

**CITY OF FOLSOM  
PARKS AND RECREATION COMMISSION  
TUESDAY, OCTOBER 3, 2023  
REGULAR MEETING AGENDA  
6:30 P.M.  
CITY COUNCIL CHAMBERS  
50 NATOMA STREET, FOLSOM, CALIFORNIA  
[www.folsom.ca.us](http://www.folsom.ca.us)**

1. **CALL TO ORDER:**
2. **ROLL CALL:** Commission Members: Brian Wallace, Matt Hedges, Marina Leight, Jennifer Tarbox, Samantha Davidson, Bill Davis, Alayna Wagner
3. **PLEDGE OF ALLEGIANCE:**
4. **BUSINESS FROM THE FLOOR:**
5. **APPROVAL OF MINUTES:**
  - A. September 5, 2023 Meeting Minutes
6. **SCHEDULED PRESENTATIONS:**
  - A. Aquatics End of Season Program- Chad Gunter
  - B. Benefits of our Joint Use Agreement - Derik Perez
7. **ACTION ITEMS/STAFF REPORTS:**
  - A. Proposed Community Facilities Fee Schedule – Tom Hellmann
8. **COMMITTEE REPORTS:**
  - A. Planning & Development (Leight, Davidson, Wagner)
  - B. Budget / Finance (Hedges, Wallace, Davis)
  - C. Parks & Recreation Renovation Plan (Wallace, Davidson, Tarbox)
  - D. Sports & Recreation (Wagner, Tarbox, Davis)
  - 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. Monthly Reports
  - B. Director’s Report
10. **COMMISSIONER COMMENTS:**
11. **ADJOURNMENT:**

Notice: Members of the Public are entitled to directly address the Commission concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Commission on an issue, which is on this agenda, please complete a speaker request card, and deliver it to a staff member at the table on the left side of the Council Chambers prior to discussion of the item. When your name is called, stand to be recognized by the Chairperson and then proceed to the podium. If you wish to address the Commission on any other item of interest to the public, when the Chairperson asks if there is any "**Business from the Floor**," follow the same procedure as described above. Please limit your comments to three minutes or less.

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](mailto: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](http://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, SEPTEMBER 5, 2023  
REGULAR MEETING MINUTES**

1. **CALL TO ORDER:** The Parks & Recreation Meeting was called to Order at 6:30 p.m.
2. **ROLL CALL:** Commission Members Present: Brian Wallace, Matt Hedges, Jennifer Tarbox, Samantha Davidson, Bill Davis, Commission Member Alayna Wagner – Arrived at 6:52 p.m.  
Commission Members Absent: Marina Leight
3. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
4. **BUSINESS FROM THE FLOOR:** None
5. **APPROVAL OF MINUTES:**
  - A. August 1, 2023 Meeting Minutes

Motion by Commissioner Davidson, Second by Commissioner Tarbox to approve the August 01, 2023, meeting minutes. Minutes approved with no objections.

**AYES:** Commission Members: Wallace, Hedges, Tarbox, Davidson, Davis  
**NOES:** Commission Members: None  
**ABSENT:** Commission Members: Leight  
**ABSTAIN:** Commission Members: Wagner

6. **SCHEDULED PRESENTATIONS:**
  - A. Volunteer Programs and the Zoo - Jocelyn Smetzler
    - Zoo Manager Jocelyn Smeltzer gave a PowerPoint presentation really recognizing the contributions of our Zoo Docents and the programs that they are essential in providing. Volunteers from the community were highlighted for their contributions as well. Highlighted Holiday Lights as well as the revamp of the education department by the docents.
  - B. Folsom Plan Area Updates - Brad Nelson
    - Park Planning & Trails Manager, Brad Nelson gave a PowerPoint presentation that included some unique drone imaging showing the Prospector Park site and its construction. Went over details from conception phase to present, including the added refinements and amendments. He discussed planned bikeways and trail systems planned.
  - C. *Aquatics End of Season Recap - Tom Hellmann and Chad Gunter*
    - *This presentation was postponed as the presenter was out sick. Moved to a future meeting.*
7. **ACTION ITEMS/STAFF REPORTS:** None

8. **COMMITTEE REPORTS:**

- A. Planning & Development (Leight, Davidson, Wagner)
  - Did not meet. Working on scheduling.
- B. Budget / Finance (Hedges, Wallace, Davis)
  - Met and went over timelines and processes. Talks of next meeting scheduling, to increase impact around the budget cycle.
- C. Parks & Recreation Renovation Plan (Wallace, Davidson, Tarbox)
  - Met and discussed the Renovation plan, and resource constraints as they relate to plan. Had good talks about community involvement in restoring Kid's Play Park, & potential re-naming.
- D. Sports & Recreation (Wagner, Tarbox, Davis)
  - Plans to meet late September or Early October to discuss a few items.
- E. Public Private Partnership Ad Hoc Committee (Leight, Hedges, Davidson)
  - Did not meet. May schedule something soon as plans around Kid's Play Park unfold.
- F. Underutilized City-Owned Properties Ad Hoc Committee (Leight, Wallace, Wagner)
  - Did not meet.

9. **INFORMATIONAL ITEMS:** Director Gonzalez took this time to go over her highlights and pertinent information for the good of the group.

A. Monthly Reports

- *No questions regarding reports. Director's Report was addressed prior to the discussion of monthly reports.*

B. Director's Report

10. **COMMISSIONER COMMENTS:**

11. **ADJOURNMENT:** There being no further business before the Parks and Recreation Commission, the meeting was adjourned at 8:08 p.m.

**RESPECTFULLY SUBMITTED:**

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Jennifer Burke, Administrative Assistant

**APPROVED:**

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Brian Wallace, Chairperson

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**TO:** Parks and Recreation Commission

**FROM:** Kelly Gonzalez Parks & Recreation Director

**BY:** Tom Hellmann, Recreation & Community Services Manager  
Elizabeth Vaage, Sr. Management Analyst

**SUBJECT:** **Proposed Community Facility Rental Fee Schedule**

**RECOMMENDATION / COMMISSION ACTION**

Staff recommends the Parks and Recreation Commission:

1. Receives information on the proposed Community Facility Rental Fee Schedule; and
2. Supports a recommendation to the Folsom City Council to amend Resolution No. 8792 and adoption of a new Resolution to update the Community Facility Rental Fee Schedule with implementation of any new fees or rental fee changes on January 1, 2024.

**BACKGROUND**

The Folsom City Council adopted a strategic plan that sets goals and priorities. The recommendations for the community facilities rental fee schedule support the priorities outlined in the strategic plan including financial stability, economic and community development, and organizational effectiveness.

The Parks and Recreation Department offers a broad range of indoor and outdoor facilities for the residents of Folsom and its visitors to rent for special events, meetings, and gatherings. The Department generates approximately \$450,111 annually in rental fee revenue, which offsets the personnel expenditures and reasonable operating costs associated with providing services to the public. Charges or fees are imposed on the user for a specific service rendered based on the rationale that the benefiting party should bear the cost of the service rather than the general public. The Department values its commitment to the community but recognizes that certain services have a higher benefit to individuals or businesses. On an ongoing basis, the Department will review and adjust fees and create new fees to offset rising costs. Any changes to the Department rental fees must be approved by the City Council. Program fees are approved at the Department level as part of the budget process.

In June 2002, the City Council adopted Resolution No. 6869, amending Resolution No. 3824 which established a fee structure for the Folsom Community Center. Before this fee increase, the fee schedule had not been changed since 1995. In June 2007, the City Council adopted Resolution No. 8053, which rescinded Resolution No. 6869, which established a new fee schedule for the Folsom Community Center. In February 2011, the City Council adopted Resolution No. 8792, which rescinded Resolution No. 8053 to establish a new fee schedule for the Folsom Community Center. Since this time, the Department has added additional facilities that are available as rentable facilities and must be added to the fee schedule.

