

**CITY OF FOLSOM  
PARKS AND RECREATION COMMISSION  
TUESDAY, FEBRUARY 2, 2021  
REGULAR MEETING AGENDA  
6:30 P.M.  
CITY COUNCIL CHAMBERS  
50 NATOMA STREET, FOLSOM, CALIFORNIA  
[www.folsom.ca.us](http://www.folsom.ca.us)**

*Pursuant to Governor Newsom's Executive Order N-29-20, members of the Folsom Parks and Recreation Commission and staff may participate in this meeting via teleconference.*

*Due to the coronavirus (COVID-19) public health emergency, the City of Folsom is allowing for remote input during Parks and Recreation Commission meetings. Members of the public are encouraged to participate by emailing comments to [kparks@folsom.ca.us](mailto:kparks@folsom.ca.us). Emailed comments must be received no later than thirty minutes before the meeting and will be read aloud at the meeting during the agenda item. Please make your comments brief. Written comments submitted and read into the public record must adhere to the principles of the three-minute speaking time permitted for in-person public comment at Parks and Recreation Commission meetings. Members of the public wishing to participate in this meeting via teleconference may email [kparks@folsom.ca.us](mailto:kparks@folsom.ca.us) no later than thirty minutes before the meeting to obtain call-in information. Each meeting may have different call-in information. Verbal comments via teleconference must adhere to the principles of the three-minute speaking time permitted for in-person public comment at Parks and Recreation Commission meetings.*

*Members of the public may continue to participate in the meeting in person at Folsom City Hall, 50 Natoma Street, Folsom, CA while maintaining appropriate social distancing and wearing facial coverings.*

1. **CALL TO ORDER:**
2. **ROLL CALL:** Commission Members: Samantha Davidson, Matt Hedges, Will Kempton, Marina Leight, Tanya Morales, Chair Dave Nazworth, Vice-Chair Brian Wallace
3. **PLEDGE OF ALLEGIANCE:**
4. **BUSINESS FROM THE FLOOR:**
5. **APPROVAL OF MINUTES:**
  - A. January 19, 2021 Meeting Minutes
6. **SCHEDULED PRESENTATIONS:**
  - A. Certificates of Appreciation to Former Parks & Recreation Commission Members
  - A. Overview of Capital Improvement Projects
  - B. Overview of Trail Projects & Grants

7. **DISCUSSION ITEMS:**
  - A. Brown Act Overview (verbal report)
  - B. Commission's Objectives (Chair to Introduce Topic)
  - C. Fiscal Year 2021-22 Budget Overview (verbal report)
  - D. Assessment Survey Update (refer to a subcommittee)
8. **COMMITTEE REPORTS**
  - A. Budget – Chair Hedges
  - B. Planning & Development – Chair Davidson
  - C. Renovation – Chair Wallace
  - D. Youth Sports – Chair Nazworth
  - E. Park Naming Ad Hoc Committee – Chair Hedges
  - F. Benevento Park Options Ad Hoc Committee – Chair Kempton
9. **INFORMATIONAL ITEMS:**
  - A. Parks Renovation Master Plan Implementation Update
  - B. Division Monthly Reports
  - C. 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.*

*The City of Folsom provides live and archived webcasts of regular 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).*

*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 [kparks@folsom.ca.us](mailto:kparks@folsom.ca.us). Requests must be made as early as possible and at least two-full business days before the start of the meeting.*

*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, JANUARY 19, 2021  
SPECIAL MEETING MINUTES**

*Pursuant to Governor Newsom's Executive Order N-29-20, members of the Folsom Parks and Recreation Commission and staff may participate in this meeting via teleconference.*

1. **CALL TO ORDER:** The Parks and Recreation Commission meeting was called to order at 6:30 p.m.
2. **ROLL CALL:** Commission Members Present: Samantha Davidson, Matt Hedges, Will Kempton, Marina Leight, Tanya Morales, Dave Nazworth, Brian Wallace
3. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
4. **BUSINESS FROM THE FLOOR:** None
5. **OATH OF OFFICE:**
  - A. Director to Administer the Oath of Office to Newly Appointed Commission Members

Director Lorraine Poggione administered the Oath of Office to newly appointed commission members Marina Leight, Tanya Morales, Dave Nazworth, and Brian Wallace.

6. **APPROVAL OF MINUTES:**
  - A. December 1, 2020 Meeting Minutes

Motion by Commission Member Dave Nazworth, second by Commission Member Brian Wallace to approve the December 1, 2020 meeting minutes.

