

CITY OF FOLSOM
PARKS AND RECREATION COMMISSION
TUESDAY, FEBRUARY 06, 2024
REGULAR MEETING AGENDA
6:30 P.M.
CITY COUNCIL CHAMBERS
50 NATOMA STREET, FOLSOM, CALIFORNIA
www.folsom.ca.us

1. **CALL TO ORDER:**

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. **SCHEDULED PRESENTATIONS:**

- A. Oath of Office to Newly Appointed Commissioner - Ravi Kahlon
- B. Municipal Landscape Division Overview - Zachary Perras, Municipal Landscape Services Manager
- C. Community Partnership Program and Community Events Overview – Frankie Nelson, Sr. Recreation Coordinator
- D. Introduction of Parks and Recreation Full Time Hires – Kelly Gonzalez, Parks and Recreation Director

6. **APPROVAL OF MINUTES:**

- A. December 05, 2023 Meeting Minutes

7. **ACTION ITEMS:**

- A. Selection of a Chairperson and Vice Chairperson
- B. Selection of New Commissioner Subcommittees

8. **COMMITTEE REPORTS:**

- A. Planning & Development (Leight, Davidson, Wagner)
- B. Budget / Finance (Hedges, Wallace, Davis)
- C. Parks & Recreation Renovation Plan (Wallace, Davidson, Jennifer Tarbox)
- D. Sports & Recreation (Wagner, Jennifer 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 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, DECEMBER 05, 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, Samantha Davidson, Bill Davis, Alayna Wagner
Commission Members Absent: Matt Hedges, Marina Leight, Jennifer Tarbox
3. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
4. **SCHEDULED PRESENTATION:** Due to the number of honorees, this presentation was pushed up in the Agenda.
 - A. Certificates of Recognition for our APAPA Community Volunteers – Parks Maintenance Supervisor, Nick Coleman & APAPA Representative – Winson Yung

Winson Yung gave an overview and introduction to the APAPA internship program. He discussed the meaningfulness for the kids as well as the benefit to the community. Several of the projects completed were showcased.
5. **BUSINESS FROM THE FLOOR:** Several cards were received.
 - First Card – Two young men from the community spoke to the Commission on the importance of parks for the youth in the community. Questions raised around a park being constructed in their neighborhood.
 - Second Card – Vice Mayor YK Chalamcherla gave a heartfelt thank you to our Commission, Staff and director for their efforts and dedication to the community.
 - Third Card – Robert Goss & Bruce Cline introduced the Folsom Takes Action Organization and the citizen’s initiative petition that would begin to circulate calling for a \$0.01 sales tax measure on the 2024 ballot and details around what that could do for the City of Folsom as a whole.
6. **APPROVAL OF MINUTES:**
 - A. October 3, 2023 Meeting Minutes

Motion by Commissioner Davidson, Second by Commissioner Davis to approve the October 03, 2023, meeting minutes. Minutes approved with no objections.

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

6. **SCHEDULED PRESENTATIONS:**

- B. Youth Services Programs – Recreation & Community Services Manager, Tom Hellmann & Whitney Kahn, Recreation Coordinator II-Youth Services

Whitney gave a PowerPoint presentation recapping and summarizing all youth services, apart from sports. The programs included are Preschool, Fun Factory, Vacation Zone as well as multiple contract classes. She shared a video of our preschool programming and its amazing success. Spoke to the importance of establishing a strong foundation for their academic journey and building future leaders.

7. **ACTION ITEMS:**

- A. Folsom Blvd Overcrossing Feasibility Study – Senior Trails Planner, Brett Bollinger & Tony Powers of Dokken Engineering.

Brett gave an in-depth presentation regarding the purpose of the Folsom Blvd Overcrossing Feasibility Study. Presented the Commissioners with visuals of options that were considered and provided information as to why the overcrossing was the best option to increase bicyclists' safety and closing the Humbug Willow Creek trail system. Also spoke about bridge design concepts. This will be a conversation later once funding is secured.

