

CITY OF FOLSOM
PARKS AND RECREATION COMMISSION
TUESDAY, JUNE 04, 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. **APPROVAL OF MINUTES:**
 - A. May 07, 2024 Meeting Minutes
6. **ACTION ITEMS:** None.
7. **SCHEDULED PRESENTATIONS:**
 - A. Partner Recognition for 10 Years of Outstanding Service to the Community supporting “Love My Mom Annual 5k” – Tom Hellmann and Frankie Nelson
 - B. Leadership Folsom Presentation “Pickle with a Purpose” – Sally Howard Buchanan
 - C. Folsom Teen Council End of Year Recap – Tom Hellmann and Frankie Nelson
 - D. City Manager’s Budget Presentation Update – Kelly Gonzalez
8. **COMMITTEE REPORTS:**
 - A. Planning & Development (Leight, Davidson, Wagner)
 - B. Budget / Finance (Hedges, Wallace, Kahlon)
 - C. Parks & Recreation Renovation Plan (Wallace, Davidson, Davis)
 - D. Sports & Recreation (Wagner, Davis, Kahlon)
 - E. Public Private Partnership Ad Hoc Committee (Leight, Hedges, Davidson)
 - F. Underutilized City-Owned Properties Ad Hoc Committee (Leight, Wallace, Wagner)
9. **INFORMATIONAL ITEMS:**
 - A. Parks and Recreation Monthly Update and 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, MAY 07, 2024
REGULAR MEETING MINUTES**

1. **CALL TO ORDER:** The Parks and Recreation Meeting was Called to Order at 6:30 p.m.
2. **ROLL CALL:** Commission Members Present: Brian Wallace, Bill Davis, Ravi Kahlon, Samantha Davidson, Matt Hedges, Marina Leight, Alayna Wagner
Commission Members Absent: None
3. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
4. **BUSINESS FROM THE FLOOR:** No Cards
5. **APPROVAL OF MINUTES:**
 - A. April 02, 2024 Meeting Minutes

Motion by Commissioner Hedges, Second by Commissioner Davis to approve the April 02, 2024, meeting minutes. Minutes approved with no objections.

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

6. **ACTION ITEMS:** None.
7. **SCHEDULED PRESENTATIONS:**
 - A. Resolution of Commendation for Michelle Breeze, Fun Factory Preschool Teacher – Community and Cultural Services Supervisor, Sarah Trobee & Recreation Coordinator Whitney Khan

Commission Chair, Brian Wallace presented Michelle Breeze with a commendation for her service as she prepares to retire from the program. Recreation Coordinator, Whitney Khan also said a few kind words and highlighted Michelle’s contributions to the youth and community.

- B. Prospector Park Update – Park Planning and Trails Manager, Brad Nelson

Park Planning & Trails manager Brad Nelson gave a comprehensive update on Prospector Park. Explained some of the challenges COVID extended the project. Images were shared showing the progress thus far.

- C. Youth Sports Informational Presentation – Recreation Coordinator Penelope Crouse-Feehan

Recreation Coordinator, Penelope Crouse-Feehan gave us a presentation on youth sports programs available to the community. Introduced staff, as well as and also discussed the benefits of youth sports on our children. Highlighted programming and also spoke to outside organizations we partner with to continue development, and expansion within our offerings.

- D. May is National Water Safety & Drowning Prevention Month – Community and Cultural Services Manager, Tom Hellmann

Community and Cultural Services Manager, Tom Hellmann shared an informational video with the Commission and audience regarding water safety. As May is national water safety & drowning month, it is important to bring awareness, and provide education around the dangers associated with water activities.

- E. FY 2024-25 Budget Timeline – Kelly Gonzalez

Director Gonzalez gave a review to the Commission of the needs submitted to the City Manager and Council for consideration. Shared the dates when Council would be announcing budget recommendations and potentially adopting that budget.

8. **COMMITTEE REPORTS:**

- A. **Planning & Development (Leight (absent), Davidson, Wagner) – Met 4/11/2024.**

- ***Spoke to accessibility, inclusion, and future play plans for upcoming parks. Very informative. Received a comment card previously discussing this matter. Followed up with those community members.***

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

9. **INFORMATIONAL ITEMS:**

- A. Quarterly Impact Fees Report

There were questions regarding some of the balances in various funds and allocations. We will request this information from finance, and we will revisit.