**POLICY / RULE**

Folsom Municipal Code, Section 3.70.020 As used in this code “fees for rental of city facilities” includes but is not limited to, the fees for rental of the Community Center, R.G. Smith Clubhouse, City Park Pavilion, City Park Gazebo and Lew Howard Park Pavilion. [Ord. 727 (1991)]

Folsom Municipal Code, Section 3.70.030 Service Charges states that the fees for rental of City facilities shall be established by resolution of the City Council. [Ord. 727 (1991)]

**ANALYSIS**

Before establishing a new fee or recommending a fee increase or decrease, staff consider multiple elements prior to making recommendations to the fee schedule. Staff review market demand, competitors, and the cost of service prior to making recommendations to the proposed community facility rental fee schedule. The comparison for indoor facilities is in (Attachment 1). The proposed fee changes and new fees are captured in (Attachment 2). The final community facility rental fee schedule is in (Attachment 3). Moving forward, any recommendations to changes to the community facility rental fee schedule will be brought to the City Council annually in July as a part of the annual City fee schedule.

**Community Facility Rental Fee – Indoor Space**

Staff are recommending fee increases to indoor rental spaces due to usage rates and cost comparisons. Based on the analysis of the rental usage rates for indoor facilities, there is a high demand for indoor rentals. Table 1 below demonstrates the usage rates for indoor facilities.

**Table 1 – Indoor Rental Fees Booking Rates**

Folsom Community Center Ballroom	Number of available weekend days for rental (Fri-Sun)	% Booked
FY 2022-2023	148	80%
FY 2021-2022	145	66%
FY 2020-2021*	140	4%
FY 2019-2020*	152	53%
FY 2018-2019	149	68%

*\*Years that were impacted by COVID-19*

Rotary Clubhouse	Number of available weekend days for rental (Fri-Sun)	% Booked
FY 2022-2023**	150	74%
FY 2021-2022	142	71%
FY 2020-2021*	151	8%
FY 2019-2020*	142	37%
FY 2018-2019	148	57%

*\*Years that were impacted by COVID-19/ \*\* Rotary Clubhouse partially closed for restoration*

Staff compared other indoor facilities. The community facility rental fee analysis (Attachment 1) compares similar and like venues of other agencies for a market analysis. In comparing our current list rates for the Folsom Community Center, Rotary Clubhouse and RG Smith Room against other similar venues, the City of Folsom rental fees were on average 28% lower than our neighboring public venues.

It is the recommendation from staff that the rental fees for the indoor venues increase by 16% beginning January 1, 2024, with an annual increase from the Consumer Price Index (CPI) applied to our indoor rentable facilities each year. The indoor rental space lists one new addition to the rental fee schedule. The new fee for renting the indoor rental space is the kitchen area at the Community Center. The addition of the Community Center Kitchen would not be subject to the annual increase.

**Outdoor Venues**

The Department offers a variety of outdoor venues for rent. These types of facilities are unique to the region. Since 2006 the only established outdoor venue rental fee was the Dan Russel Rodeo Arena. This arena currently hosts two events annually. No changes are recommended for the Rodeo Arena fee for this year. The Parks and Recreation Department recommends new fees for City owned property in the Folsom Historic District. The City currently own venues that host events at Zittel Family Amphitheater, Turntable, and Alleyway. These fees have

previously not been captured in the community facility rental fee schedule. Staff are recommending a decrease to the hourly rate. Staff are recommending a decrease to help offset the 4-hour minimum rental fee.

The staff also added a per runner fee for use of the Johnny Cash Trail for organized special events/runs that impact and use the trail on the facilities fee schedule. These fees assist in building the fund for the Johnny Cash Trail Art Experience and the advancement of the art experiences that will adorn the trail. The current City of Folsom Strategic Plan highlights developing new revenue to implement the art experience.

### Park Pavilions

There are several park pavilions that are available for rent by the community at select park sites that can accommodate exclusive use of the pavilions. Staff compared costs to the park pavilions at Elk Grove Regional Park (Elk Grove) and City of Roseville Picnic Rentals. The analysis showed that these locations charged \$11.13 to \$36.87 per hour based upon the capacity of the rental area for use ranging from 6 hours to 8 hours. The Department recommends a change in the rental fee for rent of the park pavilions applying \$20.00/hour as the base rate for our pavilions with less than 100 capacity and \$25.00/hour for pavilions over 100 capacity. This fee will be in line with the current market.

The Department recommends adding new fees at Broder Family Homestead Park Pavilion and Nisenan Park Pavilion to the fee schedule. The proposed fees for these sites are in line with rates for similar sized pavilion rental locations.

### Cost Recovery

In accordance with the Parks and Recreation Department User Fees and Charges Policy, Resolution No. 7868 that was adopted by the Folsom City Council identifies Facility Rentals with a Moderate Cost Recovery rate of 50%-75%. The current cost recovery rate for our Community Facilities is 52% and within range of our policy. The recommended fee increase will increase cost recovery to 59%.

### FINANCIAL IMPACT

Based on current utilization rates, staff projects an increase of \$59,508 in annual revenue associated with the proposed fee increases that will support continued needs for maintaining the aging facility assets. Since reservations can be made one year in advance, the full effect of the fee increases will not be realized until a full year after they are implemented. New fees will be implemented on January 1, 2024, for any new rental reservations. All current community facility rentals that have already been booked for calendar year 2024 will remain at the current rates at the time of their bookings.

### ENVIRONMENTAL REVIEW

There is no environmental impact.

### ATTACHMENTS

1. Community Facility Rental Fee Analysis
2. Current and Proposed Community Facility Rental Fee Comparison
3. Proposed Community Facility Rental Fee Schedule
4. Resolution No. 8752 – A Resolution Rescinding Resolution No. 8053 and Establishing a New Fee Schedule for the Folsom Community Center (last community rental fee schedule adopted by City Council)



Respectfully Submitted,

Kelly Gonzalez, Parks and Recreation Director

# **ATTACHMENT 1**

## **Community Facility Rental Fee Analysis**

## Community Facility Rental Program Fee Schedule

Agency	Sq Ft	List Rate	Cost per SF	Dining Capacity	Resident/ Business Rate	Non-Profit Rates	Cost per SF Res/NIP	Required Minimum Hours	Notes
<b>Community Center Full Ballroom Comparisons</b>									
City of Citrus Heights Community Center	7200	\$306.34/hr	\$0.04	400	\$250.16/hr	\$250.16/hr	\$0.03/\$0.03	8 hours	2/3 Hall
LaSierra Community Center (Carmichael)	6174	\$195.00/hr	\$0.03	385	\$180.00/hr	\$125.00/hr	\$0.03/\$0.02	N/A	
<b>City of Folsom</b>	<b>8500</b>	<b>\$260.00/hr</b>	<b>\$0.03</b>	<b>508</b>	<b>\$180.00/hr</b>	<b>\$125.00/hr*</b>	<b>\$0.02/\$0.01</b>	<b>Sun-Thu: 4 hours Fri-Sat: 8 hours</b>	<b>*Folsom Non-Profits only</b>
<b>Proposed rate for City of Folsom</b>	<b>8500</b>	<b>\$302.00/hr</b>	<b>\$0.04</b>	<b>508</b>	<b>\$227.00/hr</b>	<b>\$227.00/hr</b>	<b>\$0.03/\$0.03</b>	<b>Mon-Thu: 4 hours Fri-Sun: 8 hours</b>	<b>Proposed 16% increase on list rate</b>
<b>Community Center Half Ballroom Comparisons</b>									
City of Citrus Heights Community Center	3600	\$222.60/hr	\$0.06	170	\$195.04/hr	\$195.04/hr	\$0.05/\$0.05	8 hours	1/3 Hall
Carmichael Park Clubhouse	4480	\$120.00/hr	\$0.03	150	\$100.00/hr	\$75.00/hr	\$0.02/\$0.02	N/A	
<b>City of Folsom</b>	<b>4250</b>	<b>\$130.00/hr</b>	<b>\$0.03</b>	<b>275</b>	<b>\$95.00/hr</b>	<b>\$70.00/hr*</b>	<b>\$0.02/\$0.02</b>	<b>Sun-Thu: 4 hours Fri-Sat: 8 hours</b>	<b>*Folsom Non-Profits only</b>
<b>Proposed rate for City of Folsom</b>	<b>4250</b>	<b>\$151.00/hr</b>	<b>\$0.04</b>	<b>275</b>	<b>\$113.00/hr</b>	<b>\$113.00/hr</b>	<b>\$0.03/\$0.03</b>	<b>Mon-Thu: 4 hours Fri-Sun: 8 hours</b>	<b>Proposed 16% increase on list rate</b>

