CITY OF ROSEVILLE CALIFORNIA

AGENDA

September 14, 2020

SPECIAL MEETING
PARKS & RECREATION COMMISSION MEETING
6:00PM
Council Chambers
311 Vernon Street
Roseville, California
www.roseville.ca.us

To help minimize the spread of COVID-19, members of the public may not attend in person, but may view the meeting on Comcast channel 14, Consolidated Communications channel 73, and AT&T U-Verse. Parks and Recreation Commission meetings are also video streamed live and are available on the City's website and YouTube channel. Members of the public may offer public comment by the following means:

Dial in Phone Number: 916-774-5353
Email: publiccomment@roseville.ca.us

If you need a disability-related modification or accommodation to participate in this meeting, please contact Voice: 916-774-5200, TDD: 916-774-5220. Requests must be made as early as possible.

THE CITY OF ROSEVILLE WELCOMES YOUR PARTICIPATION

If an agenda item is open to public comment, such public comment shall be addressed to the chair of the meeting.

Public Comment - Speakers have three minutes under Public Comment to speak on issues that are not listed on the agenda and are within the City's jurisdiction. The Brown Act does not permit any action or discussion on items not listed on the agenda.

Consent Calendar - If applicable, the Consent Calendar consists of routine items that may be approved by one motion. Any person can remove an item from the Consent Calendar to be discussed separately.

Agenda Items - Speakers have five minutes to address items that are listed on the agenda.

Americans with Disabilities Act - Notify the City Clerk or Secretary at least 72 hours in advance if special assistance is required to participate in a meeting including the need of

auxiliary aids or services.

Audio/Visual Presentations - If making a presentation regarding an agenda item, audio/visual materials must be submitted to the City Clerk or Secretary at least 72 hours in advance.

Roseville City Clerk 311 Vernon Street, Roseville, CA 916-774-5200 TDD 916-774-5220

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS

5. MEETING MINUTES

5.1. Draft Meeting Minutes - March 2 2020

Review and approve minutes of the March 2, 2020 Parks & Recreation Commission meeting

6. REQUESTS/PRESENTATIONS

6.1. Master Plan Review - F-94 Pocket Park - Tara Gee

Review and approve the master plan for F-94 pocket park

6.2. Master Plan Review - W-50C - Tara Gee

Review and approve W-50C master plan

6.3. Saugstad Park - Re-envisioning Plan - Tara Gee

Review and approve the re-envisioning plan for Saugstad Park

6.4. Youth Sports Coalition - Project Funding - Granite Bay Football Club - Jill Geller

Approve the project funding for Granite Bay Football Club

7. BOARD MEMBER / COMMISSIONER / STAFF REPORT

8. ADJOURNMENT

PARKS AND RECREATION COMMISSION COMMUNICATION

Title: Draft Meeting Minutes - March 2 2020
Contact:

Meeting Date: 9/14/2020
Item #: 5.1.

ATTACHMENTS:

Description

Draft Minutes March 2 2020

MINUTES
March 2, 2020

PARKS & RECREATION COMMISSION MEETING
6:00 P.M.
Council Chambers
311 Vernon Street
Roseville, California
www.roseville.ca.us

VIDEO 1. CALL TO ORDER

Chair Esparza called the March 2, 2020 meeting of the Parks and Recreation Commission to order at 6:00P.M.

Absent: Huisking

VIDEO 2. ROLL CALL

Members present: Bridge, Esparza, Golka, Nishihara, Randolph, Souchek, Stearns
Absent excused: Huisking

VIDEO 3. PLEDGE OF ALLEGIANCE

Commissioner Golka led all in the Pledge of Allegiance.

VIDEO 4. PUBLIC COMMENTS

None.

VIDEO 5. MEETING MINUTES

Draft meeting minutes of February 3, 2020 Commission meeting.

Motion by Andrae Randolph, seconded by Regina Souchek, to approve the meeting minutes of the February 3, 2020 Parks and Recreation Commission meeting. The Motion Passed.

