CITY OF FOLSOM PARKS AND RECREATION COMMISSION TUESDAY, APRIL 02, 2024 REGULAR MEETING AGENDA

6:30 P.M.

CITY COUNCIL CHAMBERS 50 NATOMA STREET, FOLSOM, CALIFORNIA

www.folsom.ca.us

2. **ROLL CALL:** Commission Members: Brian Wallace, Matt Hedges, Marina Leight, Ravi Kahlon, Samantha Davidson, Bill Davis, Alayna

Wagner

- 3. **PLEDGE OF ALLEGIANCE:**
- 4. **BUSINESS FROM THE FLOOR:**
- 5. **APPROVAL OF MINUTES:**
 - A. March 5, 2024 Meeting Minutes
- 6. **ACTION ITEMS:** None.
- 7. SCHEDULED PRESENTATIONS:
 - A. California Park & Recreation Society District 2 Award Kate Miller President; Ashika Lal, Region 1 Representative
 - B. Johnny Cash Trail Funding Strategy Tom Hellmann
 - C. Senior Center and Art Center Nadia Roberts
 - D. CIP Update 2024/2025 Brad Nelson

8. **COMMITTEE REPORTS:**

- A. Planning & Development (Leight, Davidson, Wagner)
- B. Budget / Finance (Hedges, Wallace, Kahlon)
- C. Parks & Recreation Renovation Plan (Wallace, Davidson, Davis)
- D. Sports & Recreation (Wagner, Davis, Kahlon)
- E. Public Private Partnership Ad Hoc Committee (Leight, Hedges, Davidson)
- F. Underutilized City-Owned Properties Ad Hoc Committee (Leight, Wallace, Wagner)

9. **INFORMATIONAL ITEMS:**

- A. Highlights of Monthly Report
- B. Director's Report

10. **COMMISSIONER COMMENTS:**

11. **ADJOURNMENT:**

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As presiding officer, the Chairperson has the authority to preserve order at all Parks & Recreation Commission meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Commission, and to enforce the rules of the Commission.

In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability–related modification or accommodation to participate in this meeting, please contact the Parks & Recreation Department at (916) 461-6606, (916) 351-5931 (fax) or jburke@folsom.ca.us. Requests must be made as early as possible and at least two full business days before the start of the meeting.

The City of Folsom provides archived webcasts of Parks & Recreation Commission meetings. The webcasts can be found on the Online Services page of the City's website www.folsom.ca.us. Any documents produced by the City and distributed to the Parks & Recreation Commission regarding any item on this agenda will be made available at the Parks & Recreation Department at 50 Natoma Street, Folsom, California during normal business hours.

CITY OF FOLSOM PARKS AND RECREATION COMMISSION TUESDAY, MARCH 05, 2024 REGULAR MEETING MINUTES

- 1. **CALL TO ORDER:** The Parks and Recreation Meeting was Called to Order at 6:30 p.m.
- 2. ROLL CALL: Commission Members Present: Brian Wallace, Bill Davis, Ravi

Kahlon, Samantha Davidson,

Commission Members Absent: Matt Hedges, Marina Leight,

Alayna Wagner

- 3. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.
- 4. **BUSINESS FROM THE FLOOR:** None
- 5. **APPROVAL OF MINUTES:**

A. February 6, 2024 Meeting Minutes.

Motion by Commissioner Davidson, Second by Commissioner Davis to approve the February 6, 2024, meeting minutes. Minutes approved with no objections.

AYES: Commission Members: Wallace, Davis, Kahlon, Davidson, Hedges,

NOES: Commission Members: None

ABSENT: Commission Members: Hedges, Leight, Wagner

ABSTAIN: Commission Members: None

6. **ACTION ITEMS:** None

7. SCHEDULED PRESENTATIONS:

A. Budget Workshop Priority Needs – Kelly Gonzalez

Director Gonzalez gave a preview of the PowerPoint presentation that was presented to the Council regarding budget priorities for the department. Ongoing funding is needed. Spoke on the development of an updated Park Renovation Plan as well as her efforts working to develop and adopt a Deferred Maintenance Program to help as well. as the Development of Trail Maintenance & Hazard Tree mitigation plans.