City of Folsom	3200	\$100.00/hr	\$0.03	128	\$80.00/hr	\$30.00/hr*	\$0.03/\$0.01	Sun-Thu: 4 hours Fri-Sat: 8 hours	*Folsom Non-Profits only
Proposed rate for City of Folsom	3200	\$116.00/hr	\$0.04	128	\$87.00/hr	\$87.00/hr	\$0.03/\$0.03	Mon-Thu: 4 hours Fri-Sun: 8 hours	Proposed 16% increase on list rate
<b>R.G. Smith Room Comparisons</b>									
City of Citrus Heights Community Center	1350	\$111.30/hr	\$0.08	60	\$89.04/hr	\$89.04/hr	\$0.07/\$0.07	4 hours	Room South A
Maidu Community Center ** (Roseville)	814	\$61.00/hr*	\$0.07	70	\$51.00/hr	\$51.00/hr	\$0.06/\$0.06	2 hours	*Business/Commercial rate- same as list rate **Room 3
City of Folsom	1000	\$55.00hr	\$0.06	50	\$45.00/hr	\$25.00/hr	\$0.05/\$0.03	Sun-Thu: 4 hours Fri-Sat: 8 hours	*Folsom Non-Profits only
Proposed rate for City of Folsom	1000	\$64.00/hr	\$0.06	50	\$48.00/hr	\$48.00/hr	\$0.05/\$0.05	Mon-Thu: 4 hours Fri-Sun: 8 hours	Proposed 16% increase on list rate

## **ATTACHMENT 2**

### **Current and Proposed Community Facility Rental Fee Comparison**

### Indoor Venues

Rates are based on the minimum rental time

(Currently: 8 hours Friday-Saturday, 4 hours Sunday-Thursday. Proposed change: 8 hours Friday-Sunday, 4 hours Monday-Thursday)

Location	Current Rate	Proposed Rate	Percent Change
<b>Community Center Ballroom</b>			
Friday-Sunday	\$ 2,080	\$ 2,416	16%
Monday-Thursday	\$ 1,040	\$ 1,208	16%
<b>Community Center East Room</b>			
Friday-Sunday	\$ 1,040	\$ 1,208	16%
Monday-Thursday	\$ 520	\$ 604	16%
<b>Community Center West Room</b>			
Friday-Sunday	\$ 1,040	\$ 1,208	16%
Monday-Thursday	\$ 520	\$ 604	16%
<b>Community Center R.G Smith Room</b>			
Friday-Sunday	\$ 440	\$ 512	16%
Monday-Thursday	\$ 220	\$ 256	16%
<b>Community Center Kitchen add-on</b>	\$ -	\$ 450	New
<b>Robert H. Miller III Rotary Clubhouse</b>			
Friday-Sunday	\$ 800	\$ 928	16%
Monday-Thursday	\$ 400	\$ 464	16%

### Outdoor Venues

Hourly rates are listed unless otherwise specified

Location	Current Rate	Proposed Rate	Percent Change
<b>Dan Russell Rodeo Arena (per day)</b>	\$ 1,500	\$ 1,500	0%
<b>Zittel Family Amphitheater (proposed 4-hour minimum)</b> Currently \$175/hr with no minimum time frame	\$ 175	\$ 150	-14%
<b>Turntable (proposed 4-hour minimum)</b> Currently \$125/hr with no minimum time frame \$100/hr add-on if included with Zittel Family Amphitheater	\$ 125	\$ 100	-20%
<b>Alleyway (proposed 4-hour minimum)</b> Currently \$75/hr with no minimum time frame \$50/hr add-on if included with Zittel Family Amphitheater	\$ 75	\$ 50	-33%
<b>Johnny Cash Trail (per user)</b>	\$ 3	\$ 3	0%

### Park Pavilions

Daily rates for up to 8 hours between 9 am - 8 pm

Location	Current Rate	Proposed Rate	Percent Change
<b>Broder Park Pavilion</b>	\$ -	\$ 160	New
<b>Folsom City Lions Park Gazebo</b>	\$ 250	\$ 160	-36%
<b>Folsom City Lions Park Pavilion</b>	\$ 250	\$ 200	-20%
<b>Lew Howard Park Pavilion</b>	\$ 250	\$ 200	-20%
<b>Livermore Park Pavilion (near sand courts)</b>	\$ 250	\$ 160	-36%
<b>John Kemp Park Pavilion (blue half)</b>	\$ 250	\$ 160	-36%
<b>Nisenan Park Pavilion</b>	\$ -	\$ 160	New

## **ATTACHMENT 3**

### **Proposed Community Facility Rental Fee Schedule**

# Parks & Recreation Department

## Proposed Community Facility Rental Fee Schedule

<b><u>Indoor Venues</u></b>	Friday-Sunday	Monday-Thursday	Additional hours	Capacity (banquet)
Community Center Ballroom	\$2,416	\$1,208	\$302/hr.	560/ 8,500 sq ft
Community Center East Room	\$1,208	\$604	\$151/hr.	233/ 4,250 sq ft
Community Center West Room	\$1,208	\$604	\$151/hr.	275/ 4,250 sq ft
Community Center Kitchen add-on	\$450	\$450	---	2,000 sq ft
Community Center R.G. Smith Room	\$512	\$256	\$64/hr.	50/ 1,000 sq ft
Robert H. Miller III Rotary Clubhouse	\$928	\$464	\$116/hr.	128/ 3,200 sq ft
<ul style="list-style-type: none"> <li>• Fridays through Sundays 8-hour block/ Mondays through Thursdays 4-hour block</li> <li>• 25% Discounts for Residents, Folsom Businesses, Government Agencies, and Non-Profit Organizations.</li> <li>• General Liability Insurance required for indoor facility rentals</li> </ul>				

<b><u>Outdoor Venues</u></b>	Rate	Additional hours	Square Footage
Dan Russell Rodeo Arena	\$1,500 per day		117,000 sq ft
Zittel Family Amphitheater	\$600 (4 hours)	\$150/hr.	5,285 sq ft
Turntable	\$400 (4 hours)	\$100/hr.	7,850 sq ft
Alleyway	\$200 (4hours)	\$50/hr.	9,413 sq ft
Johnny Cash Trail- User Fee	\$3 per user		

<b><u>Park Pavilions</u></b>	Daily Rate (up to 8 hours between 9am-8pm)	Capacity
Broder Park Pavilion*	\$160	70
Folsom City Lions Park Gazebo	\$160	60 (tables not included)
Folsom City Lions Park Pavilion	\$200	200
Lew Howard Park Pavilion	\$200	200
Livermore Park Pavilion (near sand courts)	\$160	70
John Kemp Park Pavilion (blue half)	\$160	70
Nisenan Park Pavilion*	\$160	70
<ul style="list-style-type: none"> <li>• Reservation must be placed at least 7 days in advance. Reservations not available holiday weekends</li> <li>• *Broder and Nisenan Parks are not available through online reservations</li> </ul>		



## **ATTACHMENT 4**

**Resolution No. 8792 – A Resolution Rescinding Resolution No. 8053 and Establishing  
a New Fee Schedule for the Folsom Community Center**

**RESOLUTION NO. 8792**

**A RESOLUTION RESCINDING RESOLUTION NO. 8053 AND ESTABLISHING A  
NEW FEE SCHEDULE FOR THE FOLSOM COMMUNITY CENTER**

**WHEREAS**, the City of Folsom desires to maximize the cost recovery of the Folsom Community Center while providing a high-level of customer service; and

**WHEREAS**, the Folsom Community Center offers many opportunities for social, business, and community gatherings; and

**WHEREAS**, the City seeks to offer a fair and equitable fee structure while attempting to offset operational, maintenance, and other expenditures; and

**WHEREAS**, the City has established a fee for Community Charitable Urgency Events that is equivalent to the Folsom non-profit hourly rental fee; and

**WHEREAS**, the effective date of the fee and policy changes shall be March 1, 2011.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom adopts the attached fee schedule for the Folsom Community Center.