Roll call vote: Ayes: Bridge, Esparza, Golka, Nishihara, Randolph, Souchek, Stearns

Absent: Huisking

6. REQUESTS/PRESENTATIONS

VIDEO 6.1. Youth Sports Coalition - Administrative Standards Update - Kristi LaRoche

Approve the update to the Youth Sports Coalition meeting procedures outlined in Administrative Standards

Ms. LaRoche presented a recommendation to amend the Youth Sports Coalition (YSC) meeting procedures contained in the City of Roseville's Administrative Standards for City Council/Boards and Commissions. Ms. LaRoche provided the background for the changes and the support from the YSC to do so (November 14, 2019 meeting). Language regarding fees will be moved to the Parks, Recreation & Libraries Department Athletic Field/Facility Use and Allocation Policy document.
Commissioners had questions regarding distribution of fees and allocations for the improvement projects.

Motion by Denis Nishihara, seconded by Roy Stearns, to approve the Youth Sports Coalition's recommendation to amend the Supplemental Meeting Procedures in the City of Roseville Administrative Standards for City Council/Boards and Commissions, and recommend that City Council adopt the proposed amendments. The Motion Passed.

Roll call vote: Ayes: Bridge, Esparza, Golka, Nishihara, Randolph, Souchek, Stearns

Absent: Huisking

VIDEO 6.2. Northwest Landscape and Lighting District: Update - Tara Gee

Status update on Northwest Landscape and Lighting District (NWLLD) process

Ms. Geller and Ms. Gee provided an informational presentation regarding the Northwest Landscape and Lighting District (NWLLD) and discussed efforts which could provide opportunities to improve street landscapes and neighborhood parks within the District. The assessment for the District has not changed in 30 years and has been at $100.00 since established in 1989. Much of the landscaping has reached its end of life and irrigation is broken or in bad repair. Repairs are only made based on safety issues and funding availability. Staff discussed proposals to increase the assessment and what improvements could be made if residents in the District approve an increase.

Public Comments - none

Commissioners had questions regarding resident participation, City cost to ballot, other district ballots, sunset date for the increase to the assessment, escalation factor and City communication efforts to residents in the District. Informational item only - no action required by the Commission.

VIDEO 7. BOARD MEMBER / COMMISSIONER / STAFF REPORT

Ms. Geller announced the Community Open Houses being held on March 12th at Riley Library and the Maidu Community Center from 5pm - 7pm. The Open Houses will serve as informational sessions for residents to meet with staff and get to know the Departments and provide input on the City Budget.
Ms. Barsotti informed the Commission of the 10th Anniversary Celebration of the Maidu Museum & Historic Site, as well as updated them on upcoming events. Events can be found on the City website www.roseville.ca.us/events

VIDEO 8. ADJOURNMENT

Motion by Andrae Randolph, seconded by Denis Nishihara, to adjourn the March 2, 2020 meeting of the Parks and Recreation Commission. The Motion Passed.

Roll call vote: Ayes: Bridge, Esparza, Golka, Nishihara, Randolph, Souchek, Stearns

Absent: Huisking

PARKS AND RECREATION COMMISSION COMMUNICATION

Title: Master Plan Review - F-94 Pocket Park - Tara Gee
Contact:

Meeting Date: 9/14/2020
Item #: 6.1.

ATTACHMENTS:

Description

Master Plan - F-94 Pocket Park

CITY OF ROSEVILLE CALIFORNIA

Commission Communication

DATE: September 8, 2020

TITLE: APPROVE THE MASTER PLAN FOR F-94 POCKET PARK

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

Meeting Date: September 14, 2020

SUMMARY RECOMMENDATION

Approve the master plan for the F-94 pocket park in West Roseville and forward the plan to the City Council, pending completion of the environmental clearance, for final approval.

BACKGROUND

This 1.5 acre park site is located in the West Roseville area off of North Hayden Parkway near Holt Parkway.

The master plan proposes a design that offers a children's play and swing area, a covered picnic area, open turf, and a perimeter walkway. An amenity that is unique to this park is an area where a variety of concrete spheres is located. This is a "free play" area with spheres ranging from 12", 18" and 24" high. Children can safely climb, sit or crawl on these as a part of imaginary play.

The developer, Taylor Builders, will be constructing the park "turn-key" and would like to begin construction in Spring 2021.

Use of Pre-Qualified Contractors

Over the last seven years, the Department has utilized a pre-qualification process to review and accept qualifications of contractors and subcontractors. Staff has sought project specific approval from the City Council to advertise, assess and accept qualifications based on guidelines provided by the State Department of Industrial Relations. This process has ensured quality projects with experienced and financially viable companies while maintaining competitive pricing. The pre-qualified list of contractors and subcontractors will be provided to the Developer for this project.