B. Ladder Fuel / Weed Abatement – Jamison Larson, Municipal Landscape Services Supervisor

Jamison gave an overview of the program and their practices. This is the first time in 20 years the program has been activated. The program requires staff to perform regular inspections, and field public inquiries. The use of the Fire Hazard Rating System to evaluate parcels. The goal of the program is to limit the spread of any ground or surface fires into tree canopies creating crown fires. To date 38% of the project has been completed.

8. **COMMITTEE REPORTS:**

- A. Planning & Development (Leight, Davidson, Wagner) Nothing to Report.
- B. Budget / Finance (Hedges, Wallace, Kahlon) Nothing to Report.
- C. Parks & Recreation Renovation Plan (Wallace, Davidson, Davis) *Nothing to Report*.

- D. Sports & Recreation (Wagner, Davis, Kahlon) March 4,2024 Aquatic Center Daily Admission Fee Increases
 - Plans to raise fees nominally Summer 2024 Season
 - No Adjustments have been made since 2012
 - Operating Fees have outpaced fees. Revenue generated to be used within the department.
- E. Public Private Partnership Ad Hoc Committee (Leight, Hedges, Davidson) *Nothing to Report.*
- F. Underutilized City-Owned Properties Ad Hoc Committee (Leight, Wallace, Wagner) *Nothing to Report*.

9. **INFORMATIONAL ITEMS:**

- A. Aquatics Center Daily Admission Entry Fee Chad Gunter and Tom Hellmann
- B. Program for Local Assistance Youth Recreation Scholarships (PLAYRS) Sarah Trobee and Tom Hellmann

Tom took this time to go into further detail regarding the fee increases at the aquatic center. Spoke to the uniqueness of our pool and the value to the community. The increase allows us to help offset the consistently rising operating costs.

He also gave the history of the departments PLAYRS scholarship. This year there were some changes made that will hopefully increase utilization of the funds and increase participation for all kids. 2014 was when we initially introduced the scholarship. With the increase of program costs, the scholarship needed a re-vamp to be a true asset to Folsom families. We really want to focus on awareness as well.

- C. Department Report Kelly Gonzalez, Parks and Recreation Director
 - Director's Report

Director Gonzalez gave a high-level review of the Department in the month of February. Highlights included items presented to the City Council, CPRS recognition, and employee appreciation.

10. COMMISSIONER COMMENTS/ITEMS FOR FUTURE AGENDAS:

Commission Member(s) Questions and Comments:

• Commission Member Davidson – Again spoke to the new format of the Department & Director Report. Chair Wallace also agrees. Really appreciated the area highlighting online engagement. Thanked all presenters before adjournment.

Tentative Upcoming Meeting Topics: April 2024

- Johnny Cash Art Marketing Plan
- Prospector Park Update
- Capital Improvement Plan

11. **ADJOURNMENT:**

There being no further business before the Parks and Recreation Commission, the meeting was adjourned at 7:25 p.m.

RESPECTFULLY SUBMITTED:
Jennifer Burke, Administrative Assistant
APPROVED:
Brian Wallace, Chairperson

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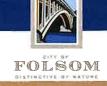
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Folsom Parks & Recreation Department

50 NATOMA STREET, FOLSOM, CA 95630 | WWW.FOLSOM.CA.US



Parks & Recreation Commission SUBCOMMITTEE APPOINTMENTS 2024-updated on 3/26/2024

SPORTS & RECREATION

Alayna Wagner Bill Davis, *Chair* Ravi Kahlon Staff: Chad Gunter, Derik Perez, Sarah Trobee, Tom Hellmann,