**AYES:** Commission Members: Davidson, Hedges, Kempton, Nazworth, Wallace  
**NOES:** Commission Members: None  
**ABSENT:** Commission Members: None  
**ABSTAIN:** Commission Members: Leight, Morales

7. **ACTION ITEMS:**
  - A. Election of Officers

Commission Member Dave Nazworth nominated Commission Member Will Kempton as Chairperson. Commission Member Will Kempton declined the nomination.

Commission Member Will Kempton nominated Dave Nazworth as Chairperson. Commission Member Dave Nazworth accepted the nomination and nomination approved by acclamation.

Commission Member Matt Hedges nominated Brian Wallace as Vice-chairperson. Commission Member Brian Wallace accepted the nomination and nomination approved by acclamation.

**B. Subcommittee Appointments**  
Chair Dave Nazworth and the commission discussed the various committees and made the following changes:

Youth Sports: Dave Nazworth (Chair), Brian Wallace, Will Kempton

Budget / Finance: Matt Hedges (Chair), Dave Nazworth, Will Kempton

Planning & Development: Samantha Davidson (Chair), Marina Leight, Tanya Morales

Renovation Plan: Brian Wallace (Chair), Samantha Davidson, Matt Hedges

C. Ad Hoc Committee Appointments for Park Naming and Benevento Park  
Chair Dave Nazworth and the commission discussed the two ad hoc committees and made the following changes:

Park Naming: Matt Hedges (Chair), Samantha Davidson, Tanya Morales

Benevento Park Options: Will Kempton (Chair), Brian Wallace, Marina Leight

8. **SCHEDULED PRESENTATION:**

A. Introduction of Parks and Recreation Commission Manual and Overview of Parks and Recreation Department

Director Lorraine Poggione provided a powerpoint presentation that gave an overview of the different divisions within the Parks and Recreation Department and the responsibilities of each.

9. **SUBCOMMITTEE REPORTS**

A. Budget – Chair Hedges

Chair Matt Hedges stated that the subcommittee is working on a plan of action and will bring back at a future meeting.

B. Planning & Development – Chair Davidson

Chair Samantha Davidson said the subcommittee did not meet.

C. Renovation – Chair Wallace

Chair Brian Wallace stated that the subcommittee did not meet.

D. Youth Sports – Chair Nazworth

Chair Dave Nazworth stated that the subcommittee has not met and that Supervisor Derik Perez has been keeping him updated regarding the COVID-19 restrictions for youth sports.

10. **INFORMATIONAL ITEMS:**

A. Park Impact Fees Collected for Fiscal Year 2020-21

Director Lorraine Poggione reviewed the Park Impact Fees collected for Fiscal Year 2020-21.

Chair Dave Nazworth inquired about any revenue coming in from Quimby fees and Director Lorraine Poggione responded that nothing has been budgeted. Management Analyst Cindy Spradlin added that if any projects come through, they would be very small.

Chair Dave Nazworth explained to the new commission members that funding for parks has been an issue and isn't going away and that this needs to be a big area of focus for the commission.

## **B. Director's Report**

Director Lorraine Poggione gave an update on recent city council items, hand sanitizing give away events, and the upcoming State of the City presented by the Chamber. She also stated that staff has applied for four CPRS award submittals and will keep the commission updated on the status. She concluded that she is hoping to bring the draft assessment to the commission at the February meeting.

Chair Dave Nazworth inquired about the needs assessment and Director Lorraine Poggione responded that it will be about a three month process from start to finish.

## **11. COMMISSIONER COMMENTS:**

Commission Member Will Kempton stated his appreciation to the parting commissioners and congratulated the new members and officers. He stated that his appointee, Sarah Aquino, contacted him regarding the homeless issues at the Natoma Diggings site that is located behind the movie theatre next to Highway 50.

Commission Member Samantha Davidson welcomed the new commissioners and looks forward to working with all of you.

Vice-Chair Brian Wallace stated that he is happy to be back and thanked commissioners Benevento and Romero as he learned a lot from them under their leadership. He welcomed the new members and looks forward to working as vice chair.

Commission Member Matt Hedges stated he will miss the outgoing members as this is the most quality commission he's been on and looks forward to serving with the new members.

Commission Member Marina Leight thanked Council Member YK Chalamcherla for the appointment and looks forward to working on the commission.

Commission Member Tanya Morales thanked everyone for the warm welcome and is looking forward to getting involved. Thank you.

