



AGENDA
December 4, 2017
VIDEO

PARKS AND RECREATION COMMISSION MEETING

7:00 p.m.

City Council Chambers
311 Vernon Street
Roseville, California

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES**
 - 3.1. November 6, 2017 Minutes
- 4. PUBLIC COMMENTS**
- 5. REQUESTS/PRESENTATIONS**
 - 5.1. Youth Commissioner Recommendation - Kathy Barsotti
Recommend commissioner for appointment
 - 5.2. Park Naming - Tara Gee
Review Committee recommendations
 - 5.3. Spotlight on Open Space Division - Brian Castelluccio, Michael Neumann
Overview on the Open Space / Urban Forestry functions
 - 5.4. Commissioner Recognition - Kathy Barsotti
Recognize outgoing youth commissioner
- 6. BOARD MEMBER / COMMISSIONER / STAFF REPORT**
 - 6.1. Updates and Reports from Department Staff
 - 6.2. Commission Question and Comments
- 7. ADJOURNMENT**



PARKS AND RECREATION COMMISSION

Title: November 6, 2017 Minutes

Meeting Date: 12/4/2017
Item #: 3.1.

ATTACHMENTS:

Description

November 6, 2017 Minutes



City of Roseville
Parks and Recreation Commission – **Minutes**
November 6, 2017

Commissioners Present: Matthew Bridge, Courtney Carpenter, Mike Esparza, Audrey Huisking, Doyle Radford Jr., Andraé Randolph, Roy Stearns

Absent Excused: Denis Nishihara

Staff Present: Dion Louthan, Parks, Recreation & Libraries Director
Alexa Pritchard, Recreation Superintendent
Kristi LaRoche, Recreation Supervisor
Scott Marchetti, Recreation Coordinator
Will Neville, Recreation Leader
Mike Christensen, Deputy City Attorney
Ellen Worland, Recording Secretary

I. ROLL CALL – Chair Huisking called the meeting to order at 7:00 P.M.

II. PLEDGE OF ALLEGIANCE – Commissioner Radford led all in the Pledge of Allegiance.

III. APPROVAL OF MINUTES – A motion to approve minutes for **October 2, 2017** was made by Commissioner Randolph; Commissioner Bridge seconded and the motion was passed unanimously.

IV. PUBLIC COMMENT – None.

V. SPECIAL REQUESTS/ REPORTS/ PRESENTATIONS

A. Youth Sports Coalition Projects – Alexa Pritchard

Ms. Pritchard introduced two items for approval to allocate resources from the Youth Sports Coalition (YSC) funds for improvement projects. The first project was for purchase of one storage unit at Maidu Park for the Maidu Little League (MLL). MLL paid a portion and is requesting reimbursement of \$3,104.27.

Motion: Commissioner Randolph moved to approve the reimbursement to Maidu Little League; Commissioner Stearns seconded and the motion passed unanimously.

The second project was for a new storage container at Royer Park for Roseville Pony Baseball. The total cost of reimbursement is \$976.98

Motion: Commissioner Carpenter moved to approve the reimbursement; Commissioner Randolph seconded and the motion passed unanimously.

B. Youth Commissioner Interview Panel – Kathy Barsotti

Mr. Louthan requested two Commissioners volunteer to sit on an interview panel to select a new Youth Commissioner for the 2018 calendar year. Commissioners Stearns and Radford volunteered.

Public Comments: None

Motion: Commissioner Randolph moved to approve Commissioners Stearns and Randolph to sit on an interview panel on behalf of the Commission to select a new Youth Commissioner; Commissioner Bridge seconded the motion and the motion passed unanimously.

C. Spotlight on Events – Kristi LaRoche

Ms. LaRoche, Recreation Supervisor, made a presentation on the Vernon Street Town Square (VSTS) Special Events and programs. She provided an overview of the 48 special events/programs which saw over 60,000 attendees in 2016. Ms. LaRoche then announced the upcoming holiday events. Commissioners commended staff on the presentation.