**BE IT FURTHER RESOLVED**, that Resolution No. 8053 is hereby rescinded.

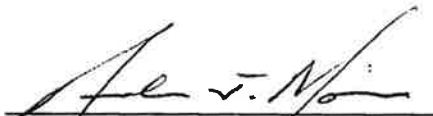
**PASSED AND ADOPTED** on this 8<sup>th</sup> day of February 2011, by the following roll-call vote:

**AYES:** Council Member(s): Howell, Miklos, Sheldon, Starsky, Morin

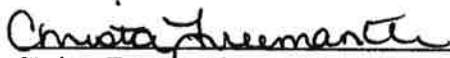
**NOES:** Council Member(s): None

**ABSENT:** Council Member(s): None

**ABSTAIN:** Council Member(s): None

  
\_\_\_\_\_  
Andrew J. Morin, MAYOR

**ATTEST:**

  
\_\_\_\_\_  
Christa Freemantle, CITY CLERK

**FOLOSM COMMUNITY CENTER RENTAL FEE SCHEDULE  
EFFECTIVE FEBRUARY 9, 2011**

SUNDAY & THURSDAY (HOURLY/4 HR MIN) BETWEEN 9AM and 12 MIDNIGHT (MON-WED WITH APPROVAL)	ROOM	FEE	FOLSOM RESIDENT	FOLSOM NON-PROFIT
	ENTIRE BALLROOM	\$260.00	\$180.00	\$125.00
	1/2 BALLROOM	\$130.00	\$95.00	\$70.00
	ACTIVITIES ROOM	\$55.00	\$45.00	\$25.00
	ENTIRE BALLROOM	\$2,080.00	\$1,200.00	\$1,200.00
	1/2 BALLROOM	\$1,040.00	\$760.00	\$760.00
	ACTIVITIES ROOM	\$100.00	\$100.00	\$100.00
	ADDITIONAL HR/ENTIRE	\$260.00	\$150.00	\$150.00
	ADDITIONAL HR/1/2	\$130.00	\$95.00	\$95.00
	ENTIRE BALLROOM	\$2,080.00	\$1,440.00	\$1,440.00
	EAST OR WEST ROOM	\$1,040.00	\$760.00	\$760.00
	ACTIVITIES ROOM	\$200.00	\$200.00	\$200.00
	ADDITIONAL HR/ENTIRE	\$260.00	\$180.00	\$180.00
	ADDITIONAL HR/1/2	\$130.00	\$95.00	\$95.00
<b>ADDITIONAL FEES</b>				
SECURITY DEPOSITS	ENTIRE BALLROOM	\$600.00	\$600.00	\$600.00
	1/2 BALLROOM	\$300.00	\$300.00	\$300.00
	ACTIVITIES ROOM	\$100.00	\$100.00	\$100.00
IF A NON RECOMMENDED CATERER IS USED	ENTIRE BALLROOM	\$750.00	\$750.00	\$0.00
	1/2 BALLROOM	\$450.00	\$450.00	\$0.00
ADDITIONAL FLOOR PLAN SCHEDULED (PER HOUR NOT SCHEDULED IN ADVANCE)	ENTIRE BALLROOM	\$200.00	\$100.00	
	1/2 BALLROOM	\$100.00	\$50.00	
CITY HALL COURT YARD				
WEST PATIO				
<p>Special discount rates apply to the following organizations: 1) City of Folsom Non-Profit Groups 2) Folsom Residents 3) Licensed Folsom Businesses and 4) Government Agencies. For additional information please contact the Folsom Community Center at 52 Natoma Street, Folsom, CA 95630 (916) 355-7299.</p>				

\* HOLIDAY RENTALS FOLLOW THE SATURDAY RATES

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

**To:** Parks & Recreation Commission  
**From:** Kelly Gonzalez, Parks & Recreation Director  
**By:** Chad Gunter, Recreation Supervisor  
**Date:** October 3, 2023  
**Subject:** Recreation & Community Services Division - Aquatics

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## I. Notable Achievements & Services

- The 2023 summer season officially ended on Monday September 4, 2023.
- The Sierra Marlins continue to utilize the Steve Miklos Aquatic Center and the Vista Del Lago High School pool on a year-round basis.
- Folsom Sea Otters and Sierra Marlins are collaboratively working together this fall in providing a seasonal fall competitive swim clinic.
- Fall Sea Squad Swim School is currently running and will hold learn to swim classes in the afternoon through October 26, 2023. Currently there are 247 Sea Squad participants registered for our fall lessons.
- Poderosa High School is currently utilizing the Vista Del Lago High School pool for water polo practice Monday – Friday. Poderosa High School will continue to utilize the facility through October from 7:30 – 9:15pm.
- September participation #'s as of September 25, 2023:

-Sierra Marlins:	5,100
-Dos Rios Divers:	180
-Recreation/Lap Swim/Aquacise	1,376
-Sea Squad Swim School	457
-Ponderosa Water Polo (Vista Del Lago High School)	270
-Sierra Marlins Swim Meets	2,000

**Totals** **9,383**

-Inflatable wristbands sold	1,698
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# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

- **September 2023 skate & bike park Information:**

September (Through 9/25/23) participation totals: 143

City staff with the help of the Public Works Department - Street Division was able to move and re-shape dirt, jumps, and start hill and re-opened a portion of the bike park September 16, 2023. Project took an estimated 80+ full-time staff hours to complete.

## II. Upcoming Department Related Events

- Fall Sea Squad swim lessons September 11 – October 26
- **Bark “n” Splash Bash October 7**
- **Swim with the Pumpkins October 21**
- Sierra Marlins Junior Classic November 3 – 5
- Sierra Marlins Senior Classic November 10 - 12

## III. Progress on Key Projects

A new Instructional pool heater was installed September 6 – 9. Installation of some smaller equipment updates has also taken place during the month of September. Two new pool covers arrived on September 26, 2023. Projects are taking substantially longer to complete due to extended lead times and supply chain issues.

## IV. Significant Training / Recruitment Accomplishments

Recruitment for a Sr. Maintenance Worker – Aquatics, was completed. Job offer was offered and accepted by Cillian Spain, who will be joining the Aquatic Center staff Monday October 2. Mr. Spain has worked with the FCUSD at Vista Del Lago High School and is familiar with our staff, operations, and the Vista Del Lago pool. We are excited about this new addition to our team.

The Aquatic Exercise Association will be holding a 2-day regional training at the Steve Miklos Aquatic Center September 30 – October 1, 2023. Training is being led by Ashley Bishop. Ashley Bishop started out as a professional dancer and choreographer in Canada, Mexico and with Carnival Cruise Lines. Now in Las Vegas, NV, Ashley is an Aquatic Training Specialist & Education Manager for AEA, a Registered Ballet Teacher with the Royal Academy of Dance, and a continuing education provider for ACE, AFAA & AEA. All 3 of our current Aquacise Instructors along with Recreation Coordinator II, Cynthia Mandel will be participating in the course.



# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT



# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission

From: Kelly Gonzalez, Parks & Recreation Director

By: Sarah Trobee, Recreation Supervisor

Date: October 3, 2023

Subject: Recreation & Community Services Division – Community & Cultural Services

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## **I. Notable Achievements & Services**

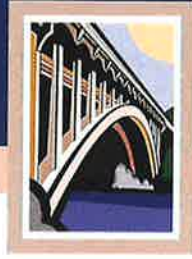
### Community Facilities

- The Community Center hosted 45 reservations during the month of September.
- The Robert H. Miller III Rotary Clubhouse hosted 24 rentals during the month of September.
- In the month of September, there were 28 park pavilion reservations including the annual Folsom Renaissance Faire which took place at Folsom City Lions Park on September 23<sup>rd</sup> and 24<sup>th</sup>. The event sold-out at 5,000 entries per day.

