



**AGENDA  
CITY OF ROCKLIN  
PARKS, RECREATION, AND ARTS  
COMMISSION  
July 13, 2016  
TIME: 6:00 PM  
PLACE: COUNCIL CHAMBERS  
[www.rocklin.ca.us](http://www.rocklin.ca.us)**

---

---

**CITIZENS ADDRESSING THE COMMISSION**

Citizens may address the Commission on any items on the agenda at the time the item is considered. Citizens wishing to speak may request recognition from the Chairperson by raising their hand and stepping to the podium when requested to do so. Speakers will usually be allowed five (5) minutes; however, the Chairperson may set shorter time limits. Speakers are asked to identify themselves by stating their name and the city they reside in for the official record.

**ACCOMMODATING THOSE INDIVIDUALS WITH SPECIAL NEEDS**

In compliance with the Americans with Disabilities Act, the City of Rocklin encourages those with disabilities to participate fully in the public hearing process. If you have a special need in order to allow you to attend or participate in our public meeting and public hearing processes, including receiving notices, agendas, and other writings in appropriate alternative formats, please contact our office at (916) 625-5560 well in advance of the public meeting or public hearing you wish to attend so that we may make every reasonable effort to accommodate you.

**INTRODUCTION**

1. **Call to Order:**
  
2. **Pledge of Allegiance:**
  
3. **Roll Call:**
  
4. **Agenda Review:**

**Any writing related to an agenda item for the open session of this meeting distributed to the Recreation Commission less than 72 hours before this meeting is available for inspection at City Hall, 3980 Rocklin Road, Rocklin, during normal business hours. These writings will also be available for review at the Parks and Recreation Commission meeting in the public access binder located on the table at the back of the Chambers.**

5. **Consent Calendar:**

- A. 6.8.16 Meeting Minutes

6. **Citizens Addressing the Commission (for items not listed on the agenda):**

7. **Discussion Items:**

- A. Selection of Chair and Vice-Chair
- B. Commission Orientation, Background, and Goal Setting
- C. Commission Meeting Rules and Regulations

8. **Staff Reports/Updates:**

- A. Venue Rentals Report
- B. Community Programs Report

9. **Future Agenda Topics:**

10. **Brief Reports:**

11. **Director's Reports:**

12. **Committee Reports:**

13. **Commission Comments:**

14. **Adjournment:**



4. **Agenda Review:**

5. **Consent Calendar:**

- A. Minutes from 5.11.16 meeting **Commissioner Carter Motioned  
Commissioner Anderson Seconded**

6. **Citizens Addressing the Commission (for items not listed on the agenda):**

7. **Discussion Items:**

- A. Parks and Trails Master Plan:
  - Plan reviewed and discussed by the commission, but was not approved by commission.

8. **Staff Reports/Updates:**

- A. Event Center Pricing:
  - Pricing packets given to commission.
- B. Event Center Roofing:
  - Project put on hold until new fiscal year
- C. Adult League Softball:
  - Numbers for last calendar year and current year were given to the commission.
- D. May Venue Rentals Report:
  - Report was given to commission.

9. **Future Agenda Topics:**

10. **Director's Reports:**

- A. Update on Orchard:
  - Distribution of fruit and maintenance of trees discussed by commission.

Agenda of June 08, 2016

Page 3

B. Quarry Park Guidelines:

- Update was given on creating rules and guidelines for rental of the Quarry Amphitheater.

C. Placer Arts Office Update:

- Update on new office and agreement with Placer Arts was discussed.