Motion by Commissioner Davidson, Second by Commissioner Davis.

Recommendation: That the Commission support a recommendation to the Folsom City Council to approve the North Alternative Alignment as the Preferred Alternative for the Folsom Boulevard Bicycle and Pedestrian Overcrossing Project.

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

8. **COMMITTEE REPORTS:**

- A. Planning & Development (Leight, Davidson, Wagner)
The committee met and discussed Park Naming Policies, Prospector Park & Benevento Park
- B. Budget / Finance (Hedges, Wallace, Davis)
Meeting will be scheduled in January 2024
- C. Parks & Recreation Renovation Plan (Wallace, Davidson, Tarbox)
The committee met to discuss some policies, will meet again in January.
- 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. Impact Fee Quarterly Staff Report – Elizabeth Vaage
No Questions from Commission

B. Monthly Reports

C. Director's Report

Councilmember Rohrbough introduced her new appointment to the Parks and Recreation Commission, Ravi Kahlon. Ravi will be replacing Jennifer Tarbox.

10. **COMMISSIONER COMMENTS:** Commissioner Davidson expressed thanks for the quick response of Staff regarding lighting over the pickleball courts. Chair Wallace again thanked all Staff for their efforts, the community for their attendance and participation, and a warm welcome to Ravi Kahlon.

11. **ADJOURNMENT:** There being no further business before the Parks and Recreation Commission, the meeting was adjourned at 8:00p.m.

RESPECTFULLY SUBMITTED:

Jennifer Burke, Administrative Assistant

APPROVED:

Brian Wallace, Chairperson

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ACTION ITEM 7A
Park and Recreation Commission
February 6, 2024

TO: Park and Recreation Commission
FROM: Kelly Gonzalez, Parks and Recreation Director

SUBJECT: SELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

BACKGROUND

Section 4.05 of the Folsom Municipal Code (FMC) establishes the Park and Recreation Commission and identifies rules and regulations associated to the commission. Unlike other City of Folsom commissions and committees, Section 4.05 does not identify when the Chairperson and Vice-Chairperson are to be selected.

For example, Section 4.07.050 Officers of the Arts & Culture Commission states that, “the chairperson and vice-chairperson of the commission shall be elected every year by majority vote of the commission members. The chair and vice-chair may be replaced at any time by majority vote of the commission. No public hearing shall be required prior to the removal and no cause for removal need be shown.”

Furthermore, in Section 16.56.050 Officers of the Landscape and Lighting District Advisory Committee states that, “the chairperson and the vice chairperson shall be elected by the committee every year by the first meeting in February by majority vote of the committee members. An officer can be replaced by majority vote of the committee at any time. No public hearing shall be required prior to removal of the officer and no cause for removal need be shown.”

The duties of the Chairperson are to preside and preserve order at all regular and special meetings of the Commission. The Chairperson shall state every question coming before the Commission, announce the decisions of the Commission on all subjects and decide all questions of order without debate.

In the absence of the Chairperson, the Vice Chairperson shall perform the duties and obligations of the Chairperson.

The term of the office of the Chairperson and Vice Chairperson shall be one year.

DISCUSSION

The Park and Recreation Commission took action to select Chair Wallace and Vice-Chair Davidson at a meeting of the commission on January 19, 2023. In following other commissions and committees, it recommended that the Park and Recreation Commission elect a Chairperson and Vice-Chairperson to serve during the 2024 year with the term expiring at the first meeting of the commission in 2025.

RECOMMENDATION

It is the recommendation of staff that the Commission nominates and elect the positions of Chairperson and Vice Chairperson to serve until the first meeting of the commission in 2025.