- B. Highlights of Monthly Report
C. Director's Report/Budget Timeline

10. **COMMISSIONER COMMENTS/ITEMS FOR FUTURE AGENDAS:**

Commission Member(s) Questions and Comments:

- *Commission Member Davis spoke to an area in Econome Park that was surrounded by some temporary fencing, protecting an area needing re-seeding, was currently down, and could potentially need fixing.*
- *Commission Member Davidson spoke to the Garden club tour – and she complimented the connectivity provided by our trails. She rode the entire tour on her bike, over 21 miles.*
- *Commission Chair Wallace thanked Kelly for her budget presentation and acknowledged Kelly's 1-year anniversary.*

Tentative Upcoming Meeting Topics: June 2024

- Mangini trail status update
- Possibility of switching the order of park implementation south of Highway 50
- Process & procedure for park closures.

11. **ADJOURNMENT:**

There being no further business before the Parks and Recreation Commission, the meeting was adjourned at 8:44 p.m.

RESPECTFULLY SUBMITTED:

Jennifer Burke, Administrative Assistant

APPROVED:

Brian Wallace, Chairperson

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Parks & Recreation Commission SUBCOMMITTEE APPOINTMENTS 2024-updated on 5/01/2024

SPORTS & RECREATION

Alayna Wagner

Bill Davis, *Chair*

Ravi Kahlon

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

BUDGET / FINANCE

Matt Hedges, *Chair*

Brian Wallace

Ravi Kahlon

Staff: Kelly Gonzalez, Elizabeth Vaage, Tom Hellmann*

PLANNING & DEVELOPMENT

Marina Leight, *Chair*

Samantha Davidson

Alayna Wagner

Staff: Kelly Gonzalez, Brad Nelson, Chris O'Keefe, Elizabeth Vaage*

PARKS & RECREATION RENOVATION PLAN

Brian Wallace

Samantha Davidson

Bill Davis

Staff: Kelly Gonzalez*, Brad Nelson, Chris O'Keefe

AD HOC COMMITTEES

PUBLIC PRIVATE PARTNERSHIP

Matt Hedges

Samantha Davidson

Marina Leight

Staff: Kelly, Chris, Derik, Elizabeth, Tom

UNDERUTILIZED CITY-OWNED PROPERTIES

Brian Wallace

Marina Leight

Alayna Wagner

Staff: Kelly, Derik, Elizabeth, Ted, Tom, MLS Manager*

*As Needed

Parks and Recreation Committee Subcommittee Meetings 2024

Subcommittee	Meeting Dates											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<u>Budget</u>												
(Hedges, Wallace, Kahlon)												
Review of Primary Needs	01.29.2024	No Meeting	No Meeting	No Meeting	No Meeting							
<u>Planning & Development</u>												
(Leight, Davidson, Wagner)												
3/7/24 Meeting needs rescheduling due to building maintenance.	No Meeting	No Meeting	No Meeting*		No Meeting							
ADA assessibilities in our parks - existing and future.				04.11.2024								
<u>Sports & Recreation</u>												
(Wagner, Davis, Kahlon)												
	No Meeting	No Meeting		No Meeting	No Meeting							
Aquatic Center Daily Admission Fee Increases .			03.04.24									
<u>Renovation Master Plan</u>												
(Wallace, Davidson, Davis)												
	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting							
Ad-Hoc Subcommittees												
<u>Public Private Partnership</u>												
(Hedges, Davidson, Leight)												
	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting							
<u>Underutilized City-Owned Properties</u>												
(Wallace, Leight, Wagner)												
	No Meeting	No Meeting	No Meeting	No Meeting	No Meeting							



CITY OF
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Folsom Parks & Recreation

DEPARTMENT REPORT

MAY 2024



Participation

Total participation in classes, camps, and activities

Aquatics.....	20,836
Community and Cultural Services	5,470
Sports	6,807
TOTAL:	33,113

Guest Entry at Recreation Facilities

Aquatics.....	792
Zoo Sanctuary (General)	7,899
Zoo Sanctuary (Tours)	1,820
TOTAL:	10,511