Chair Dave Nazworth echoed his fellow commissioners and offered a thank you to outgoing members Benevento and Romero as they served the community for a long time. He also thanked his fellow commissioners for nominating him as chair and looks forward to working with all of you.

## **12. ADJOURNMENT:**

There being no further business before the Parks and Recreation Commission, the meeting was adjourned at 7:56 p.m.

## **RESPECTFULLY SUBMITTED:**

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Stacy Munroe, Administrative Assistant

## **APPROVED:**

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Dave Nazworth, Chairperson



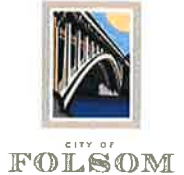
# 2021 Parks & Recreation CIP Projects



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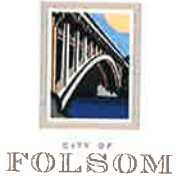


# 2021 Parks CIP Projects



- P&R Commission Establishes Capital Improvement Project (CIP) Recommendations to the City Council
  - 10 Current Funded CIP Projects Approved in Previous Annual Budgets
  - No New CIP Projects Recommended for FY 2021/22 Due to:
    - Focus on Completing Existing Approved CIP's
    - City Budget Limitations
    - Limited Park Impact Fee Projections
-

# 2021 Parks CIP Projects



## 1. Folsom Plan Area – Neighborhood Park #3

- First Park in Folsom Plan Area
- 11.8 Acres
- Rough Order of Magnitude Cost Estimate Underway
- Community Engagement in March 2021

## 2. Benevento Family Park

- 9.0 Acres Developed of 18.0 Acre Site
  - Rough Order of Magnitude Cost Estimate Underway
  - Ad Hoc Committee Involvement for Determination on How to Proceed
-



# 2021 Parks CIP Projects



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## 3. Steve Miklos Aquatic Center Pool Renovation

- Instructional and Activity Pool Re-Plastering
- Concrete Deck Replacement
- New Cause and Effect Interactive Wet Play Structure

## 4. Bud & Artie Davies Park Build-Out

- 3.5 Acres
- Includes Santa Juanita Ave Frontage and 41 stall parking lot
- Concept Plan being reviewed by Staff

## 5. Andy Morin Sports Complex Outdoor Sports Court Cover

- Weather-proof Cover to Maximize Recreational Programming for Year-Round Use
  - Steel Frame with Steel Roof
  - Staff Working with Architect to Finalize Concept Plans
-

# 2021 Parks CIP Projects



FOLSOM

## 6. Livermore Phase 5-A – Parking Lot on McAdoo

- 51-Stall Parking Lot to Alleviate Parking Congestion in Neighborhood
- Considers Remaining Programmed Park Facilities
- Includes Trails and Walkways
- Includes Stormwater Quality Control Measures to Reduce Run-Off

## 7. Lew Howard Overlook

- Project Maximizes and Beautifies an Underutilized Lookout to Hinkle Creek OS
  - New Venue Provides for Potential Revenue Generation
  - Design Development Completed in 2017
  - Project Resuming in 2021 with Completion of Plans, Specs and Engineering
-

# 2021 Parks CIP Projects



FOLSOM

## 8. Johnny Cash Trail Art Experience - Pick #1

- First Art Installation on Greenback Lane
- 7' Tall Dimensional Bronze Guitar Pick
- Site Work Performed by City Staff

## 9. Zoo ADA

- Updating Topographic Survey of Entire Zoo Facility to Address ADA

## 10. Hazel McFarland Community Garden

- Capitalize Interest from Broder Park Harvesting to Apply to Community Garden
  - Infrastructure Constructed by Contractor
  - Remaining Work by Volunteers During Community Service Day
-

# Future CIP Projects



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- There are 10 unfinished and 10 not-yet-started parks-north of Highway 50. All unfunded and deferred that are included in Master Plan.
  - There are 9 parks in FPA. To be funded by park impact fees.
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# Parks & Recreation Commission

## Tuesday, February 2, 2021



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# Trail Projects



FOLSOM

## 2021 Projects:

- Active Transportation Plan (ATP)
- Trail Connections Project-North of Hwy 50
  - Complete Design/Engineering
- Folsom-Placerville Rail Trail-North of Hwy 50
  - Complete Design/Engineering
- Folsom Plan Area Trails
  - Complete Design/Engineering
    - Mangini Ranch