D. Spotlight on Aquatic Programs – Will Neville, Scott Marchetti, Kate Rebello

Scott Marchetti and Will Neville presented an overview of aquatic facilities, programs conducted and staffing involved in this division. Commissioners commended staff on the quality of the swim lesson programs.

VI. REPORTS / COMMENTS/ COMMISSION/STAFF

Updates and Reports from Department Staff

- Mr. Louthan informed the Commission of the CPAC meeting schedule.

Commission Questions/Comments

- Commissioner Huisking wished everyone a Happy Thanksgiving.

VII. Adjournment

*Motion to adjourn was introduced by Commissioner Carpenter; Commissioner Bridge seconded and the motion passed unanimously. The meeting adjourned at 7:35pm. The next meeting is scheduled on **December 4, 2017**.*

Respectfully Submitted,

Ellen Worland

Ellen Worland



PARKS AND RECREATION COMMISSION

Title: Youth Commissioner Recommendation - Kathy Barsotti

Meeting Date: 12/4/2017
Item #: 5.1.

ATTACHMENTS:

Description

Staff Report



COMMISSION COMMUNICATION

DATE: November 28, 2017

TITLE: Youth Commission Member Appointment Recommendation

CONTACT: Kathy M. Barsotti, Parks and Recreation Manager, 774 5955

Meeting Date: December 4, 2017

RECOMMENDATION

Approve the recommendation to request City Council to appoint Sana Zulfiqar as the Park and Recreation Youth Commissioner.

BACKGROUND

The position of Youth Commissioner for Parks and Recreation is a one-year term beginning with the January 2017 Commission Meeting. Currently, Courtney Carpenter holds this position, however the one year term will expire effective December 31, 2017. Courtney is not eligible to reapply for a second one-year term, as she is a senior and will graduate from Roseville High School in May 2018. The City Clerk's office received two applications. One applicant declined to interview as she was offered and accepted the Grants Youth Commissioner position.

On November 27, 2017 department staff, Commissioners Roy Stearns and Courtney Carpenter, interviewed the one remaining candidate. The panel agreed that Sana Zulfiqar will be a great addition to the Commission and should be forwarded to City Council for approval. Sana is currently a junior at Granite Bay High School. She has volunteered as a tutor in the Library for the past 5 years and is interested in learning more about the Parks, Recreation & Libraries Department.

Sana is interested in serving on the Parks and Recreation Commission because she wants to share her opinions and listen to others, as well. She also shared that she would like to see more programming for teens and young adults. The appointment is contingent on approval from the City Council.

FISCAL IMPACT

There is no fiscal impact to this action.

RECOMMENDATION

Approve the recommendation to request City Council to appoint Sana Zulfiqar as the Parks and Recreation Youth Commissioner.

Respectfully Submitted,

A handwritten signature in blue ink that reads "KMBarsotti".

Kathy Barsotti, Recreation Manager

Approved:

A handwritten signature in blue ink, appearing to read "Dion Louthan".

Dion Louthan, Director



PARKS AND RECREATION COMMISSION

Title: Park Naming - Tara Gee

Meeting Date: 12/4/2017
Item #: 5.2.

ATTACHMENTS:

Description

Staff Report

Commission Communication

DATE: November 21, 2017

TITLE: Park Name Recommendations

CONTACT: Tara L. Gee, Park Planning & Development Superintendent/774-5253

Meeting Date: December 4, 2017

SUMMARY RECOMMENDATION

Approve the following names for the noted new parks; and forward your recommendation on to the City Council for formal approval.