### Gallery and Art Classes

- The 2024 fine art exhibits have all been planned for the Gallery at 48 Natoma. A review of the proposed schedule will be presented to the Exhibit Review Panel later this month. Wide variety of media from spectacular national artists will include paintings, photography, sculptures, textiles, encaustics, and more.
- The front landscaping has been redone in front of the Arts Center. All the old weedy plants have been replaced by new colorful plants. New irrigation and top mulch make the entrance clean and inviting.
- Fall art classes for all ages started on September 5. All 44 sessions of art classes with over 300 students currently enrolled are underway with no classes being

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

cancelled for low enrollment. The building is busy from 9 am to 9 pm most weekdays.

- Bids and site inspections have begun for improvements to the Art Center including new track lights, painting, equipment replacements and repairs. The most disruptive activities will be done during the gallery down time at the end of January. These improvements will be funded by the Annual Glass Pumpkin Patch proceeds.

## Senior Services and Center

- The Senior and Teens Recreation Coordinator II, Nadia Khokhhar Roberts has been busy on-boarding new staff to help in the Senior Lounge. We have hired -
  - 1 Lounge Attendant
  - 1 Teens/Seniors Recreation Specialist
  - 1 Intern (see below for more info)
- Technology Workshop and the 1:1 classes have been very popular
- Staff is working with Prairie City Landing on hosting a Senior Resource Fair next month, on October 20<sup>th</sup>
- Activities in the Senior Lounge continue -
  - Drop-in activities M-F, 9am-4:30pm
    - Off Key Singers on Monday and a new Guitar Sing-along on Friday afternoons
    - Bridge
    - Pinochle
- Monthly Groups:
  - Parkinson's Support Group the 4<sup>th</sup> Monday.
  - Alzheimer's Support Group 2<sup>nd</sup> Friday.
  - Grief Group 1<sup>st</sup> & 3<sup>rd</sup> Friday.
  - Memoir Writing every Wednesday.
  - Book Club 2<sup>nd</sup> Thursday.
- Zumba Gold is gaining in popularity with 12 registrations this month

## Teen Services

- The Cave Teen Centers continue to serve 65 students monthly at Sutter Middle School and 37 at Folsom Middle School.



# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

- Both sites are currently full with waitlists. Staff are actively recruiting to hire new Recreation Leaders to be able to increase the number of students in the program.
- Staff are facilitating themed activities and art projects along with weekly STEM team challenges including building paper towers and “snackivities” including rock candy.
- We added an intern from San Jose State’s Recreation, Parks and Tourism Administration program who will be with us through December.
  - Leia Matter is coordinating the return of the Holiday Art Gift Sale. This event will be held in conjunction with the next Gallery Opening on November 17, 2023, giving visitors a chance to shop for handmade holiday gifts as well as peruse the new gallery.
  - She is also creating a Halloween Themed Escape Room experience for both of our CAVE locations. Pictures will be in next month’s report.
- The Folsom Teen Council had a great kick off to the school year with over 195+ students attending the first member meeting on September 14<sup>th</sup>. One of the P&R Community Partners, Teaspoon Folsom, was in attendance offering free drinks to all in attendance.
- During this month’s Teen Council Officer Meeting, the President introduced officer goals for the 23/24 school year. The President met with the Council Advisor to discuss goals for each of the officers and the president will be meeting with each officer regularly to ensure their goals are met by the end of their term.
- The weekend of September 23 & 24, over 125 teens volunteered at the Renaissance Faire. The Folsom Teen Council handles the parking for this event and is the largest fund raiser for the group. In partnership with the FAA, the Teen Council was able to utilize credit card payments for parking by using Square and generate nearly \$1,000 on the app. Funds raised from this event will go towards funding Teen Council initiatives such as their Shopping with S.T.A.R.S. event in December.

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

## Youth Services

- Kindergarten Readiness and Fun Factory Preschool programs had a great first month of school.
  - Our three 3-year-old classes are doing great. All the students have done a great job of adjusting to being away from their parents and have really blossomed into amazing little students!
  - Our 4-year-olds and Kindergarten Readiness kids have been working hard on their letters of the week, they are taking on responsibilities with classroom jobs each day, they enjoyed going through a 5 Senses Unit, and best of all – they are making all kinds of new friendships and already learning things they need to know before they get to TK or Kindergarten.
- After getting the preschool program up and running for the 2023-24 school year, Recreation Coordinator II, Whitney Kahn sent out a survey to assess the overall program experience in the Vacation Zone Summer Day Camp program. We are very excited to report and highlight the following results:
  - When asked if they would recommend Vacation Zone to a friend, **100%** of respondents said **YES!**
  - 97.6% of parents said that the program and their overall experiences in the program **met or exceeded their expectations.**
  - Some quotes from parents that recapped their experience:
    - Both my kids LOVED their interactions with the camp leaders. The staff seemed well trained and happy to be working with the kids.
    - My kids were so happy with their camp experience they were begging me to sign them up for every week. They loved the connections they made with the camp leaders.
    - My kiddos LOVE camp. They look forward to it every year! They love the staff, the field trips and all the activities. Can't wait till next summer!



# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

- Vacation Zone provided a fun-filled summer for our child, packed with exciting activities, swimming and field trips. He couldn't wait to go back every day! In addition, the staff were patient, kind and made the experience so much fun for the kids.
- This was our first year attending this camp and the kids are excited to return next year. There was plenty to do and I felt like the kids were safe and well looked after.
- My daughter looks forward to summer camp every year. She loves all the awesome staff members, weekly field trips and trips to aquatic center. We plan to send her to camp next year too. Highly recommend.



## Social Media and Special Events

- \*18 photos and \*one video were released in September with an average monthly reach of \*38.7K+ and \*10.5K+ post engagement, and \* video views. \*17 Instagram/Facebook Stories were posted in August with 5.4K+ unique account views.
- 2 new event campaigns were launched in September for the upcoming 3<sup>rd</sup> Annual Wild Howl-O-Ween Event at the Folsom City Zoo Sanctuary and the upcoming 23<sup>rd</sup> Annual Wayne Spence Folsom Veterans Day Parade. We'll be filming and producing a couple of videos with 2B Glass studios in preparation for the upcoming event.

### ***Wild Howl-O-Ween Event***

<https://www.facebook.com/events/1246034682723627>



# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

## ***Veterans Day Parade Event***

*\*launching at the end of the month*

- The 10<sup>th</sup> Annual Folsom Community Service Day was captured by the Parks & Rec Social Media Team. A number of key projects were photographed and filmed for a release in early October.



- A highlight video of the Folsom Mayor's Cup was filmed and produced along with a gallery of photos highlighting the day was shared to promote the upcoming tournament in 2024.

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT



- The 26<sup>th</sup> Annual Mayor's Cup Golf Tournament was held on Friday, September 22. There were 140 golfers who enjoyed a perfect day on the golf course at Empire Ranch Golf Club to raise funds for the CAVE Teen Centers. Throughout the round, golfers enjoyed additional fun and games such as Longest Marshmallow Drive, Corn Hole, and Hit the Green to Win Some Green. At the time of this report, we are still tallying the overall budget numbers and will be able to report out at the commission meeting.

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

**To:** Parks & Recreation Commission  
**From:** Kelly Gonzalez, Parks & Recreation Director  
**By:** Chris O'Keefe, Parks & Facilities Manager  
**Date:** October 3, 2023  
**Subject:** Monthly Update

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## I. Community Center Low-Slope Roof Replacement

- Re-roof of low-slope areas at Community Center complete.
- Project was funded by savings achieved with the City Hall & Community Center tile roof projects.

## II. Community Service Day

The following projects were supported by Parks Maintenance:

- Young Wo Entry Landscape
- Lembi Park Bollard Removal
- Removal of Metal Tree Baskets – Parkway Trails
- Hancock Drive Trail Head Enhancement

## III. Maintenance Activities

- Lighting control repairs for Davies Basketball/Tennis courts were completed.
- Dumpster enclosure gates repaired at Upper Livermore.
- Damaged curb stops replaced at Lembi parking lot.
- Water features off/team will prep for winter.
- (5) Dead trees removed by Parks staff.
- Benches installed at Ed Mitchell tennis courts.
- Staff provided support for the Renaissance Faire.



# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT



**Ed Mitchell Tennis Court Benches**



**Upper Livermore Trash Enclosure Repair**

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT



**Tree Removal at Kids Play Park**



**CSD – Young Wo Cemetery**



# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission  
From: Kelly Gonzalez, Parks & Recreation Director  
By: Brett Bollinger, Senior Trails Planner  
Date: October 3, 2023  
Subject: Trail Planning Division Monthly Report for September 2023

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### III. Progress on Key Projects

- **Folsom Blvd Class I Overcrossing Feasibility Study Report (FSR)**

Project Description: The objective of the FSR is to consider possible alternatives for establishing an east-west gap closure across Folsom Boulevard and the feasibility for its implementation. The City is currently considering a Class I multi-use overcrossing at an undetermined location between Blue Ravine Road and Glenn Drive. The connection must be safe, convenient, and cost-effective.

Request for Proposal (RFP) Date:	August 2022
Consultant Award Date:	November 2022
Start FSR Process:	December 2022

September Activity: Final Public Outreach Workshop meeting is scheduled for October 19, 2023, at the Folsom Community Center at 52 Natoma Street from 5pm – 7pm. The project will also have an Online Community Survey for those that can't make the in-person Public Outreach Workshop that will run from October 16 – 30.

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

June-August Activity: Project team held the project's second Focus Group meeting on July 18, 2023. The meeting had a turnout of approximately 16 stakeholders. During this meeting the study team presented an overview of the feedback heard from the previous stakeholder meeting and public online questionnaire, share the refined alternatives for the overcrossing, and provide an overall project update.

April – May Activity: Project team posted an online Questionnaire regarding the merits of four proposed alignments. The Questionnaire was open for two weeks and received over 200 responses. The project team met with SacRT engineers to discuss specifics on where the proposed overcrossing alignment could touchdown near or adjacent to the Glenn Station platform.

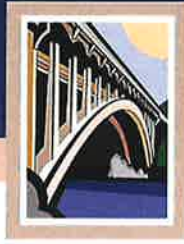
- **Mangini Ranch Trails**

Project Description: The project consists of the design/engineering and construction of approximately 3 miles of new Class I multi-use trails in the Folsom Plan Area (FPA) Mangini Ranch development. This project meets the City's goal of developing recreational facilities in the FPA Mangini Ranch development and helps make the new residential and commercial developments a community of choice for living, working, and enjoying leisure activities. The 3 miles of trail segments provides a much-needed multi-use trail in the FPA Mangini Ranch development to support the residential developments being constructed.

Request for Proposal (RFP) Date:	June 2021
Consultant Award Date:	September 2021
Start Design Process:	December 2021

April – September Activity: Due to ongoing construction in the southeast and southwest corners of the Mangini Ranch development, completion of the design/engineering process has been delayed until fall 2023. Construction is expected to begin in early 2024.

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

- **Folsom-Placerville Rail Trail**

Project Description: Design and construct approximately 1.6 miles of 12'-wide Class I Bike Path on the north side of East Bidwell Street from the Humbug-Willow Creek Trail to Iron Point Rd. The gap closure project will provide a

continuous and safe corridor for bicyclists and pedestrians, connecting residents to community destinations. The corridor also serves several local schools and parks, as well as to other local bike and walking paths. Because

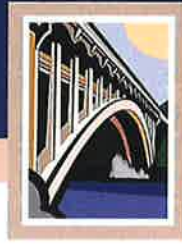
of its widespread benefits, this project has been identified as a high priority project in the City of Folsom Active Transportation Plan, adopted in June 2022. Project completion would result in a gap closure of a trail that was identified as part of SACOGs Regional Trail Network.

The project currently has committed funding and an executed design/engineering consultant contract to complete the Environmental Phase and Preliminary Engineering for plans developed to a 30% level of completion. The project is seeking an additional funding request with local match to complete the Design/Engineering (PS&E) phase of the project, with plans developed to 100% level of completion, and fully fund the Construction (CON) phase.

Request for Proposal (RFP) Date:	Summer 2023
Consultant Award Date:	Summer 2023
Start Design Process (100% plan set):	Summer/Fall 2023

June – September Activity: Staff are working with the design team to complete the design by spring 2024. Staff expects to be under construction in Sumer 2025 once the new water pipeline for the FPA is completed. The project trail alignment will follow the FPA waterline alignment once it is installed.

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

January – May Activity: Staff were informed that our SACOG Regional ATP grant application was going to be approved for funding. The grant request would fully fund the project for design/engineering completion and

construction. The project grant application was recommended for approval at SACOGs Transportation Committee meeting on March 2, 2023. SACOG Board approval meeting is scheduled for March 16, 2023.

- **Trail Connections**

Project Description: The three trail connection projects, which are part of the City Bikeway Master Plan, would fill important gaps in the city-wide trail network. Two of the connections being proposed are along the Oak Parkway Trail and the third is along the Humbug-Willow Creek Trail at the East Bidwell Street undercrossing.

1. **Oak Parkway Trail - Willow Creek Drive Connection** – Complete the Class I Oak Parkway Trail connection to Willow Creek Drive. When this Oak Parkway trail segment was constructed, funding was limited, and the trail came 900-feet short of connecting to Willow Creek Drive. Cyclists and pedestrians currently share a 4-foot-wide sidewalk through BT Collins Park, which creates unnecessary conflicts. The project would be to complete the remaining 900 feet of trail to connect with the Willow Creek Drive crosswalk.
2. **HBWC Trail - East Bidwell Street Connection** - Provide a much-needed Class I trail connection from the Humbug-Willow Creek trail undercrossing to East Bidwell Street Class II bike lanes.
3. **Oak Parkway Trail - McFarland Drive Connection** - Provide a 100-foot-long Class I connection from the Oak Parkway Trail to McFarland Drive for the neighborhood south of the trail corridor. Currently pedestrians and cyclists use unpaved access to the trail.

Request for Proposal (RFP) Date:	August 2020
Consultant Award Date:	November 2020
Start Design Process:	January 2021

# Monthly Report

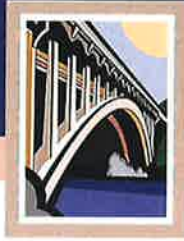


CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

May – September Activity: Staff submitted an application for grant funding through State Parks Recreational Trail Program (RTP). Applications were due by 5pm on June 15, 2023. Grant award recipients will be notified in late 2023.



# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

## **Active Transportation Plan (ATP)**

**Project Description:** The new Active Transportation Master Plan (ATP) for the City will combine the master plans for both the pedestrian and bicycle facilities citywide. The ATP will guide the planning, development, and maintenance of existing and future bicycle and pedestrian facilities within the city, including recommended citywide active transportation network improvements and Safe Routes to School.

Request for Proposal (RFP) Date: January 2020  
Consultant Award Date: February 2020

Start ATP Process: August 2020  
ATP Completion: June 2022

Final ATP:

- Parks Commission Adoption Recommendation June 7<sup>th</sup>
- City Council Adoption June 14<sup>th</sup>

### • **Trails Wayfinding**

City staff is actively working on identifying specific locations for wayfinding signage for trails north of Highway 50. Staff expects to have a draft list of wayfinding signage location, sign type and sign content in Fall/Winter 2023-2024.

### • **Trails Naming**

Staff are currently working on naming the more than 50 miles of trails north of Highway 50 and the 30 miles of future trails in Folsom Plan Area (FPA). Staff held a kick-off meeting with the Auburn Rancheria earlier this year to assist the City with trail naming.