## 2021 Grant Applications:

- SACOG Regional Funding Round
  - Folsom-Placerville Rail Trail
    - 100% Complete Plan Set
  - Folsom Blvd. Overcrossing
    - Environmental Phase
- Caltrans Sustainable Transportation Planning Grant
  - Folsom Blvd. Overcrossing Feasibility Study
- **Funding Sources:**
  - North of Hwy 50 vs. FPA



# Active Transportation Plan (ATP)



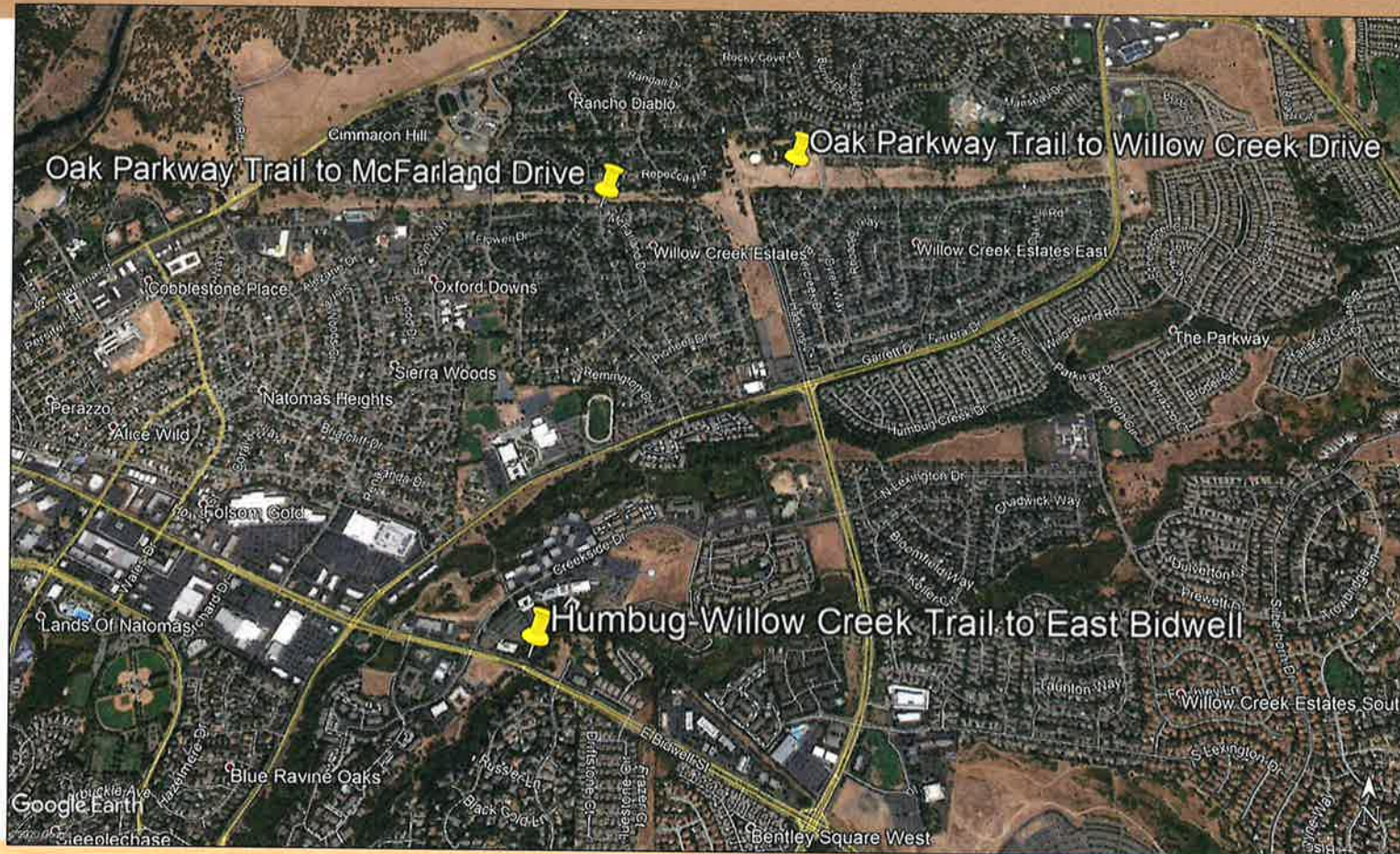
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- Combines and updates Public Works **Pedestrian Master Plan (2014)** and Parks & Rec's **Bikeways Master Plan (2007)**
- Will guide the **Planning, Development, and Maintenance** of existing and future bike/ped facilities, including:
  - Projects with adjacent jurisdictions (State Parks, Sac County, El Dorado County);
  - Recommend citywide active transportation network improvements; and
  - Safe Routes to School improvements.
- Completed ATP = More competitive in obtaining Grant Funding