- RG Phillips Park for F-52, a 6 acre neighborhood park adjacent to open space off of Old Coach near Angus in West Roseville
- Richard & Pauline Roccucci Park for W-51, a 6 acre neighborhood park adjacent to open space off of Symphony and Octave near Westbrook Blvd. in West Roseville
- Village Center for the park site at the Village Center, a 3 acre site off of Pleasant Grove Blvd across from St. John's Church in West Roseville
 - o Name the walkway system, "Nela's Walk"
- Pistachio Park for F-56, a 44 acre city-wide park site adjacent to the future West Roseville High School site. This site also contains the Historic Fiddymment House
- Denio Family Park for F-54, a 74 acre city-wide park site with designated Preserve area along the creeks, between Blue Oaks Blvd, Hayden Parkway and Fiddymment Road in West Roseville

BACKGROUND

Advertisement for names for the above parks occurred in August 2017. The advertisement period extended for six (6) weeks. The Subcommittee met on October 17, 2017 to review the name submissions along with names on the "active" from last year. "Active" are those names received the year prior and not selected.

The policy allows for certain park amenities to be named after individuals as the Subcommittee deems appropriate. The recommendation to posthumously name the walkway system at the Village Center recognizes the innovative efforts by Senior Planner, Nela Luken, introducing a comprehensive paseo system for pedestrian and bicycle circulation that winds through the West Roseville specific plan. The paseo concept has been carried forward in the Sierra Vista, Creekview and Amoruso Ranch specific plans. In addition, Nela was the project manager of seven specific plans and was instrumental in designing the Village Center land use plan, which won awards for being consistent with the Sacramento Area Council of Governments (SACOG) Blueprint Scenario as a mixed use-walkable community designed around an urban park. Therefore, it is appropriate that she be recognized for her efforts associated with the Village Center.

Consistent with policy, a short list of names will be forwarded for recommendation to the City Council, upon review and approval by the Parks & Recreation Commission. This year, the Subcommittee elected to forward only one name recommendation for each the new park.

Names not selected for recommendation will remain on the “active” list for one year. Names submitted during this latest advertisement are attached.

FISCAL IMPACT

Park identification signs for new parks will be included in the construction budgets of each park.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). The naming of parks and/or park facilities does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,



Tara L. Gee, Park Planning & Development Superintendent



Dion Louthan, Parks, Recreation & Libraries Director



PARKS AND RECREATION COMMISSION

Title: Updates and Reports from Department Staff

Meeting Date: 12/4/2017
Item #: 6.1.

ATTACHMENTS:

Description

Updates and Reports

New Parks Under Design or Construction Document Development

W-50B Neighborhood Park Site: (Astill): A Park Development Agreement Amendment to transfer construction responsibilities from Pulte Homes to the City is slated for Council review and approval at the December 20, 2017 meeting. Target to start construction has been moved to Spring 2018, with the bid period opened in December 2017.

Sierra Crossing (W-50A) School/Park: Construction document preparation is underway. Start of park construction is Spring 2018.

F-56 City-wide Park Site: A Request for Qualifications/Proposal for CEQA consultant is underway. CEQA is estimated to take 6 months to complete. The CEQA document and master plan will be brought before Council at one time.

F-52 Neighborhood Park Site: This 6 acre site is located in the Fiddymen Ranch area of West Roseville. An initial public workshop has been conducted with a follow up workshop slated for early January.

W-51 Neighborhood Park Site: This 5 acre site is located in West Roseville off of Pleasant Grove. The first public workshop is scheduled for December 5, 2017.

Village Center: This 3 acre site has completed the second public workshop. The two week write-in period is slated to begin in early December.

Parks Out to Bid or Under Construction

Laurel T Stizzo (F-50) Park: This park is under construction. The establishment period is anticipated to begin in late December/early January.

New Parks Dedicated

Turn-Key at Stone Point (Patricia Kennedy): This 3 acre neighborhood park is now open. The formal dedication will occur in the Spring.

F-96 Pocket Park (Elizabeth Jane Fiddymen) The dedication date was held on October 21, 2017.

Rehabilitation Projects

Roseville Aquatics Complex Pool Replaster and Deck Repair: Repair work is nearing completion. The original completion date was early Spring 2018. Work



may be completed ahead of schedule, possibly January 2018.

Item to Note:

The contractor pre-qualifications process began in October. Questionnaires are due in early December. Review of the submittals will occur in December with a new pre-qualified list available for specific projects to be constructed during 2018. The list is valid for the 2018 calendar year.