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DEPARTMENT REPORT

JANUARY 2024



Participation

Total participation in classes, camps, and activities

Community and Cultural Services	4,976
Sports	7,568
TOTAL:	12,544

Guest Entry at Recreation Facilities

Aquatics.....	494
Zoo Sanctuary	5,551
TOTAL:	6,045

PARTICIPATION GRAND TOTAL: 18,589

Customer Service

Park Maintenance and Municipal Landscape Services

SeeClickFix Work Orders Completed: **106**



Partnerships

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

New Partnerships in the Last 30 Days: **6**
Partnership Value (Financial and In-Kind): **\$14,800**

Communications

Marketing/PR

City Print Newsletter Articles.....	6
E-news Articles	12
Misc print/digital media	25

Social Media

@FolsomParksandRec
FB Fans: 9,097 IG Followers: 5,437
Top Monthly Post: Trail photo by guest contributor
Engagement: 1,063 Reach: 31,808

@FolsomCityZooSanctuary
FB Fans: 17,477 IG Followers: 6,728
Top Monthly Post: Miniature donkey (Rosie) feature
Engagement: 125 Reach: 2,286

@FolsomSportsComplex
FB Fans: 1,815
Top Monthly Post: Start of flag football practice
Engagement: 40 Reach: 548

@FolsomAquaticCenter
FB Fans: 5,154
Top Monthly Post: Autism spectrum swim lessons
Engagement: 50 Reach: 746

Rentals



Community Facilities	72	Vista HS Lane Hours.....	1,077
Aqu Ctr Lane Hours	1,241	City Sports Field Hours	338

Volunteer Hours



Zoo Docents.....	835	Zoo General/Misc.....	135
Friends of the Zoo.....	142	Adopt-A-Trail.....	6
		TOTAL:	1,118

Open Space Management



Acres of Ladder Fuel Mitigation 23

Park Planning



Prospector Park

Pre-Planning	Design & Engineering	Construction	OPEN!
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Benevento Park

Pre-Planning	Design & Engineering	Construction	OPEN!
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Zoo Sanctuary Perimeter Fencing

Pre-Planning	Design & Engineering	Construction	OPEN!
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Trail Planning



Number of visitors on the Johnny Cash Trail..... 10,878

Folsom Boulevard Bike/Ped Overcrossing Feasibility Study

Planning	Funding	Design & Engineering	Construction	OPEN!
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Mangini Ranch Trails

Planning	Funding	Design & Engineering	Construction	OPEN!
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Regency Trails (Toll Bros.)

Planning	Funding	Design & Engineering	Construction	OPEN!
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Johnny Cash Trail Pick No. 1

Planning	Funding	Design & Engineering	Construction	OPEN!
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Folsom-Placerville Rail Trail

Planning	Funding	Design & Engineering	Construction	OPEN!
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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.





Folsom Parks & Recreation

DIRECTOR'S REPORT

JANUARY 2024

A few highlights for the month of January

Highlights January City Council Meetings

January 9, 2024

- The City Council approved a resolution of commendation celebrating the Zoo Sanctuary's 60th Anniversary.
- The City Council approved the resolution authorizing staff to execute an agreement with Central Valley Engineering and Asphalt for the installation of the Johnny Cash Trail Cash Pick No. 1.
- The City Council authorized staff to proceed with an amendment to the existing contract agreement for the Maintenance of Parks, Trails, Pet Stations, and Streetscapes.
- City Council discussed the potential sales tax measure for the November 2024 election under two scenarios:
 - Add a General Sales Tax at the rate of 1.0% (tax can be used for any general governmental purposes and requires a simple majority voter approval – 50% plus 1)
 - Add a Special Sales Tax at the rate of 1.0% (tax is designated for specific governmental purposes and requires 2/3 voter approval)
- The City Council directed staff to come back in March with a one-cent sales tax and some wordsmithing on the special funding categories in the draft ballot language.