BUDGET / FINANCE

Matt Hedges, *Chair*Brian Wallace
Ravi Kahlon
Staff: Kelly Gonzalez, Elizabeth Vaage, Tom Hellmann*

PLANNING & DEVELOPMENT

Marina Leight, *Chair* Samantha Davidson Alayna Wagner Staff: Kelly Gonzalez, Brad Nelson, Chris O'Keefe, Elizabeth Vaage*

PARKS & RECREATION RENOVATION PLAN

Brian Wallace Samantha Davidson Bill Davis Staff: Kelly Gonzalez*, Brad Nelson, Chris O'Keefe

AD HOC COMMITTEES

PUBLIC PRIVATE PARTNERSHIP

Matt Hedges Samantha Davidson Marina Leight Staff: Kelly, Chris, Derik, Elizabeth, Tom

UNDERUTILIZED CITY-OWNED PROPERTIES

Brian Wallace Marina Leight Alayna Wagner Staff: Kelly, Derik, Elizabeth, Ted, Tom, Zach*

^{*}As Needed

Subcommittee		Subcommittee				Meeting Dates	g Dates					
	JAN	FEB	MAR	APR	MAY	NOC	TOL	AUG	SEP	DCT	NOV	DEC
Budget			A 18 18		A LILLY		100	The Part of				
(Hedges, Wallace, Kahlon)												
Keview of Primary Needs	01.29.2024	No Meeting	No Meeting									
Planning & Development				1	T V	7						
(Leight, Davidson, Wagner)												
*3/7/24 Meeting needs												
rescheduling due to building	:		;									
maintenance.	No Meeting	No Meeting	No Meeting*									
Sports & Recreation												
(Wagner, Davis, Kahlon)												
	No Meeting	No Meeting										
Aquatic Center Daily Admission Fee	+	o										
Increases .			03.04.24									
Renovation Master Plan												
(Wallace, Davidson, Davis)												
	No Meeting	No Meeting	No Meeting									
Ad Dec Subcommittees												
			0.0									
Public Private Partnership												
(Hedges, Davidson, Leight)												
	No Meeting	No Meeting	No Meeting									
Underutilized City-Owned						0.000	100					
Properties								N N		2 1 1		
(Wallace, Leight, Wagner)												
	No Meeting	No Meeting	No Meeting									



DEPARTMENT REPORT

MARCH 2024









Participation



Total participation in classes, camps, and activities

Aquatics	9,619	
Community and Cultural Services	4,990	
Sports	7,066	
	TOTAL:	21,675

Guest Entry at Recreation Facilities

Aquatics	591
Zoo Sanctuary (General)	7,144
Zoo Sanctuary (Tours)	1,034
	TOTAL: 8,769

Special Events—Estimated Attendance

(for	of Eggs)	 265	
	33	TOTAL:	265

PARTICIPATION GRAND TOTAL: 30,709

Customer Service

Egg Sorting and Stuffing



Park Maintenance and Municipal Landscape Services

SeeClickFix Work Orders Completed: 110



Partnerships



Organizations that helped support a community special event, enrichment program, or parks & recreation facility.

New Partnerships in the Last 30 Days: 16

Partnership Value (Financial and In-Kind): \$23,295

Communications



Marketing/PR

City Print Newsletter Articles	7
E-news Articles19)
Misc print/digital media25	,

Social Media

@FolsomParksandRec

FB Fans: 9,382 IG Followers: 5,518

Top Monthly Post: Lake Natoma photo by guest

contributor

Engagement: 206 Reach: 16,254

@FolsomCityZooSanctuary

FB Fans: 17,501 IG Followers: 6,815

Top Monthly Post: Quicksilver the ferret snuggled up

Engagement: 99

Reach: 1,782

@FolsomSportsComplex

FB Fans: 1,826

Top Monthly Post: Spring Break Camp promo

Engagement: 25

Reach: 584

@FolsomAquaticCenter

FB Fans: 5,160

Top Monthly Post: Summer BDay Party promo

Engagement: 9

Reach: 667

Rentals



Community Facilities85	Vista HS Lane Hours1,092
Parks and Picnic Pavilions6	Aquatic Ctr Lane Hours 1,632
	City Sports Field Hours 2,271