A Message from Park Operations - DJ Ritz

The holiday season has arrived and the Park Maintenance team is busy setting up for all of the activities on the way. We are working behind the scene to help with everything planned for the holidays from Turkey Trots to holiday parades, from tree lighting ceremonies to the Tree Grove event.

We are fitting all of the event preparations in between our usual seasonal duties of cleaning up leaves, getting our pre-emergent out in the landscapes to combat the rains, seeding our soccer fields and removing goals as the season ends.

A couple of projects we are accomplishing in between rain events are renovating some infield lips at Maidu softball fields, and Veterans South softball field. We also completed resealing the concrete in Town Square.

Wishing everyone a happy holiday season!

Graffiti & Vandalism

Graffiti	# of Incidents
Total	\$0.00

Vandalism	Cost
Total	\$0.00

**FY2017-18 Graffiti & Vandalism
Total : \$7,265.00**

Holiday Tree Installation Vernon Street Town Square



November in Review

Adult Sports

November is an exciting month for the Adult Sports team as we begin the transition away from softball for a few month and the participation numbers in our other four sports (basketball, flag football, soccer, volleyball) grow and step to the forefront. Our adult drop-in soccer program continued on this month and will run through the middle of December. We continue to average about 35 participants per night at drop-in soccer. We are currently prepping info pieces to send to our teams on the new way to register for Adult Sports that will kick off in December.

Adult Programming

Adult programs did great in November. We took 15 FAB members to see the Carole King Beautiful musical at the Sacramento Convention Center. We also took a trip to Sausalito that was rescheduled from October due to poor air quality from the fires. We have had extensive growth in our game activities and Pickle Ball. Our Monday Movies has also grown with almost 40 people attending. Lunch Bunch had 18 people in attendance at Ettore.

Youth Programming

Fall programs are doing great! We are finishing up most classes before heading into the holiday event week. Overall, we are over \$111,000 with a month of class still to go!

October Comparisons

Adult Sports

	Rev.	Exp.
2017	\$ 21,980	\$32,045
2016	\$ 24,429	\$35,882
<i>* note that numbers fluctuate each year based on when leagues start.</i>		

Adult Programming

	Rev	Exp
2017	\$6,103	\$16,362
2016	\$8,034	\$16,558

Youth Programming

	Rev	Exp
2017	\$60,869	\$33,659
2016	\$55,298	\$33,298

What's Happening in December

Adult Programming

12/13 FAB Trip– Victorian Christmas in Nevada City

12/15 Lunch Bunch at Venita Rhey's in Rocklin (with shopping at Pottery World)

SEA

Fitness membership revenue took a slight drop this month, the MSIP memberships have yet to show a consistent trend since the fee increases in January 2017. Swim lesson numbers continue to climb and this fall we were fortunate to have enough available swim instructors to handle the demand. The 5th Annual Floating Pumpkin Patch was held the end of October with over 630 participants and a total of 400 pumpkins picked. This event continues to be a favorite with both the customers and staff. It included arts and crafts, carnival games, bounce houses and reading with a mermaid.

Staff will begin the rehiring process of returning summer staff the end of December/early January. New summer staff recruitments will begin the end of January.

The RAC project has stayed on schedule, but has been recently stalled by the rains of the last week or two. Staff is still confident that the RAC will be ready to go by the end of March/early April at the latest.

LAND

Rental revenues increased this month due to an additional rental in the gym this month compared to last year. Fitness membership revenue dipped slightly due to the monthly EFT memberships being low. Last year in October the EFT memberships were at 159, this year they are at 120. Overall the RSC memberships have rebounded from the three month dip that was experienced with the fee increases in January 2017. Staff is currently working on a Zumba Glow event that will be held in January.

The Stats...