January 29, 2024

- City Council approved and recommended the North Alignment as the preferred alternative for the Folsom Boulevard Bicycle and Pedestrian Overcrossing Project and authorized staff to apply for grant funding through Caltrans Cycle 7 Active Transportation Program.
- Staff provided an update on the Placerville Sacramento Valley Railroad (PSVRR) License Agreement for Excursion Rail Operations with direction to staff. The City Council recommended to the JPA that the agreement be extended for seven years.



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DIRECTOR'S REPORT

JANUARY 2024

February City Council Meetings

February 13, 2024

- Staff will ask the City Council for direction on the Future Steam Train Operations at Folsom City Lions Park.
- There is a staff report recommending a resolution authorizing staff to submit a Grant Application for SACOGs Carbon Reduction Program for the Folsom Boulevard Bicycle and Pedestrian Overcrossing Project.
- The department will recommend to the City Council a resolution approving a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program.
- The City Manager and department heads will review department priorities during the FY 2024-2025 Preliminary Budget workshop.
- A presentation by the City Council for a Resolution of Commendation Honoring Leadership Folsom Class of 2022-23 for the 2023 Folsom Arts Achievement Award.

Staff began preparing for the February 13 budget workshop. Staff held a preliminary meeting with the budget subcommittee to discuss the upcoming budget cycle on February 2.

On Thursday, January 25, Mayor Kozlowski delivered the 2024 State of the City Address. He shared the recent accomplishments and goals for the year ahead. The speech is located on the city website here:

<https://www.folsom.ca.us/government/city-council-and-commissions/state-of-the-city>

The city recently created an FAQ to answer commonly asked questions about the city's financial situation and sales tax revenue growth. Find it here: www.folsom.ca.us/FinancialChallengesFAQ

February Upcoming Events:

- February 2: Parks and Recreation Budget Subcommittee Meeting
- February 5: Folsom Zoo Sanctuary Docent Training Class registration deadline
- February 13: City Council Budget Workshop
- February 27: CPRS Conference in Palm Springs



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JANUARY 2024

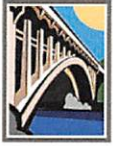
The City of Folsom adopted the Strategic Plan FY 2023-24 through FY 2027-28.

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.

- The 2024 Community Sponsorship Packets have been sent out to potential partners.
- The following Community Partners confirmed their partnership with us for 2024: Folsom Lacrosse, Kaiser Permanente, Dokken Engineering, Financial Services, ActivityBees, and Broadstone Sports Club. Their sponsorship values are indicated in the report and will support the programs, services, and events offered.
- Staff have started the FY 2024-25 budget process, prioritizing requests, aligning initiatives with the strategic plan, and reallocating baseline budget funds.
- The budget and subcommittee held their first meeting of the year on February 2, where a FY 2024-25 budget development update was provided.
- The Folsom Athletic Association partnered with us, providing \$3,000 in sponsorship to free swim lessons for the upcoming season.



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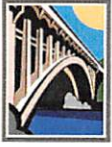
DEPARTMENT REPORT

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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.

- Construction of Prospector Park, the first park in the Folsom Plan Area, is well underway. This neighborhood park includes a play area, a field for soccer, rugby, and a Farmer's Market, a ball field, sports courts, a play area, and a dog park. Project completion is expected in fall 2024.
- The planning process for Benevento Family Park continues. The CEQA process was initiated and design development, which is a refinement of the master plan, is also underway. This new park in the Empire Ranch neighborhood will feature a children's play area, sand volleyball courts, and hillside play area. Project completion is expected in 2025.
- Staff completed the Folsom Blvd. Bicycle and Pedestrian Overcrossing Feasibility Study. The study included possible alternatives for establishing an east-west gap closure across Folsom Boulevard and the feasibility for its implementation. The city considered, through a public outreach process, a Class I multi-use overcrossing at a location between Blue Ravine Road and Glenn Drive to improve bicycle and pedestrian safety and access.
- Pick No. 1 is the first public art installment in the Johnny Cash Trail Art Experience. This construction project, which was awarded by the City Council January 9, includes decorative sandblasted concrete paving, installation of a concrete footing and sleeve for the sculpture, a 20' diameter cast iron "record deck" which is flush with the concrete paving, and miscellaneous site furnishings.
- Folsom Zoo Sanctuary Perimeter Fence project provides a new secure perimeter fence around the entire 6.7-acre zoo property. The fence meets U.S. Department of Agriculture (USDA) standards that are required to obtain a new operating license. This project was awarded by the City Council July 25, 2023. Construction began in September and will be completed this February.
- The Livermore Community Park Phase 5A project includes a much-needed additional parking lot on McAdoo Street and provides trails and sidewalks. Design development and geotechnical investigation began in October 2023. Next steps include preparation of construction documents, engineering, and project specifications. Construction is anticipated to begin this fall.