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

## Trails Grant Applications

1. California Natural Resources Agency Prop 68 Per Capita Program: On May 28, 2019, the City submitted a Per Capita Allocation Questionnaire that opted the City into the Per Capita Allocation grant program. On June 24, 2020, OGALS announced that the Per Capita allocation for the City of Folsom was \$177,952. In addition to the allocation, the City also received \$47,963 in Urban County Per Capita funds. The total Per Capita Allocation for the City is \$225,915. With the required 20% match of \$45,183 the City will have **\$271,098** to utilize on eligible capital outlay projects(s). Staff held a Planning and Development Subcommittee meeting on September 30, 2020, to recommend project(s) to the full commission. The subcommittee recommended using the grant funding on renovation and new amenities at Ed Mitchell Park. At the October 6, 2020, Parks and Recreation Commission meeting, commissioners voted in favor of using the grant funding money for Ed Mitchell Park renovation and new amenities. Next step in the process is for staff to submit an application for the selected project(s) to (OGALS) for approval.

Staff submitted the Per Capita Grant Application in December 2021 to receive authorization to move forward with the proposed improvements to Ed Mitchell Park. Currently, about half of the improvements have been completed.

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission

From: Kelly Gonzalez, Parks & Recreation Director

By: Brad Nelson, Park Planning Manager

Date: October 3, 2023

Subject: Park Planning Monthly Report for September 2023

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## **I. Notable Incidents / Events**

- The River District Master Plan (RDMP) – Working Group meeting held to refine project boundaries and discuss expectations from Staff. Current and long-range planning projects that may impact the RDMP were also discussed.
- Central Business District Master Plan – Project Kick-off meeting held to discuss anticipated outcomes, overview of the project methodology and schedule, preliminary requests for information, confirm communications protocol, review with the community advisory committee and discuss next steps.

## **II. Progress on Key Projects**

- Johnny Cash Trail Art Experience Pick No. 1. – Bid package was issued August 14<sup>th</sup>. There was a mandatory pre-bid conference held at the project site on August 29<sup>th</sup>. Bids were due September 12<sup>th</sup>. Three bids were received. Staff is confirming project funding availability.
- Benevento Family Park –CEQA and Design development are underway. Staff meeting bi-weekly with the project landscape architect. As design development continues., the cost estimate will be updated to determine what can be included in Phase I
- Prospector Park – Construction is underway. Rough grading of the site includes a large-scale rock crushing operation.



# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT



Prospector Park Rough Grading

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT



Prospector Park Rough Grading

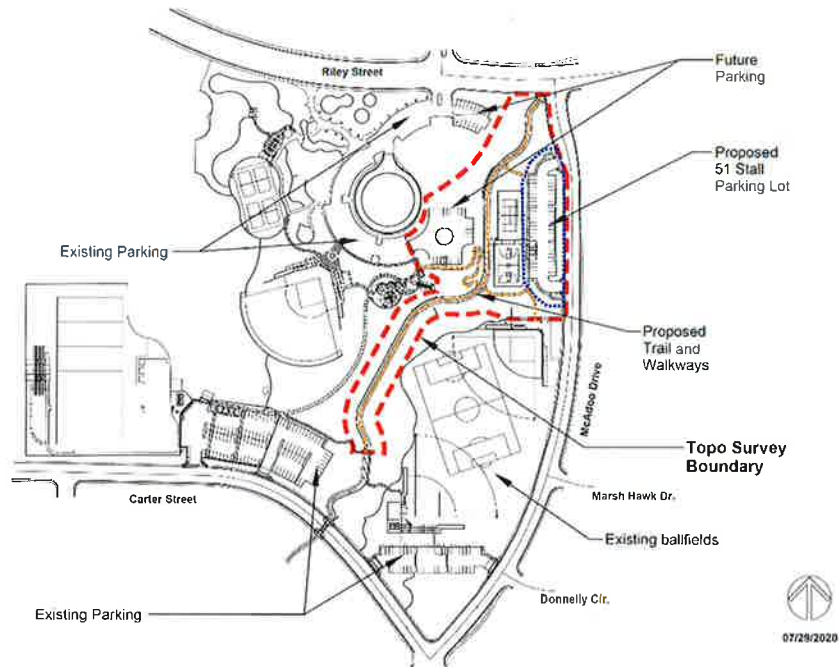


# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

- Livermore Community Park Phase 5A – This project is a 51± parking lot located on McAdoo Drive. This will relieve parking congestion in the adjacent neighborhood. The project includes the parking lot and completions of trails. Project Kick-off meeting held at the project site on August 27<sup>th</sup>. Refinements to project boundaries and grading were discussed. Existing utilities, future utilities and future water tanks were also reviewed.



Livermore Community Park Phase 5A

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

- Zoo Perimeter Fence Project – This project is a regularity issue by United States Department of Agriculture (USDA), who provide the yearly operating license for the Zoo. The existing perimeter fence is no longer in compliance and needs to be replaced by early January 2024. Staff is working diligently to reduce costs for the 6.7-acre facility perimeter fence, which also includes the main entry fencing. The project was approved for construction on July 25<sup>th</sup> by the City Council.
- Staff is working with the Community Development Department (CDD) to discuss initial planning ideas for the park facilities to be located in the Town Center in the Folsom Plan Area. This urban park is a crucial element to the success of the Town Center. CDD is talking with potential developers that the landowners are working with.
- Andy Morin Sports Complex Overhead Covering – Final plans and specifications received. These are being reviewed and approved.
- Staff is working with AT&T for a future First Responders cell tower to be potentially located in a City facility in the Folsom Plan Area. The intention of starting planning early is to accommodate the ground lease space requirement as part of the initial site design. Several locations in the Folsom Plan Area are currently being studied.

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission

From: Kelly Gonzalez, Parks & Recreation Director

By: Derik Perez, Recreation Supervisor

Date: October 3, 2023

Subject: Recreation & Community Services Division - Sports

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The Sports section is responsible for coordinating the City's sports leagues, programs, and sports related special events. Additionally, this section coordinates the scheduling of the community's youth sports leagues and their relationship with the Folsom Cordova Unified School District (FCUSD) Joint Use agreement. Staff continues to enhance and/or leverage additional recreational services through partnerships/sponsorships with local businesses, community groups and/or individual volunteers. This section also provides a variety of recreational activities at the Andy Morin Sports Complex for youth and adults, and seniors including sports leagues, camps, indoor batting cages, sports classes, two preschools and a meeting room.

## **I. Sports Division Update**

- The Andy Morin Sports Complex is open to the public. (Monday–Friday 10 a.m.– 10 p.m., Saturday and Sunday 9 a.m.- 8 p.m.)
- The Sports Division is continuously recruiting for part-time positions: scorekeepers, officials, site monitors, ballfield maintenance prep, front desk/customer service, facility shift supervisor and recreation program specialists. All positions are posted at [Job Opportunities | Folsom, CA](#)

## **II. Notable Incidents/ Events**

- Folsom was host to four youth softball tournaments at Kemp Park and Lembi Community Park.
- Folsom was host to one adult softball tournament at Lembi Park.
- The Andy Morin Sports Complex was host to two youth indoor basketball tournaments.
- The Andy Morin Sports Complex hosted one Roller Derby tournament.
- Summer Adult Outdoor Soccer league continued with a total of 17 teams participating at Kemp Community Park.

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

- Fall Adult Softball league continued with a total of 33 teams playing at Lembi Community Park.
- Fall Indoor Adult Soccer league continued with thirteen teams playing at the Andy Morin Sports Complex.
- Fall Adult Flag Football league started with eight teams playing at Kemp Community Park on Friday nights.
- Staff continues to schedule field rentals for use in the parks based on field availability for all types of sporting requests.
- Fall NFL Flag Football Friday night league held at Kemp Community Park started playing games with 250+ kids.
- Sports division continues to offer recreational sports programming to the community on a weekly basis at various parks and at the Andy Morin Sports Complex.

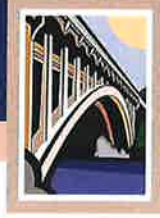
### **III. Community Youth Sports Leagues (CYSL)**

- Field Prep staff continued to coordinate with Parks Maintenance staff to renovate and maintain ballfields for the upcoming fall ball season and youth softball tournament season.
- Staff has worked with scheduling with the fall CYSL's on facility allocations, scheduling and planning for the Folsom Lake Surf Soccer Club, Aspire volleyball Club, Folsom Softball Club, Folsom Freedom Softball, Folsom Cricket Club, Folsom American Little League, Folsom National Little League, Jr. Bulldogs Cheer and Football and Jr. Eagles Cheer and Football youth programs.
- Staff has started to schedule and collaborate for the upcoming CYSL Winter season with Folsom Youth Basketball Association (FYBA).