11. **Committee Reports:**

- **Commissioner Anderson discussed conversation with Auburn Arts Commission on the electric box artist wrap project.**

12. **Commission Comments:**

- **Outgoing Commissioners Makis, Carter, and Ruhkala thanked their fellow commissioners for time spent together on commission.**

13. **Adjournment:**

- **Commissioner Ruhkala adjourned the meeting at 7:45pm.**



## Parks, Recreation, and Arts Commission Report

---

**Subject: Commission Orientation, Background and Goal Setting**

**Submitted by: Karen Garner, Director**

**Date: July 8, 2016**

**Department: Recreation, Arts, and Event Tourism**

---

- **Staff Recommendation:** Informational only
- 

### **BACKGROUND:**

In March of this year, the City Council approved an update to the duties and priorities of the Parks, Recreation and Arts Commission. With three new commissioners and one youth commissioner being appointed by Council, it is appropriate to review and discuss several items that will provide a good, solid foundation for the Commission as well as define goals for the upcoming year.

#### Commission & Commissioner Duties

- Parks, Recreation and Arts Commission background
- Parks, Recreation and Arts Commission Duties & Priorities
- Commissioner Handbook
- City Strategic Plan
- Agendas
- Brown Act
- Required training & filings

#### Current Projects

- Public Arts Master Plan (hard copy to be provided at meeting or electronic available at <http://www.rocklin.ca.us/depts/parksnrec/arts.asp>)
- Parks & Trails Master Plan (draft hard copy to be provided at meeting)
- Community Grant Program proposal

#### Goal Setting

- Six month goals
- Twelve month goals

#### **Attachments:**

- Attachment A: Resolution 2016- Duties & Priorities of the Rocklin Parks, Recreation and Arts Commission

## Attachment A

**The City of Rocklin Parks, Recreation and Arts Commission**

The Parks, Recreation and Arts Commission consist of (5) commissioners and (1) youth non-voting commissioner. This is an advisory board to the Rocklin City Council serving alternating four-year terms except youth commissioner who serves for a one-year term. Commissioners must be residents of the City. The Rocklin Parks, Recreation and Arts Commission holds their regular meetings on the second Wednesday of each month at 6:00 p.m. in the City Council Chambers.

**The Parks, Recreation and Arts Commission is charged with the following scope of work:**

1. The Commission is responsible for advising the City Council on subjects referred by the City Council, City Manager, and Recreation, Arts, and Event Tourism Director or on matters the Commission feels are important regarding the preservation of community recreation, open space, park lands, public art and cultural initiatives. The Commission has the duty to advise and recommend to the City Council regarding long-term planning, acquisition and/or development of park or open space lands to include trail systems. The Commission will provide initial review and opportunity for public comments concerning open space, trail systems and/or park capital projects (non-maintenance projects in excess of \$50,000).
2. The Commission will represent the City's interest in recreation, park and public art matters and serve as a spokesperson group for related matters in the City. The Commission is responsible for keeping the City Council informed.
3. The Commission seeks to develop cooperative efforts with art schools, and regional and national art organizations, and will explore and obtain private, local, state, and federal funds to promote art projects within the community. The Commission also reviews and makes recommendations on works of art considered for acquisition by the City, and renders other services in the field of art, aesthetics, or beautification of the City when requested.
4. **Commission Priorities:** (As the City Council shall establish and amend from time to time)
  - a. Research and complete an outreach mechanism to determine how the City is doing in terms of satisfying community needs.
  - b. Investigate and evaluate the use of public/private partnerships in support stated goals and objectives.
  - c. Update the master plan for the development and use of Johnson Springview Park.
  - d. Develop a city-wide Park and Trail System Master Plan
  - e. Evaluate the needs of all current parks and determine if 2nd and 3rd phases are needed. Review and update the 5 year Park Capital Improvement Plan.
  - f. Establish a Public Art Program (static and performing arts, festivals, etc.) in alignment with the Rocklin Public Art Master Plan.
  - g. Review and determine the feasibility and timing to establish a 501 (c) 3 non-profit organization for community fund raising in support of events and programs that further the City's Public Art Master Plan; create a scope of work and governance framework.
  - h. Expand volunteer opportunities.
  - i. Explore youth recreation interests and create and support Rocklin Youth Council Program(s).
  - j. Review and recommend changes to this policy document annually.
5. **Commission Ad Hoc Committees:** (As the City Council shall establish and amend from time to time)
  - a. **Public Art Initiative**

Identify ways to create a community-wide discussion about the role that public art can play in the city. This can be in partnership with the implementation of the Public Art Master Plan.