FISCAL IMPACT

Pocket parks within the Fiddyment Farm area utilize private funding. Since the neighborhood park requirements are fulfilled, no fee credits are applied to pocket parks.

Once the park is constructed, the park will be deeded to the City. Maintenance costs would be approximately $10,000/year. The funding source for maintenance is provided through the West Roseville Community Facilities District for Service.

ENVIRONMENTAL REVIEW

Environmental review is underway.

RECOMMENDATION

Approve the master plan for the F-94 pocket park site in West Roseville and forward the plan to the City Council, pending completion of the environmental clearance, for final approval.

Respectfully Submitted,

Tara L. Gee, Park Planning & Development Superintendent

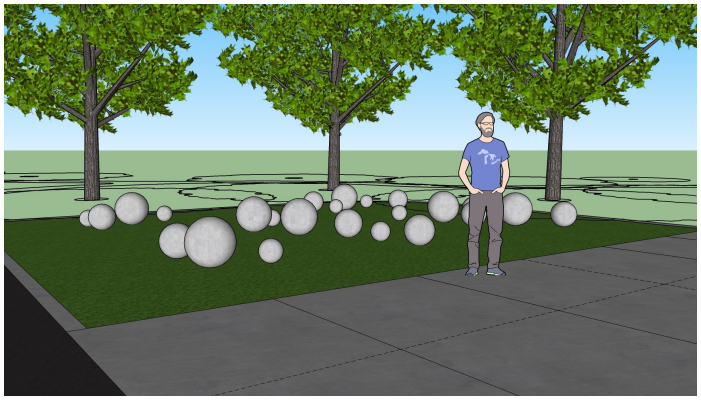
APPROVED

Jill Geller, Parks, Recreation & Libraries Director

Attachment: F-94 Pocket Park Master Plan

Example

Sketch for the park



PARKS AND RECREATION COMMISSION COMMUNICATION

Title: Master Plan Review - W-50C - Tara Gee
Contact:

Meeting Date: 9/14/2020
Item #: 6.2.

ATTACHMENTS:

Description

W-50C master plan

Commission Communication

DATE: September 8, 2020

TITLE: APPROVE THE MASTER PLAN FOR W-50C NEIGHBORHOOD PARK

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

Meeting Date: September 14, 2020

SUMMARY RECOMMENDATION

Approve the master plan for the W-50C neighborhood park in West Roseville and forward the plan to the City Council, pending completion of the environmental clearance, for final approval.

BACKGROUND

This 1.2 acre park site is located in the West Roseville area off of Westbrook Drive off of Castle Rock Way at Garland Drive.

Public Outreach

Public workshops were held on October 29, 2019 and December 17, 2019. Additionally, the two week write-in period was opened from March 16 through 30, 2020. Five comments were received during this comment period and included general support for the plan, feedback on the orientation of the half court for basketball and connections of the pathways. After the close of the comment period, one email was received on April 7, 2020 asking for a larger half court for basketball. This email represented ten families.

Master Plan Proposal

The master plan proposes a design that offers a children's play and swing area, a covered picnic area, open turf, an interior "trike track" , two bocce ball courts, a half court for basketball and a perimeter walkway.

In response to feedback:

- The orientation of the half court is north/south consistent with best practices for sports courts;
- We will be reviewing the goal location/alignment of the half court for basketball at the time construction documents are being prepared;
- The current master plan meets the existing budget. During the construction document preparation, we will review costs, determine if we can enlarge the half court for basketball and look at potentially including it in the plans as an add alternative in the event we receive competitive bids;
- The southwest pathway connection was moved to the southeast corner (mentioned at the December 2019 meeting);
- The northeast corner remains as is based on feedback from the residents in the northwest corner who utilizes this corner for active play. The park is 170 feet wide from corner to corner and does not present a lengthy distance. Additionally, the turfed areas do not prevent access into the park on any portion of the park.

The target schedule is late Spring 2021.

Use of Pre-Qualified Contractors

Over the last seven years, the Department has utilized a pre-qualification process to review and accept qualifications of contractors and subcontractors. Staff has sought project specific approval from the

City Council to advertise, assess and accept qualifications based on guidelines provided by the State Department of Industrial Relations. This process has ensured quality projects with experienced and financially viable companies while maintaining competitive pricing. The pre-qualified list of contractors and subcontractors will be provided to the Developer for this project.