### **IV. Joint Use Agreement Folsom Cordova Unified School District (FCUSD)**

- Staff continues to work with FCUSD Planning staff to discuss schedules and review of future school modernization projects in the district.
- Staff continues to be involved in joint use planning for planned school sites in the Folsom Plan Area including the new high school facility and next elementary school – Alder Creek Elementary School.

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission

From: Kelly Gonzalez, Parks & Recreation Director

By: Jocelyn Smeltzer, Zoo Manager

Date: October 3, 2023

Subject: Folsom City Zoo Sanctuary Monthly Report for August 2023

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## **I. Notable Achievements & Services**

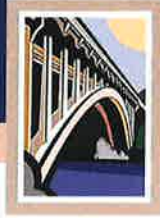
- On August 7, Congressman Kevin Kiley visited the Zoo to congratulate Zookeeper II, Helen Chu for being honored on the Floor of the House of Representatives during National Zookeeper Week.
- Docents hosted:
  - Two tours in August with 93 participants
  - One story time at the Zoo and one-story time at Karen's Bakery for a total of 55 participants including Gracie, the dog, who is a huge fan of story time at Karen's.

## **III. Animal Updates**

- Bearded Dragon, Mushu, had a procedure to remove a lump. She has since healed nicely.
- Wolf hybrid, Draco, had a vet procedure to deal with various minor issues and recovered well.
- Amazon parrot, Andy, had his annual cardiology appointment to check his heart. Despite his limitations, he is doing well.
- Bobcat, Xena, had a veterinary procedure to check her eyes. Dr. Edwards from Animal Eye Center donated her time to help with the exam. While onsite, Dr. Edwards also donated an eye exam for miniature horse, Dasher.
- Zookeepers are now training Xena to voluntarily accept eye drops. The challenge is that she enjoys her goat milk reward so much that she shuts her eyes in delight. Zookeepers are working to find a reward that she likes but will consume with her eyes open so the drops can go in.



# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

## **IV. Progress on Key Projects**

- The part-time guest services team added a new coat of paint to the gift shop and remodeled the interior to be more welcoming and user friendly. Visitors are enjoying the upgrade!
- The part-time grounds team assisted in these areas:
  - adding pea gravel to the raven, peregrine falcon, and golden eagle exhibits
  - painting exhibits
  - landscaping plants in visitor areas

## **V. Participation in Community Activities**

- Zoo staff toured Folsom public library staff through the facility on Aug 24 and 25.

## **VI. Upcoming Zoo Sanctuary Events**

- The Zoo is hosting a 60th anniversary celebration on weekends starting October 1. Each Saturday and Sunday in October (except for Oct 28) guests will enjoy keeper chats, docent biofact tables, animal ambassadors and birthday themed enrichment in animal exhibits. Cost is regular zoo admission.
- On Saturday October 28, the Zoo is hosting Wild Howl-O-Ween from 10 a.m. – 2 p.m. This special event is \$10 and includes many vendors distributing candy. There is also a scavenger hunt with prizes and costumes are encouraged.

## **VII. Significant Training / Recruitment Accomplishments**

- Friends of the Zoo paid for animal training consultant, Margaret Whittaker, to train zoo staff August 7-9. She also presented a power point on animal safe enrichment.

## **VIII. Statistical Data:**

- The Zoo is currently open to the public Thursday, Friday, Saturday, and Sunday from 9 a.m. to 3 p.m. However, on October 1, summer hours end and the Zoo will be open from 10 a.m. to 4 p.m.
- August ticket booth revenue and attendance: \$37,527 and 6,258 visitors.



# Director's Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

Parks and Recreation Commission

From: Kelly Gonzalez, Director

Date: October 3, 2023

Subject: Park and Recreation Director's Report

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## **City Council Updates:**

- September 12, 2023
  - A Resolution Authorizing the City Manager to Execute a Contract with LEED Mechanical for the City Hall Boiler & HVAC Replacement Project
  
- September 26, 2023
  - Resolution Authorizing the City Manager to Execute No.1 to the Agreement with Brightview Landscape Services for Landscape Maintenance Within the Landscape and Lighting Districts, and Community Facilities Districts for the City of Folsom

## **Upcoming City Council Meetings**

- October 10, 2023
  - Proclamation of the Mayor of the City of Folsom Proclaiming October 2023 as National Arts and Humanities Month
  - Study Session on Addressing Homelessness
  - Results of the 10<sup>th</sup> Annual Folsom Community Service Day

## **Director's Items:**

### **New Parks and Recreation Department Staffing**

Joshua Wilson is our newest hire to the Buildings Trade team. Joshua has an extensive background in facilities maintenance and construction. He has worked in the facilities maintenance departments of both the Department of the Navy and the Port of Oakland.

# Director's Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

## **Partnerships**

The City of Folsom continues to strengthen our relationships with our partners. Partnership events, tours, and meetings that the Parks and Recreation Director and staff attended this month include:

- 9/5 California State Parks Partnerships
- 9/6 Folsom Fire Headquarters Tour
- 9/7 2x2 Folsom Cordova Joint Coordination Meeting
- 9/7 Public Safety Awards Rotary Luncheon
- 9/14 Friends of Folsom Parkway Presentation
- 9/18 Jakes Journey
- 9/19 Folsom Historic District Association - Special Events Coordination
- 9/22 24<sup>th</sup> Annual Mayor's Cup
- 9/28 Folsom History Museum and Maker Space Ribbon Cutting
- 9/28 Rotary Future Partnerships – Park Renovations

## **Project Updates**

Johnny Cash Trail Art Experience Pick No. 1. – Bid package was issued on August 14<sup>th</sup>. Bids came in over \$100,000. Staff is putting a hold on the project until internal funds are identified.

Zoo Perimeter Fence Project – Construction will begin this week.

Community Center Roof Project was completed.

## **Program Highlights and Summary**

The 10<sup>th</sup> annual Community Service Day took place on Saturday, September 16, 2023. This major city-wide event mobilizes 1,800 volunteers to complete 100 service projects, as well as deliver two truckloads of pet supplies, 1,000 toys for the Happy Smiles, and 35 bicycles throughout Folsom.

At the 48<sup>th</sup> Annual Mayors Cup, 140 registered players attended. Special thank you to the Parks and Recreation Commissioners who came out to support youth programs.

# Director's Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

Meetings with internal stakeholders on assisting with the implementation and development of the Adopt a Trail Program continue.

## **Professional Development**

Staff will be attending the HER Women's Conference hosted by Choose Folsom on Thursday, October 5, 2023.

The Parks and Recreation Director will be attending the National Parks and Recreation Conference October 9-13<sup>th</sup>.

## **Upcoming Presentations and Staff Reports:**

Next month, we will be bringing to the Commission an update on youth programs, the trails grant overview, and the impact fee quarterly report. The recognition event for community volunteers was extended to November.

## **October Upcoming Events:**

- 10/1-10/26 Zoo's 60<sup>th</sup> Anniversary celebration
- 10/7 Bark N Splash
- 10/14-10/15 Glass Pumpkin Patch
- 10/16 Pancake Breakfast for Dinner – Zoo Sanctuary
- 10/21 Swim with the Pumpkins
- 10/28 Wild Howl-O-Ween



## Parks & Recreation Commission SUBCOMMITTEE APPOINTMENTS 2023-updated on 7.28.23

### **SPORTS & RECREATION**

Jennifer Tarbox, *Chair*

Bill Davis

Alayna Wagner

Staff: Chad Gunter, Derik Perez, Sarah Trobee, Tom Hellmann,

### **BUDGET / FINANCE**

Matt Hedges

Brian Wallace

Bill Davis

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

Jennifer Tarbox

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