Special Events—Estimated Attendance

Love My Mom 5K	1,100
TOTAL:	1,100

PARTICIPATION GRAND TOTAL: 44,724

Customer Service

Park Maintenance and Municipal Landscape Services
SeeClickFix Work Orders Completed: **192**



Partnerships

Organizations that helped support a community special event, enrichment program, or parks & recreation facility.
New Partnerships in the Last 30 Days: **4**
Partnership Value (Financial and In-Kind): **\$4,230**

Communications

Marketing/PR

City Print Newsletter Articles.....	10
E-news Articles	20
Misc print/digital media	40

Social Media

@FolsomParksandRec
 FB Fans: 9,615 IG Followers: 5,728
 Top Monthly Post: Sunset view over the lake by guest contributor
 Engagement: 228 Reach: 3,150

@FolsomCityZooSanctuary
 FB Fans: 17,516 IG Followers: 6,975
 Top Monthly Post: World Turtle Day
 Engagement: 463 Reach: 19,592

@FolsomAquaticCenter
 FB Fans: 5,215
 Top Monthly Post: Countdown to opening day
 Engagement: 169 Reach: 10,718

Rentals



Community Facilities 71
Parks and Picnic Pavilions..... 18

Vista HS Lane Hours..... 677
Aquatic Ctr Lane Hours..... 1,727
City Sports Field Hours 1,620

Volunteer Hours



Zoo Docents..... 721
Friends of the Zoo..... 78
Zoo General/Misc..... 56

CCS/Special Events..... 401
Adopt-A-Trail 8

TOTAL: 1,264

Open Space Management



Acres of Weed Abatement..... 147

Park Planning



Livermore Park Phase 5A

Pre-Planning	Design & Engineering	Construction	OPEN!
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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..... 17,952

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

DEPARTMENT REPORT

MAY 2024

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

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

Goal A: Financial Stability and Sustainability

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

- Staff will attend the CPRS Financial Sustainability Certification Program in June. This program is designed to address complex issues including the need to practice financial discipline and acknowledge the responsibility park and recreation and local government professionals have as stewards of taxpayer dollars.
- In July, the City Council will take action to approve a new communications site license agreement for Dish to collocate on a PG&E tower. This will yield roughly \$800,000 in new revenue over the term of the agreement.



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MAY 2024

Goal B: Public Safety and Infrastructure

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

- The installation of replacement skylights at the Andy Morin Sports Complex is complete.
- City Council approved the purchase of replacement bleachers for the Lembi Park softball complex, Mann Park baseball field, and Rodeo Park baseball and softball fields.
- The City Council approved the purchase of the instructional swimming pool chimney exhaust fan which is required to ensure efficient water temperature control.
- The Johnny Cash Trail Art Experience Cash's Pick No. 1 project continues. Temporary construction fencing has been installed and construction mobilization will follow. The cast iron record deck shop drawings were received in March for review and approval.
- Construction of Prospector Park continues; the project remains on schedule to open this fall.



Folsom Parks & Recreation

DEPARTMENT REPORT

MAY 2024

Goal C: Economic and Community Development

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

- Four youth softball tournaments were held at Kemp Community Park and Lembi Community Park.
- The City Council will take action to approve the lease agreement at 1300 Forrest Street for the Folsom VFW Post No. 6604. Once approved it will allow Folsom VFW Post No. 6604 to continue delivering their services to the community, which they have been providing since 1994, for a term of five years with the option to execute three additional five-year terms.
- The City Council will take action to approve the assignment of the concessionaire agreement for the steam train operations at City Lions Park to Mr. Truson Buegel. With an impressive background in steam train maintenance and operations, Mr. Buegel brings over two decades of experience from his tenure at Disneyland's railroad operation.
- The Steve Miklos Aquatic Center and Lembi Park softball complex hosted major events May 18 with a swim meet for 700+ participants and a regional softball tournament with 30 teams competing from across Northern California.
- Preschool wrapped up another successful school year with five graduation ceremonies held across three classrooms. Over 200 parents, grandparents, and family members attended to watch their preschoolers receive their certificates of completion and enjoy performances of adorable songs.
- Destination Recreation is gearing up for eight weeks of summer camp magic. The last week of May was spent training 29 camp staff members. Topics encompassed camp safety and wellness, conflict resolution, behavior management, trauma-informed care, working with children of all abilities, effective game/activity leadership, principles of working with children, camp songs and games, city policies and procedures, plus team building games and activities.
- School year CAVE at both middle schools wrapped up another successful year. The staff are now quickly preparing for Summer CAVE with staff training sessions and planning activities.
- The Folsom Zoo Sanctuary welcomed the Shingle Springs Band of Miwok Indians, who hosted an event for 145 guests. They shared information about their languages and culture during this evening rental.