FISCAL IMPACT

Development funds have been collected through the West Roseville Neighborhood Park Development Fund. The total budget for the park, including soft costs is $850.000. Maintenance costs are approximately $10,000/year. The funding source for maintenance is provided through the West Roseville Community Facilities District for Service.

ENVIRONMENTAL REVIEW

Environmental review is underway.

RECOMMENDATION

Approve the master plan for the W-50C neighborhood park site in West Roseville and forward the plan to the City Council, pending completion of the environmental clearance, for final approval.

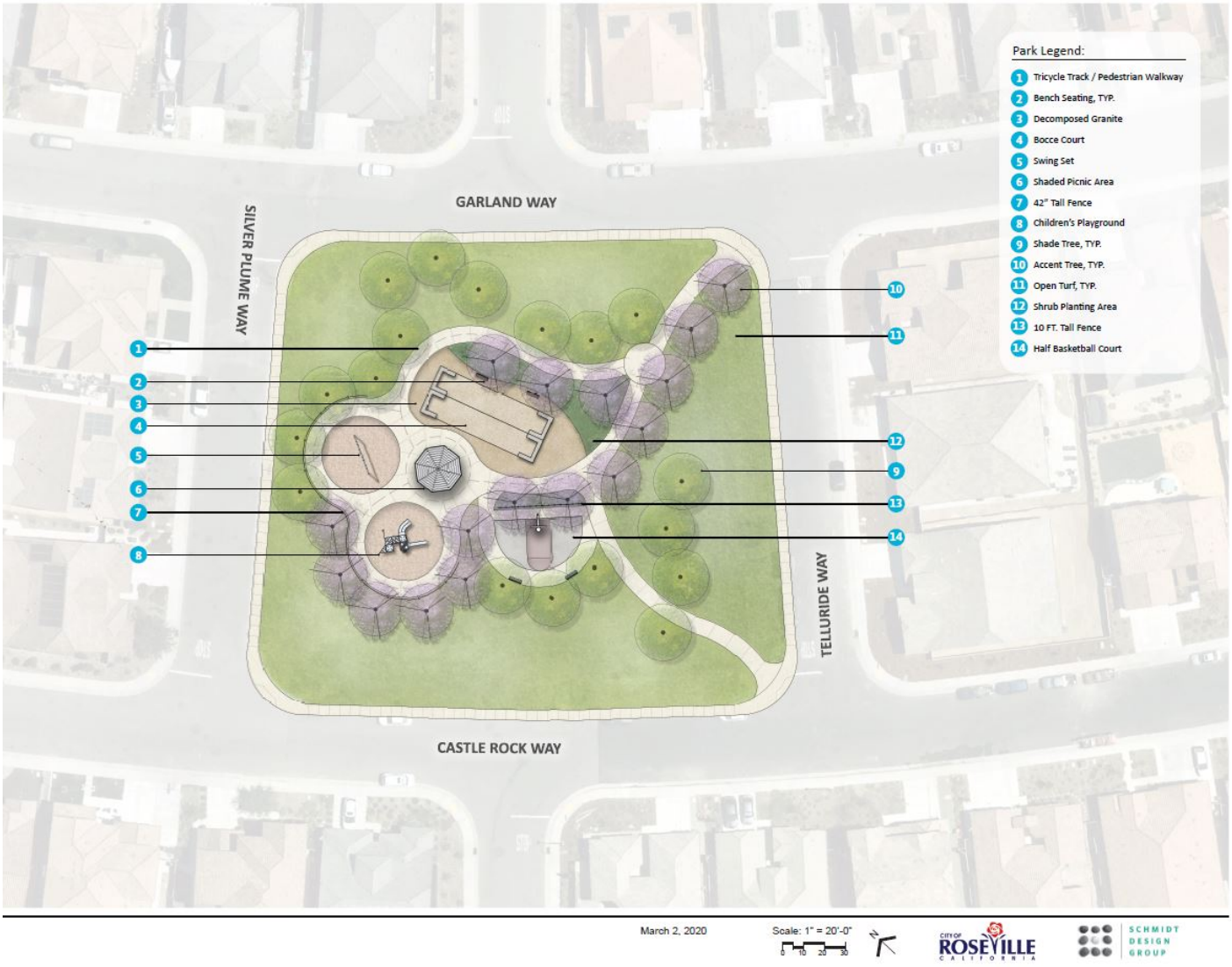
Respectfully Submitted,

Tara L. Gee, Park Planning & Development Superintendent

APPROVED

Jill Geller, Parks, Recreation & Libraries Director

Attachment: W-50C Neighborhood Park Master Plan



PARKS AND RECREATION COMMISSION COMMUNICATION

Title:	Saugstad Park - Re-envisioning Plan - Tara Gee
Contact:	