- b. **Traveling Art Show**  
Provide a mechanism and venue for artists who are from out of the area to showcase their artwork to the community. This can be a stand-alone event or collaborate with an existing special event.
- c. **Artifacts from the Mining Industry**  
Enhance the history of Rocklin through identifying and placing historical artifacts throughout the community. Locations can include the downtown area/Quarry District.
- d. **Placer Arts**  
Partner with Placer Arts on new events to showcase local artists.
- e. **Student Initiative**  
Youth Commissioner will facilitate programs that involve high school students, such as an arts competition showcasing different areas/parks in the community.
- f. **Revisit 2nd and 3rd Phases of Parks**  
Evaluate the needs and determine if these phases are needed. Review the 5 year Park Capital Improvement Plan.

Additional information on Rocklin Parks, Recreation and Arts Commission can be found at Chapter 2.44 of the Rocklin Municipal Code.



## Venue Rental Report - June 2016

Rental Usage	General	Weddings	Instructors	MOU/Contract	Churches	Seniors	City Use	RUSD	Total
Event Center Ballroom	4	5					5	1	15
EC Garden Room	11	3					3	2	19
EC Alpine Room	3			1					4
EC Beverage Room		5							5
EC Buffet Room	5	5	4				1	1	16
EC Bridal Suite									-
EC Room 101	2						4		6
EC Room 102	8						4		12
EC Room 105						4		1	5
EC Room 107						20		1	21
Community Center	7			12			2		21
Parks & Rec Building	14		30						44
Finn Hall	3			25					28
Picnic Pavilions	48							3	51
<b>Total Usage</b>	<b>105</b>	<b>18</b>	<b>34</b>	<b>38</b>	<b>-</b>	<b>24</b>	<b>19</b>	<b>9</b>	<b>247</b>

	June 2015	June 2016	14-15 Year to Date	15-16 Year to Date
Event Center	15,560.00	25,431.25	193,925.60	255,985.00
Community Center	5,963.25	1,672.00	47,940.75	46,656.75
Parks & Rec Building	3,625.00	1,837.50	25,672.50	25,835.00
Finn Hall	1,250.00	300.00	16,687.50	12,890.00
Picnic Pavilions	1,900.00	1,095.00	22,235.00	18,665.00
<b>Total Revenues</b>	<b>28,298.25</b>	<b>30,335.75</b>	<b>306,461.35</b>	<b>360,031.75</b>

	15-16 Budget		Fiscal Year to Date
2015 - 2016 Venue Rental Revenues	283,000.00	127%	360,031.75

## Community Program Revenues Report - Year to Date June 2016

	Revenues	PT Staff	Expenses	Net
<b>Community Programs</b>	4,836.53	14,009.86	9,078.79	(18,252.12)
<b>Adult Softball</b>	20,570.00	5,891.40	8,007.15	6,671.45
<b>Youth Sports</b>	5,545.00	-	3,149.07	2,395.93
<b>Itty Bitty (Pre-Preschool Class)</b>	2,558.75	2,608.70	387.07	(437.02)
<b>Basketball Development (RBDL)</b>	10,654.00	6,817.05	4,962.20	(1,125.25)
<b>Flag Football</b>	41,073.00	6,710.14	26,786.61	7,576.25
<b>Volleyball Association (RVA)</b>	8,450.00	7,290.56	1,020.79	138.65
<b>Total</b>	<b>93,687.28</b>	<b>43,327.71</b>	<b>53,004.61</b>	<b>(3,032.11)</b>

	15-16 Budget	Fiscal Year-To-Date	
<b>2015 - 2016 Program Revenues</b>	<b>94,300.00</b>	<b>99%</b>	<b>93,687.28</b>