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MAY 2024

Goal C: Economic and Community Development *(continued)*

- The Folsom City Zoo Sanctuary received a surprise USDA inspection May 23. The inspector brought a trainee, and both were very complimentary about the facility, records, and animal care.
- The 10th Annual Love My Mom 5K took place May 5. This year saw a sellout attendance of runners, kid dashers, strollers, and dogs. The title and main partners all returned and increased their support, making this milestone event even more special.
- The Teen Council hosted their final membership meeting May 16 where outgoing seniors received cords to wear at graduation to show their commitment to both the Folsom Teen Council and the Folsom community. During the meeting, the president recognized one member with the President's Award for their outstanding commitment to the council's volunteering initiative. Additionally, the officer team recognized one member with the Officers' Choice Award for their outstanding accomplishments and dedication to giving back.



Folsom Parks & Recreation

DEPARTMENT REPORT

MAY 2024

Goal D: Organization Effectiveness

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

- Staff from our recreation and administration divisions attended the JEDI (Justice-Equity-Diversity-Inclusion) Academy May 2. Frankie Nelson and Penelope Crouse-Feehan led an education session on privilege, which received commendations from attendees.
- The Parks & Recreation Department and the Fire Department received a proclamation from the City of Folsom proclaiming May as National Water Safety & Drowning Prevention Month. See the informative water safety video produced by the Parks & Recreation Department at [Folsom Parks & Recreation | Facebook](#).
- A job offer has been made and accepted for our next Recreation Coordinator II who will lead our senior services including senior center classes, activities, and events. We are anxious to welcome them July 1 as they make the move to our area from San Diego.
- The Folsom Zoo Sanctuary hosted 70 community volunteers from VSP and Intel who volunteered over 210 hours to help clean up and beautify the zoo sanctuary.
- Jessica Donahoo, Zoo Sanctuary Senior Program Coordinator, completed the UC California Naturalist Program at the Effie Yeaw Nature Center, making her a Certified California Naturalist. The program enhanced her knowledge of natural resource conservation, education, and restoration in California. Her course registration fee was paid by the Friends of the Zoo.



Folsom Parks & Recreation

DIRECTOR'S REPORT

MAY 2024

A few highlights for the month of May

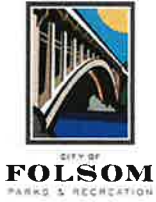
May City Council Meetings Recap

May 14

- Proclamation of the Mayor of the City of Folsom Proclaiming May 2024 as Water Safety and Drowning Prevention Month
- Folsom Plan Area Semi-Annual Report
- Central Business District Master Plan Advisory Committee Presentation
- Resolution No. 00000 – A Resolution Authorizing the City Manager to Execute an Agreement with Site One Landscape Supply for the Purchase and Installation of Centralized Irrigation Controllers in Lighting and Landscaping Districts and Community Facilities Districts and Appropriation of Funds
- Resolution No. 00000 – A Resolution Authorizing the City Manager to Execute Amendment No. 2 to the Agreement with Capra Environmental Services Corp for Managed Grazing Services within the City of Folsom and Appropriation of Funds
- Resolution No. 00000 – A Resolution Accepting the Award of Additional American Rescue Plan Act Funds from the County of Sacramento for the HVAC Replacement and Upgrade Projects at the Folsom Community Center and the Folsom Senior and Arts Center and Appropriation of Funds

May 28

- City Works Day Proclamation
- Presentation of the City Manager's FY 2024-25 Proposed Operating and Capital Budgets for the City of Folsom, the Successor Agency, the Folsom Public Financing Authority, and the Folsom Ranch Public Financing Authority