Meeting Date: 9/14/2020
Item #: 6.3.

ATTACHMENTS:

Description

Saugstad Park - Re-envisioning Plan

CITY OF ROSEVILLE CALIFORNIA

Commission Communication

DATE: September 8, 2020

TITLE: APPROVE THE RE-ENVISIONING PLAN FOR SAUGSTAD PARK

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

Meeting Date: September 14, 2020

SUMMARY RECOMMENDATION

Approve the Saugstad Park Re-envisioning Plan and forward the plan to the City Council, pending completion of the environmental clearance, for final approval.

BACKGROUND

Saugstad Park is a 17 acre park site located on the south side of Douglas Boulevard and across from Royer Park. Saugstad Park is built over an old landfill and is almost completely within the Dry Creek flood plain. Many constraints related to both the landfill and flood plain limits the City's ability to add or replace aging park amenities and infrastructure.

The Saugstad property was acquired from Mrs. Mildred Saugstad Wareing in 1959. In the Fall of 1959, the Roseville City Council voted to begin landfill operations at this location. In 1967, the City Council voted to discontinue the landfill operations at this location, to resume landfill activities at the Berry Street location and to utilize the site as a future park. Saugstad Park was developed shortly thereafter.

The park currently has a restroom, two lighted baseball fields, a picnic area, a fenced dog park, two parking lots – one which, is primarily used as a park n ride lot, and a bike trail. Over the past decade or more, the finish grades of the park began to settle and many areas within the baseball fields have become cause of concern related to safe play. Staff addressed this by filling spots within the turf, but with the frequency and ongoing attention needed, has been unable to permanently address this due to restrictions related to the landfill. Approximately eight years ago, the creek bank eroded and landfill materials were not only exposed, but some were swept downstream. Also, approximately five years ago, a portion of the storm drain at the park underwent repairs due to a leak. As time has passed, due to safety, many components of the play structure have been removed.

Because of the age of the landfill, and restrictions associated with the landfill and flood plain, it has been a challenge to fully address the maintenance and rehabilitation needs of the park.

Landfill Investigation

In collaboration with the Environmental Utilities (EU) Department, investigation of the landfill at Saugstad Park began in early 2019. Jacobs Engineering Group, Inc, was hired to perform historical and field investigation related to the landfill. The goal was to determine the actual footprint of the landfill, the type of material contained within the landfill and the cost to remove the material.

Jacobs has completed:

1. Historical research regarding the origination of the landfill.
2. Sonar investigation – Radar or "X-ray type" overview to determine locations throughout the park showing where underground material is clustered.
3. Potholing – Digging out of landfill material in areas shown to have clustered underground material.
4. Laboratory Analysis – Analysis of the material removed to determine what is contained within the landfill and if there are signs of any hazardous material.

The results thus far shows no hazardous material, which is positive news. In mid-September, Jacobs will be providing a cost to completely remove the landfill material for EU's consideration. The benefit of completely removing the landfill for EU will eliminate annual monitoring and costs related to this location. If EU moves forward with the landfill removal, new, clean fill material will be brought back on site. The benefit to Parks, Recreation & Libraries will be a clean site, which is an opportunity to re-envision the park and to grade it in a way that can

remove a large portion of the park to be above the flood plain. The benefit to the community will be a re-activated park space with destination type park amenities that address gaps within our park inventory.

Proposition 68 Competitive Grant

Under Proposition 68, many grant programs have been established. Currently, the State-wide Park Development and Community Revitalization Program is offering grants on a competitive basis, in the amount of up to $8 million per project. The average award during the last round of grants is $4 million. Eligible projects are required to address the underserved in either parkland or income level. Based on a required half mile radius, Saugstad Park serves an underserved community based on income. While it could be said that the park has a high park acreage per population, more than a third is unusable due to either creekway or slopes. Staff feels that this project can be competitive in the pursuit of grant monies.