Volunteer Hours



Zoo Docents1,003	Zoo General/Misc81
Friends of the Zoo82	Adopt-A-Trail8
	TOTAL: 1 174

Open Space Management [



Acres of Weed Abatement 107

Park Planning



Prospector Park

Pre-Planning	Design & Engineering	Constr <mark>uction</mark>	OPEN!
Benevento Park			

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Pre-Planning Design & Engineering Construction OPEN!

Zoo Sanctuary Perimeter Fencing

Pre-Planning Design & Engineering Construction OPEN!

Trail Planning



Number of visitors on the Johnny Cash Trail.....12,949

Folsom Boulevard Bike/Ped Overcrossing Feasibility Study

Planning Funding Design & Engineering Construction OPEN!

Mangini Ranch Trails

Planning Funding Design & Engineering Construction OPEN!

Regency Trails (Toll Bros.)

Planning Funding Design & Engineering Construction OPEN!

Johnny Cash Trail Pick No. 1

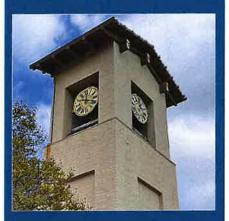
Planning Funding Design & Engineering Construction OPEN!

Folsom-Placerville Rail Trail

Planning Funding Design & Engineering Construction OPEN!

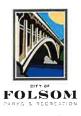
Mission

The Parks & Recreation
Department is committed to
being a leader in creating and
maintaining facilities, parks,
programs, and services that
enhance the quality of life
and reflect the changing
needs of our community and
environment.









DEPARTMENT REPORT

MARCH 2024

The City of Folsom adopted the Strategic Plan FY 2023-24 through FY 2027-28.

The Parks & Recreation Department is dedicated to supporting the goals and initiatives of the Strategic Plan. The goals identified by the City Council include Financial Stability, Public Safety and Infrastructure, Economic and Community Development, and Organization Effectiveness.

Goal A: Financial Stability and Sustainability

Support fiscal health through long-term planning, cost control, heightened efficiency, increased revenue, and cost recovery.

- Staff presented the Parks & Recreation Department's top priority needs for additional funding, and CIP updates for FY 2024-25 to the budget committee.
- Spring Sea Squad Swim School lessons began March 25. More than 1,250 participants have already enrolled in our spring and summer lessons, filling 89% of our capacity.
- The Folsom City Zoo Sanctuary held its popular Jr. Zookeeper Camp during spring break, welcoming 21 participants. Campers enjoyed a variety of hands-on activities, including cleaning animal exhibits, preparing bear diets, and crafting enrichment for the animals.
- Municipal Landscape Division staff held a Prop. 218 informational meeting March 13 for Natoma Station Landscaping and Lighting District property owners. The response was overwhelmingly positive, with attendees expressing strong support for increasing their property assessment to fund higher levels of maintenance and address deferred maintenance and lifecycle replacements.



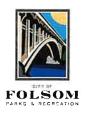
DEPARTMENT REPORT

MARCH 2024

Goal B: Public Safety and Infrastructure

Enhance provision of public safety resources, invest in technological solutions, and maintain, repair, and improve public facilities and infrastructure.