MSIP Swim Lessons Participants/Waitlist

Oct. 2016 - 467/762

Oct. 2017 - 509/652

MSIP Fitness Membership Revenue

Oct. 2016 - \$19,330

Oct. 2017 - \$18,341

RSC Fitness Membership Revenue

Oct. 2016 - \$28,931

Oct. 2017 - \$27,978

Roseville Sports Center Rental Revenue

Oct. 2016 - \$8,250

Oct. 2017 - \$9,434

Staff Spotlight...

Meet Jessica Martin - Assistant Pool Manager

Jessica has worked in the Aquatics Division since May 2010. She loves working for the PRL Department because it is such a fun environment and rewarding; both making a difference in the lives of patrons and building relationships with coworkers that are equally motivated and enthusiastic. Jessica has gotten involved outside of the Aquatics Division, by becoming a committee member on the Breakfast with Santa event. She is very excited to be one of Santa's elves. Jessica plans to continue to work for the Department as she finishes up college, and after that who knows.



Adventure Club

The Holiday Spirit

Many of our Adventure Club programs will be busy spreading goodwill and cheer this Holiday season. Community outreach and giving campaigns are one of our core curriculum standards and the Holiday season is a perfect time to instill community and helping others for our kids. Here are some of the examples of various sites and the programs that they are getting their kids involved in:

Coyote Ridge: Friendsgiving Feast & Food Box Campaign

Heritage Oak: Friendsgiving Feast & Food Box Campaign

Spanger: UC Davis Children's Hospital Toy Drive benefiting the Child Life Program

Vencil Brown: UC Davis Children's Hospital Toy Drive benefiting the Child Life Program

Thomas Jefferson: UC Davis Children's Hospital Toy Drive benefiting the Child Life Program

Kaseberg: Adopt-a-Family & Food Box Campaign

Diamond Creek: Adopt-a-Family & Food Box Campaign

Crestmont: Adopt-a Family & Dollar Drive for Circle of Sisters (benefiting girls and women in 3rd World Countries)

Coyote Ridge "Friendsgiving"



GOLF ROSEVILLE

WOODCREEK & DIAMOND OAKS



Golf Trends: Sept Rounds

	2016	2017
Diamond Oaks	5,704	4,851
Woodcreek	3,710	3,652

SRI, Golf designed our new golfroseville.com website that went live in late October. The new site features new graphics, an online store, and an easy to navigate tee time reservation system.

Foot Truck Cinema's **HOCUS POCUS** had record breaking attendance of 1,400 people!

Woodcreek will host a **Customer Appreciation Party** on December 22nd.

Turkey Trot

On Thanksgiving, race, run, jog or even crawl at this year's Turkey Trot. Avoid the traffic and crowds of other races and take part in this year's race featuring a 5K and 10K route.

As of November 20, almost 2500 registered, with less than 100 spots remaining for last minute registration. This popular event is a holiday staple in the downtown.



Comedy Night– Save the Date

Save the date for a comedy show featuring Preacher Lawson, a finalist from America's Got Talent.

Friday, February 9, at 8 pm

Location: Roseville Theater

Tickets available for purchase:

www.roseville.ca.us/events

Downtown Holiday Celebration

This is the week where the holidays come alive in downtown Roseville.

Monday, 11/27– *Holiday Storytime*
6:00-6:45 pm

Tuesday, 11/28– *Santa's Tavern*
6:00-8:00 pm

Wednesday, 11/29– *Tree Grove*
6:00-7:30 pm

Thursday, 11/30– *Tree Lighting*
6:00-8:00 pm

Friday, 12/1– *Friday Flicks: The Santa Clause*, 6:30 pm

Saturday, 12/2– *Breakfast with Santa*, at the Sports Center

Holiday Craft Fairs at Maidu Community Center and Maidu Museum and Historic Site



Upcoming in December

Vernon Street Town Square / Downtown Events

12/1	Friday Flicks: The Santa Clause
12/2	Breakfast with Santa & Holiday Craft Fairs
12/5-12/14	Neighborhood Santa
12/14	Food Truck Mania

For additional details see www.roseville.ca.us/events