 million referendum is supported by the vote it would be difficult to come back in the near future for additional funding for the rest of the Master Plan recommendations. In addition, if the referendum is not supported it would be detrimental to the future of the Parks and Recreation Master Plan.
- Willmus suggested that prioritization and vetting of items needs to take place.
- Etten mentioned that the Citizens of Roseville need to be engaged in the process of identifying the projects of support.
- Willmus sees the \$8 million referendum as a maintenance fix and not a parks and recreation system development plan.
- Azer has seen a lot of interest and enthusiasm for the implementation of the Master Plan and suggests a year of planning and informing could make a difference between good and great projects.
- Ristow suggested holding off on the referendum at this time.

Commission Recommendation: Motion by Ristow, amended by Willmus, seconded by Doneen that The Parks and Recreation Commission recommend to the Roseville City Council to hold off on putting a parks and recreation funding question on the November 2010 ballot. Further, the Commission supports the Citizen Advisory Team (CAT) in their effort to see the planning process through to the end and supports a future implementation process that incorporates the final Master Plan recommendations. Motion passed unanimously.

7. DIRECTORS REPORT

- o Brokke pointed out the local sales tax letter received by Commissioner Ristow from Representative Greiling. It has also been distributed to the City Manager and City Council. City Manager Malinen is part of a League of Minnesota Cities Committee on local sales tax.
- o 2011 Budget Update
 - o September 13 is deadline for the maximum levy to be set
 - o It is thought that the City Manager will be presenting his recommended budget on August 16.
 - o Etten commented on his interpretation and observations of the current budgeting process. The current system is not a ranking system as presented but rather more of a categorization where as a “5” represents only the need for public safety, a “4” represents the City’s financial responsibilities and “3, 2, 1” are used to identify services and mission. Because of the breakdown of categories, Parks and Recreation will not be well represented because the organization provides services but is not recognized for its contributions toward community safety. According to the ranking scale, parks and recreation cannot really receive more than a “3” ranking. Etten asked Commissioners to speak with the Council and push for better representation and systematic ranking in the budgeting process.
- o The Skating Center has been approached to host the Kellogg High School All School Reunion. The event is considered to be scheduled for July 2011. The organizing committee is looking to book the entire facility and hopes to have live entertainment outdoors and serve alcohol throughout the facility. Brokke asked the commission for their thoughts. Commissioners supported pursuing the event and also suggested a policy be considered for the use of alcohol beyond current guidelines.

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- o Recent wind storms have resulted in over \$15,000 in tree damage and clean-up expenses in Roseville parks. Jason Etten recognized Jeff Evenson and his staff for their quick and complete response to damages throughout the community.
- o Ramsey County is looking to repurpose some of its ice arenas, including Biff Adams, a facility used by RAYHA and RAHS hockey teams. Ice time availability for Roseville groups is has also changed at the Coliseum. This is an example of how quickly facility needs can change and the importance for a Master Plan that is fluid.
- o The tree inventory is progressing. The inventory of all boulevard trees is nearly completed, after the boulevard trees are completed staff and volunteers will move on to park trees. The updated ordinance will address whose responsibility it is to maintain boulevard trees in the future.
- o Staff are researching EAB treatments and are leaning toward a combined approach that uses an injection process on some and removal of the worst trees. An injector and a tested product called tree-age can be purchased in order to have the ability to perform the application in-house.

8. OTHER

- o Anfang reminded everyone of the Mosquito Bluegrass Jam and Youth Fishing Contest scheduled for Sunday, August 8 at the Frank Rog Amphitheatre.

Meeting adjourned at 9:45 pm

Respectfully Submitted,
Jill Anfang, Assistant Director