Folsom Parks & Recreation

DIRECTOR'S REPORT

MAY 2024

Upcoming City Council Meetings

June 11

- Resolution No. 00000 – A Resolution Approving the Preliminary Engineer's Report for the Following Landscaping and Lighting Districts for Fiscal Year 2024-2025 and Setting Public Hearing for American River Canyon North, American River Canyon North No. 2, American River Canyon North No. 3, Blue Ravine Oaks, Blue Ravine Oaks No. 2, Briggs Ranch, Broadstone, Broadstone No. 4, Broadstone Unit No. 3, Cobble Ridge, Cobble Hills Ridge II/Reflections II, Folsom Heights, Folsom Heights No. 2, Hannaford Cross, Lake Natoma Shores, Los Cerros, Natoma Station, Natoma Valley, Prairie Oaks Ranch, Prairie Oaks Ranch No. 2, Prospect Ridge, Sierra Estates, Silverbrook, Steeplechase, the Residences at American River Canyon, the Residences at American River Canyon II, Willow Creek Estates East, Willow Creek Estates the East No. 2, Willow Creek Estates South, and Willow Springs
- Resolution No. 00000 – A Resolution Adopting the Fiscal Year 2024-25 Operating and Capital Budgets for the City of Folsom, the Successor Agency, the Folsom Public Financing Authority, and the Folsom Ranch Public Financing Authority

Parks & Recreation Staffing

After 23 years of service, Lesley Miller retired from the City of Folsom. Her contributions over the past two decades to Folsom have been truly invaluable. Lesley was the champion in the development of essential citywide and parks and recreation communication and marketing materials such as the Rec Guide, E-news and city newsletter, city website, and infrastructure signage. She recently completed the redesign of the look and feel at the zoo sanctuary. As she embarks on this new chapter in her life, we wish her well on her new adventures ahead.



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Department Highlights and Summary

- Parks & Recreation hosted the 10th annual “Love My Mom” event which included a 5K and Kids’ Dash. This event was sold out. Participants and spectators attended post-race festivities with awards for top finishers, raffle prizes, and special gifts for all of the moms who participated in the run and walk. The event was dedicated to the memory of Marilyn Robitaille. Marilyn worked for the Parks & Recreation Department for over 20 years. Marilyn left us all too soon August 31, 2023 when she lost her battle to a very aggressive disease. Her daughter walked in the race and was accompanied by Sarah Trobee, Recreation Supervisor.
- The city sponsored the “Folsom Pedal Quest” event May 11. The community came together to explore our amazing trails on bike.
- Staff attended Folsom Chamber’s “Meet the Leaders.” Key speakers included Police Chief Rick Hillman and Fire Chief Ken Cusano. It was an opportunity to gain valuable knowledge on safety measures impacting Folsom and city initiatives for safety and emergency preparedness.
- Folsom Leadership donated \$6,800 to our Parks Renovation Fund. The funds will support the renovation of picnic tables and benches at Cummings Family Park. We are grateful for being selected as the recipient of their project. We will be coordinating an upcoming celebration as we replace the benches and tables.
- The Shingle Springs Band of Miwok Indians brought 145 guests for a language event at the Zoo Sanctuary. They made signs for each animal with QR codes so their guests could hear the animal’s names spoken in their language.
- The Steve Miklos Aquatic Center summer season kicked off May 25 with daily recreation swim from 1 to 5 p.m. through September 2. In addition, the city’s three spray parks are now in daily operation at Livermore Community Park, Kemp Park, and Nisenan Park from 11 a.m. to 7 p.m.
- If you have projects for Community Service Day, please submit your ideas by June 28.



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DIRECTOR'S REPORT

MAY 2024

Upcoming Parks and Recreation Commission Meetings

- June 4: Parks and Recreation Commission Meeting
- July 2: Parks and Recreation Commission Meeting Canceled
- July 30: River District Master Plan Commission Workshop – 6:30-8:30 City Council Chambers

Upcoming Events

- 6/6 – River District Community Open House
- 6/14 – Summer of Music Concert at Folsom City Lions Park, featuring Remedy 7
- 6/28 – Summer of Music Concert at Folsom City Lions Park, featuring Peter Morgan
- 6/28 – Opening reception for “The Forest Floor” exhibit at the Gallery at 48 Natoma