- On March 1, the ballfields opened to several of the Folsom-based community youth sports leagues for their spring season. Parks Maintenance and Sports Division staff renovated 22 ballfields during the winter to have them ready.
- The Steve Miklos Aquatic Center held its first Ellis & Associates lifeguard training session March 25-28 with 15 participants enrolled.
- The Steve Miklos Aquatic Center underwent the first of its four annual operational safety audits March 23. The facility and staff received the highest possible score of "exceeding industry standards" based on emergency response preparedness, administrative organization, and staff professionalism. Kudos to the outstanding team members who participated in the audit: Scott Seeba, Claire Swagerty, Michael Long, Joe Carrera, Conner Reid, Gunnar Kroencke, and Mathew Kersey.
- The Folsom City Zoo Sanctuary received its new electric gator.
- Construction of Prospector Park continues. As the weather improves, more construction
 activity will resume, with grading of the parking lot being completed. Class II aggregate base is
 being installed in the parking lot and the formwork for concrete curbs is starting. Pathway light
 pole footing rebar cages are complete, and footings are being poured. The final section of the
 6-inch-diameter irrigation non-potable mainline was installed and pressure-tested.
- Design development and the CEQA process are continuing for Benevento Family Park. It is anticipated the construction documentation will start this summer.
- Project submittals for the Johnny Cash Trail Art Experience Cash's Pick No. 1 are being reviewed and a construction kick-off meeting was held in March. The custom 20-foot cast iron record deck shop drawings were received for review and approval.

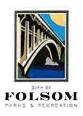


DEPARTMENT REPORT

MARCH 2024

Goal B: Public Safety and Infrastructure (continued)

- The Livermore Community Park Phase 5A project continues. The Design Development Package was submitted in February and is being reviewed.
- The Municipal Landscape Division's annual weed abatement for fire hazard mitigation has started, and 107 acres of grassland in the Folsom Plan Area are completed. North of 50 grazing and manual weed abatement will begin in April.
- Parks & Facilities attended a meeting hosted by the Sacramento Midtown Association to learn more about the "Safe & Clean" program that provides graffiti, biohazard, litter, debris removal, and power washing services to Midtown Sacramento. Judy Collinsworth plans to connect with FHDA members to see if they want to start a similar program in the Historic District.
- Facilities Services continues to oversee the City Hall HVAC project. The installation of the first-floor VAV units is nearly complete.
- After receiving the final parts, we are proud to announce that the iconic Folsom Clock Tower is now fully operational.



DEPARTMENT REPORT

MARCH 2024

Goal C: Economic and Community Development

Promote effective use of existing amenities and resources to create future opportunities that enrich the community.

- Folsom hosted two youth softball tournaments at Lembi and Kemp parks for two weekends. These tournaments included teams from Oregon, Nevada, and Canada.
- Staff met with two prospective buyers for the Folsom Valley Railway which operates out of Folsom City Lions Park, to review the concessionaire agreements and ensure a seamless transition between owners.
- Folsom Comic-Con was a large-scale rental at the Folsom Community Center March 10. The event was featured on KMAX Channel 31's Good Day Sacramento morning news program.
- The Youth Services Division launched "Destination Recreation," a rebranded summer camp program. The camp will operate out of Theodore Judah Elementary School beginning June 3. This reimagined camp program embodies our commitment to offering a dynamic and engaging recreational experience by promoting active participation in sports, STEAM, and outdoor adventures. We remain focused on creating memorable moments filled with laughter, fun, and friendship while nurturing a love for recreation and exploration.
- The Senior Center held its annual St. Patrick's Day Shamrock Shindig March 15 with a lively crowd in attendance.
- The monumental task of stuffing 10,000+ eggs with candy and prize slips was completed the evening of March 27 by 265 industrious community volunteers. The eggs are used at the free Festival of Eggs community event March 30.
- The Folsom City Zoo Sanctuary restarted their Animal Interpreter program which had been on hold during winter. Volunteer docents bring outreach animals out on weekends for educational talks with guests.
- The summer edition of the Rec Guide was formatted and reviewed this month. The 56-page guide includes summer camps, special events, and programs for all ages. The guide posts on the city website April 10 and programs open for registration April 17. Residents will receive their copy in the mail mid-April.