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Goal B: Public Safety and Infrastructure (continued)

- The Zoo Sanctuary is preparing for the USDA inspection in February. Staff have been busy with painting, welding, and electrical repairs.
- Parks Maintenance is inspecting the General Fund trails for long-standing maintenance issues such as damaged bollards, tree issues, signage, and site furnishings. Staff is also working to develop a Trail Management Program.
- Facilities Services is working to add additional electrical capacity at the zoo sanctuary in an effort to reduce the electrical load in existing electrical panels.
- Lembi Park restrooms have been added to our custodial contract agreement. This is an effort to provide a seven day/week schedule that has crews cleaning and securing the restrooms between 11 p.m. and 7 a.m. This change has decreased the amount of vandalism in this location.
- Staff are working to address park lighting repairs with Century Lighting to reduce outages. Major sports court lighting issues at Sheldon will be addressed in the first week of February.
- Interior painting was completed inside the Senior Center, Art Center, and Gallery at 48. New track lighting is being installed in the Community Art Gallery hallway as well as in the Gallery at 48.



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Goal C: Economic and Community Development

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

- Staff presented January 18 at the Harris Center before the Johnny Cash: Official Concert Experience. Artist Adan Romo was also on hand to share updates and speak about the vision for the Johnny Cash Trail Art Experience. A Johnny Cash Trail display was set up in the lobby for guests to explore the art models, master plan, and purchase items for fundraising contributions to the Art Experience.
- Aquatics spring Sea Squad Swim School lessons are 100% full, with 132 participants registered. Registration opened January 8 for summer swim lessons; to date, 852 participants have enrolled.
- Wild Nights and Holiday Lights at the zoo sanctuary was a tremendous success with 18,831 guests generating over \$212,000 in revenue.
- The Meals on Wheels program returned to provide congregate lunchtime meal service at the Senior Center located at 48 Natoma. Meals are available three days a week on Monday, Tuesday, with 15 meals being served daily.
- The Folsom Youth Basketball Association (FYBA) provides youth in grades 1 through 12 the opportunity for recreation basketball in Folsom. Parks & Recreation staff facilitate the practice and game usage at eight elementary schools, two middle schools, and two high schools to meet the needs of over 12,800 youth players Monday through Saturday.



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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.

- The Recreation and Community Services Division welcomed Jeremi DeOsio as the Recreation Coordinator II in sports following Martin Royston's retirement.
- Park Maintenance has spent the last few months developing a preventative maintenance management program. Staff have been working on the development of the asset management program and entering data into the software system.
- Staff from our Administration and Community & Cultural Services Divisions attended the 2024 Park Forum in January. The event featured a keynote presentation, and professional development sessions on updating RFPs, the importance of master plans, maintenance management plans, and much more.
- Sarah Valentine was selected for the CPRS District I Jane H. Adams Professional Development Grant Award. She will receive a scholarship for CPRS membership for the upcoming cycle.
- The Parks & Recreation Department is one of the largest employers of teens and several young adults in the City of Folsom. Applications are currently being accepted for various positions; details are available on the city website.