Public Outreach

The grant requires at least five public outreach efforts starting no earlier than 2018. Staff conducted the following:

1. Meeting with the Cherry Glen Neighborhood Association on March 28, 2019
2. Public input during the Johnson Pool Re-dedication and Family Swim Night on August 6, 2019
3. A survey with the neighborhood through Survey Monkey in November 2019
4. A virtual meeting with the Neighborhood Association on August 26, 2020
5. A two week-write in period from August 17, 2020 to August 31, 2020
6. Parks & Recreation Commission meeting on September 14, 2020

Re-envisioning Plan

Saugstad Park's location is ideal for destination-type park amenities. This is due to the existence of parking lots as well as the distance from any neighbors. The slopes, creek and trees line creates a buffer from the park and residences. The Re-envisioning Plan proposes four lighted full basketball courts, a relocated fenced dog park, a fitness pod, a new restroom, covered picnic areas, a large skate track, four lighted pickle ball courts, the bike trail, a perimeter walking loop and a detention basin with a soccer field within. The detention basin will create a temporary water storage area when there is a 100 year flood event, but would otherwise remain dry. By creating a temporary water storage area, the front portion of the park can be graded to be above the flood plain and allow for more variety of park amenities that would otherwise be prohibited. Also, the parking lots will be replaced and ADA improvements incorporated.

The plan is predicated on the removal of the landfill material.

The grant application is due December 2020. Grant awardees will be notified in March 2021. If awarded, the project must be completed by December 2024.

FISCAL IMPACT

The grant request will seek approximately $4 million. No local match is required. Upon completion, park maintenance will continue to be allocated through the General Fund.

ENVIRONMENTAL REVIEW

Environmental review will begin based upon EU's decision to remove the landfill.

RECOMMENDATION

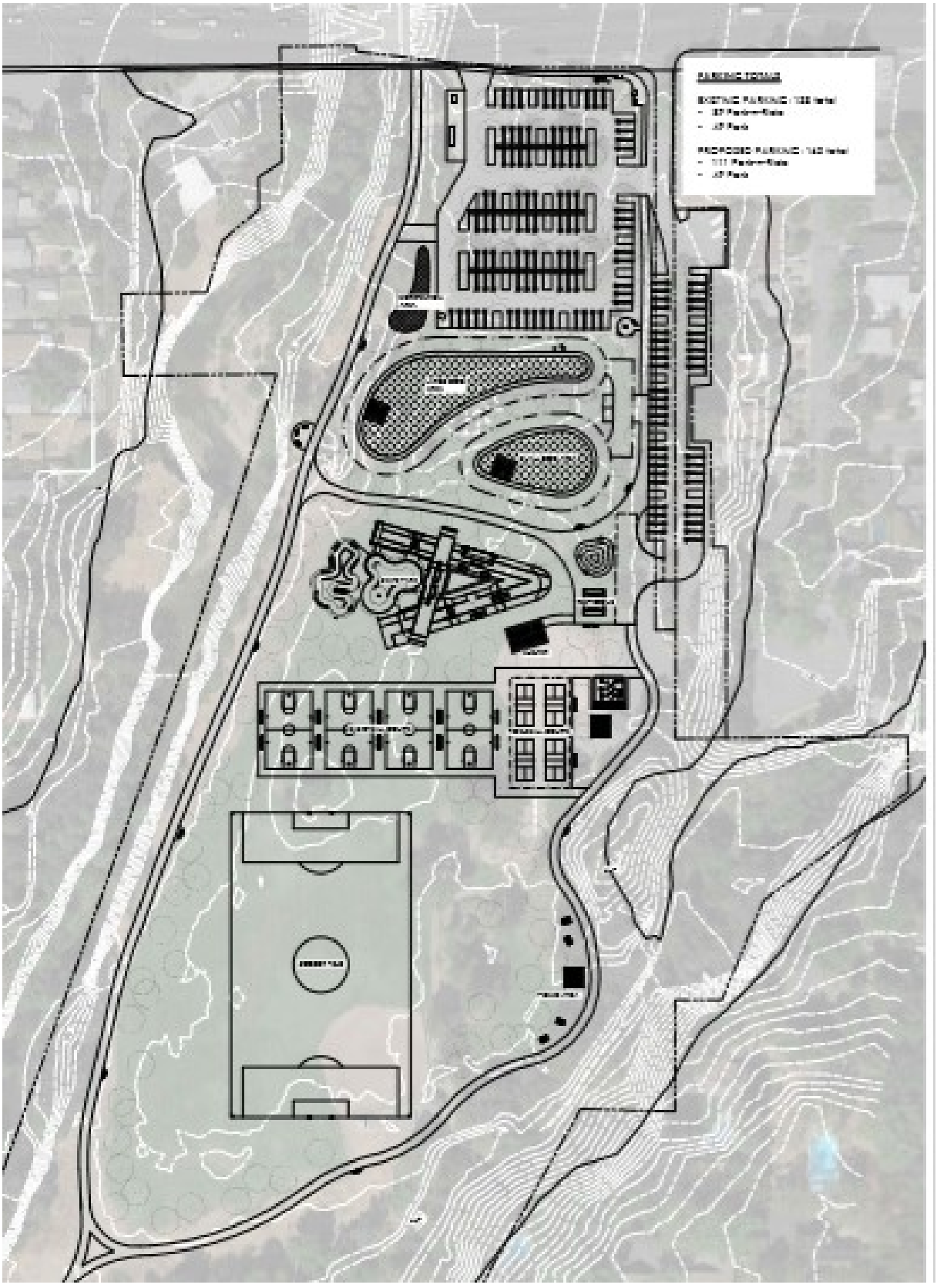
Approve the Saugstad Park Re-envisioning Plan and forward the plan to the City Council, pending completion of the environmental clearance, for final approval.