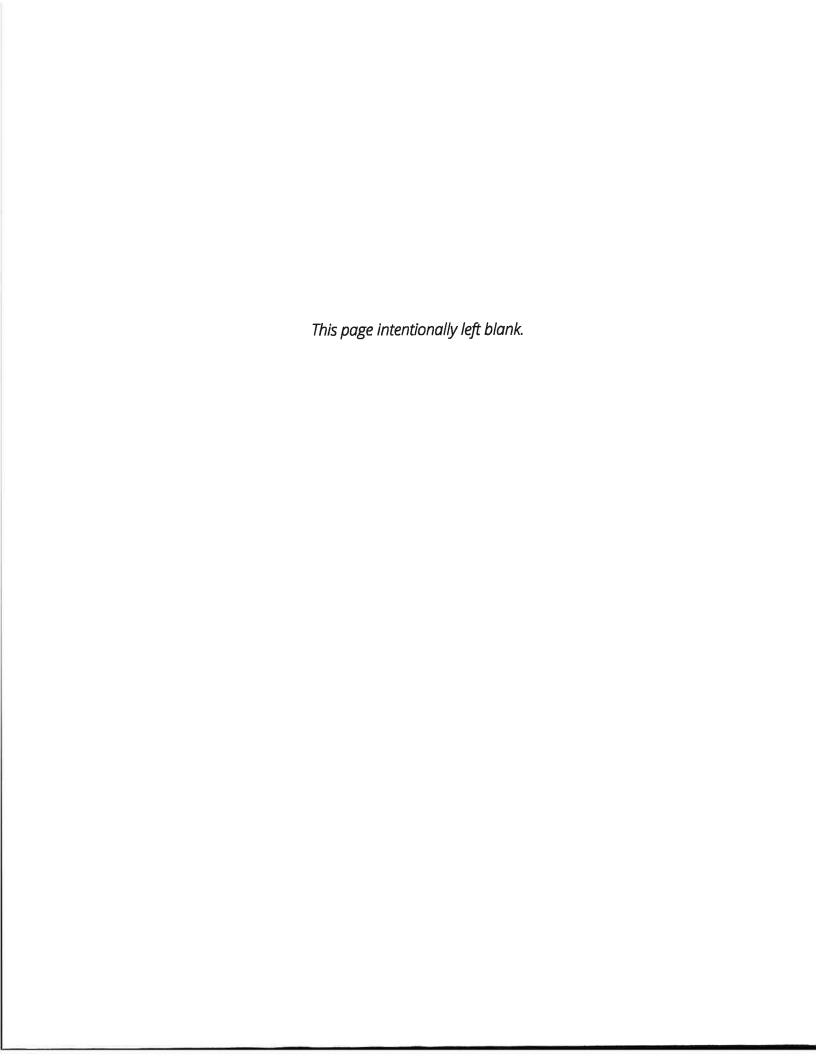
DEPARTMENT REPORT

MARCH 2024

Goal D: Organization Effectiveness

Build strong connections and support for the community and employees through a commitment to local government best practices and employee development, support, and retention to meet community needs.

- Staff met with NeoGov to discuss the feasibility of adding additional modules to streamline and enhance the new-hire onboarding process.
- Staff met with Sacramento Splash March 5 to discuss environmental and nature programming that can be conducted in a contracted partnership at the Hinkle Creek Nature Area.
- The Steve Miklos Aquatic Center held the first set of group interviews for the summer season and offered 22 positions.
- The Folsom City Zoo Sanctuary successfully passed their USDA Three Year Cohort Relicensing inspection. This accomplishment was made possible through the collaborative efforts of the entire department.
- The Park Maintenance Division has implemented new time maintenance standards for our 34 parks. These guidelines provide staff with clear direction to effectively prioritize tasks and assistance in identifying labor costs per park, ensuring optimal maintenance to maintain our amenities and assets.





DIRECTOR'S REPORT

MARCH 2024

A few highlights for the month of March

March City Council Meetings Recap

March 13

Community Development Department Fee Study Workshop

March 26

- A Presentation on the City of Folsom's Procurement of Professional Services
- Analysis of Potential Site Impacts with Locating a Homeless Services Trailer on the Wye Property and Direction to Staff

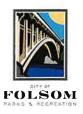
Upcoming City Council Meetings

April 9

- Proclamation Honoring National Volunteer Week
- Earth Day Proclamation
- Long-Term Liabilities Update: CalPERS and Other Post-employment Benefits
- Presentation on the 5-Year City of Folsom Strategic Plan, Implementation Action Plan
- Resolution Authorizing the City Manager to Execute an Amendment to the Contract with Dokken Engineering for Grant Application Assistance for the Folsom Boulevard Bicycle and Pedestrian Overcrossing (Contract No. 173-21 22-066) and Appropriation of Funds
- Potential Special Sales Tax Ballot Measure for the November 2024 General Municipal Election and Direction to Staff

April 23

- City Works Day Proclamation
- Presentation from HART of Folsom (Homeless Assistance Resource Team) regarding Winter Shelter
- Police Department Report on Crime and Homelessness and Direction to Staff
- Workshop on Proposed Community West Concept for Annexation



DIRECTOR'S REPORT

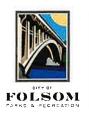
MARCH 2024

Parks & Recreation Staffing

- Zach Perras, Municipal Landscape Manager, accepted the Parks Manager position with El Dorado County; his last day was March 20. A recruitment to backfill his position will be posted soon.
- Applications for the new Recreation Coordinator II closed this month. Seventeen applicants met the minimum qualifications for the position and interviews are slated to begin soon.

Department Highlights and Summary

- On March 13, the California Park & Recreation Society (CPRS) presented Folsom's Community Service Day with the Recreation & Community Program Award. Staff attended this event along with Chair Wallace. The award recognized the Folsom Community Service Day, from their 19-county geographic districts, for providing the largest day of volunteerism in the City of Folsom. The city was recognized for accomplishing over 100 projects and giving over 2,000 people the opportunity to volunteer. Since its inception 10 years ago, Folsom Community Service Day has involved more than 20,000 volunteers; 930+ projects have been completed; 570 exterior home repairs have been made through the Neighbors Helping Seniors program; 590,000+ pounds of food have been collected for the Twin Lakes Food Bank; thousands of care packages assembled and sent to active-duty military members; and thousands of items donated to locate nonprofits including bikes, eyeglasses, shelter pet supplies, and more.
- The city hosted the Folsom Community Service Day Steering Committee kick-off meeting March 21. The committee reviewed roles and responsibilities as it prepares for the 11th annual event to be held September 21. A variety of sponsorship opportunities are currently available.
- The Festival of Eggs will be held from 8 to 11 a.m. March 30 at Lembi Park. The annual springtime event includes all the popular elements: a pancake breakfast (purchase onsite), free kiddie carnival games hosted by the Folsom Teen Council, entertainment, and vendor displays.
- The city's Earth Day celebration takes place April 20. This free family-friendly event starts at 9
 a.m. with volunteer opportunities including creek and trail clean-up, tree planting, and trail
 maintenance.
- The summer edition of the Rec Guide is in the final development stages. Staff are excited for residents to explore the carefully planned summer activities for family members to enjoy. The digital guide is available on the city's website April 10, and registration opens April 17. Check your mailboxes for the printed copy of the guide mid-April.



DIRECTOR'S REPORT

MARCH 2024

Upcoming May Parks and Recreation Commission Presentations

- Prospector Park
- Youth Sports Informational Report

Upcoming Events

4/19 - Spring Senior Resource Fair at the Folsom Senior Center

4/20 - Earth Day celebration

4/26 - Family Fun Night

4/26 - "Things with Wings" Gallery at 48 Natoma exhibit reception

5/4 – Pedal Quest

5/5 - Love My Mom 5K and Kids' Dash