Respectfully Submitted,

Tara L. Gee,
Park Planning & Development Superintendent

Jill Geller, Parks, Recreation & Libraries Director

Attachment: Saugstad Park Re-envisioning Plan



PARKS AND RECREATION COMMISSION COMMUNICATION

Title:	Youth Sports Coalition - Project Funding - Granite Bay Football Club - Jill Geller
Contact:	

Meeting Date: 9/14/2020
Item #: 6.4.

ATTACHMENTS:

Description

YSC Project Funding - GBFC

COMMISSION COMMUNICATION

DATE:	**September 4, 2020**
TITLE:	**Roseville Youth Sports Coalition – Project Funding Approval**
CONTACT:	**Kristi LaRoche, PRL Superintendent, 774-5962**

Meeting Date: September 14, 2020

SUMMARY RECOMMENDATION

Recommend that the Parks and Recreation Commission approve the Youth Sports Coalition's (YSC) recommendation to allocate resources from the YSC portion of funding to Granite Bay Football Club (GBFC) for improvements to the fields at Maidu Park. The total amount requested by GBFC is $28,625.

BACKGROUND

The Roseville Youth Sports Coalition (YSC) is a unique partnership between local independent youth sports providers and the City of Roseville. The youth sports partners provide athletic activities, opportunities and competition for participants, and the City provides game and practice fields for the partners.

The YSC is made up of seven youth sports providers within the City of Roseville. In 2020 the YSC pays a $20 per participant fee to the City of Roseville to support youth sports within the City. Participant fees are collected by the City with 50% dedicated to field maintenance and athletic field operations. The remaining 50% is divided equally between YSC directed projects and City directed athletic projects.

GBFC went through the project approval process as required by the YSC. At the July 23, 2020 meeting of the YSC, the Coalition approved spending authority to GBFC in an amount not to exceed $28,625 from the YSC portion of funding for this project. This contribution amount may be decreased as final outcome of project total is undetermined at this time.

The project includes turf and irrigation improvements at the Maidu Park Soccer Fields.

FISCAL IMPACT

The payment of $28,625 will come directly from the YSC Funds earmarked for use by GBFC and will have no fiscal impact on the City portion of the YSC monies collected.

SUMMARY

Recommend that the Parks and Recreation Commission approve the Youth Sports Coalition's (YSC) recommendation to allocate resources from the YSC portion of funding of $28,625 from Granite Bay Football Club for improvements to Maidu Park Soccer Fields.

Respectfully submitted,

Kristi LaRoche, PRL Superintendent

APPROVED:

Jill Geller, Parks, Recreation & Libraries Director