# Trail Connections Project Locations



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# Folsom-Placerville Rail Trail



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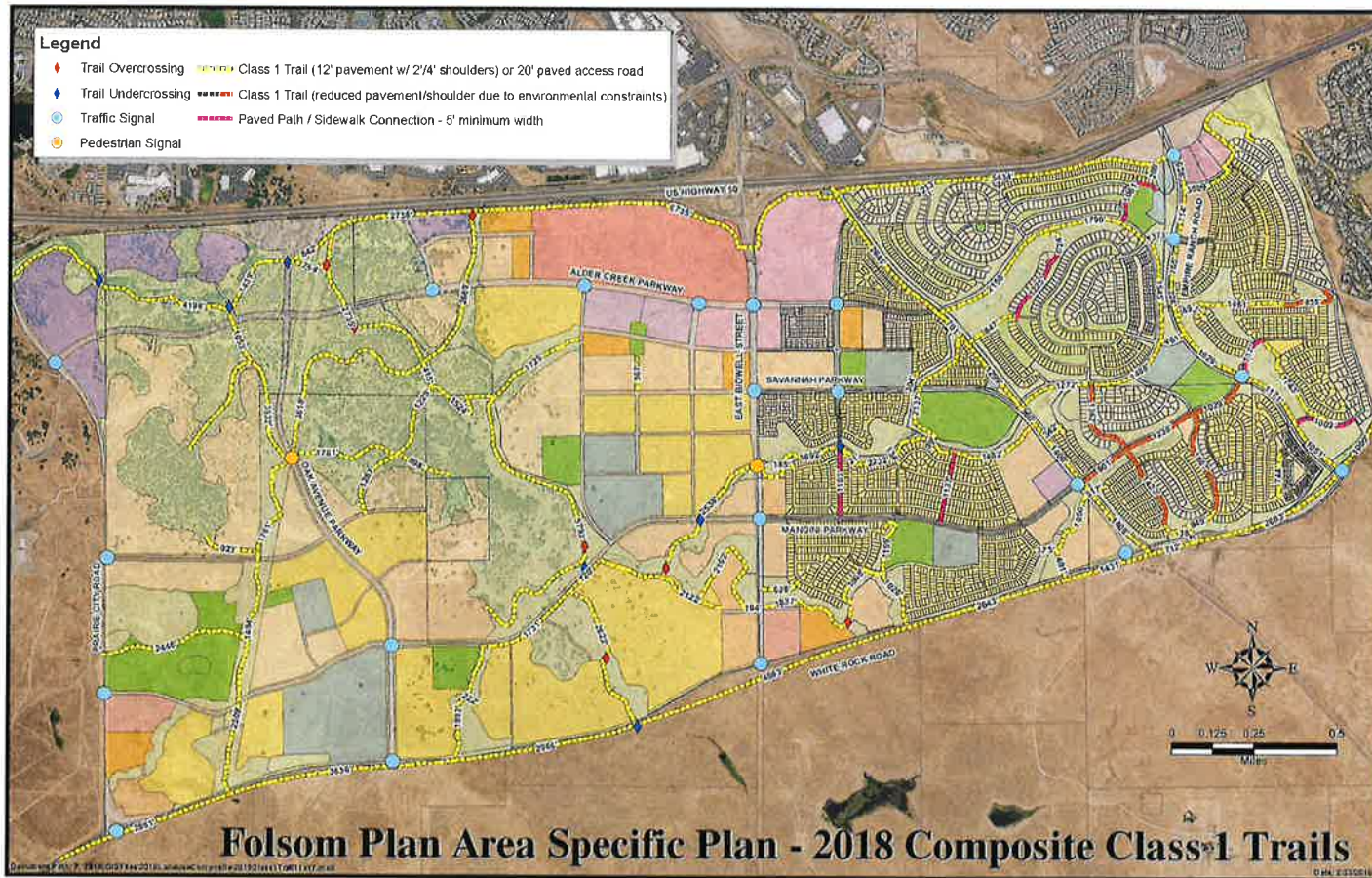




# Folsom Plan Area Trails



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# Folsom Plan Area Trails



FOLSOM

## Russel Ranch Trail Loop

- Complete

## Old Placerville Road Trail

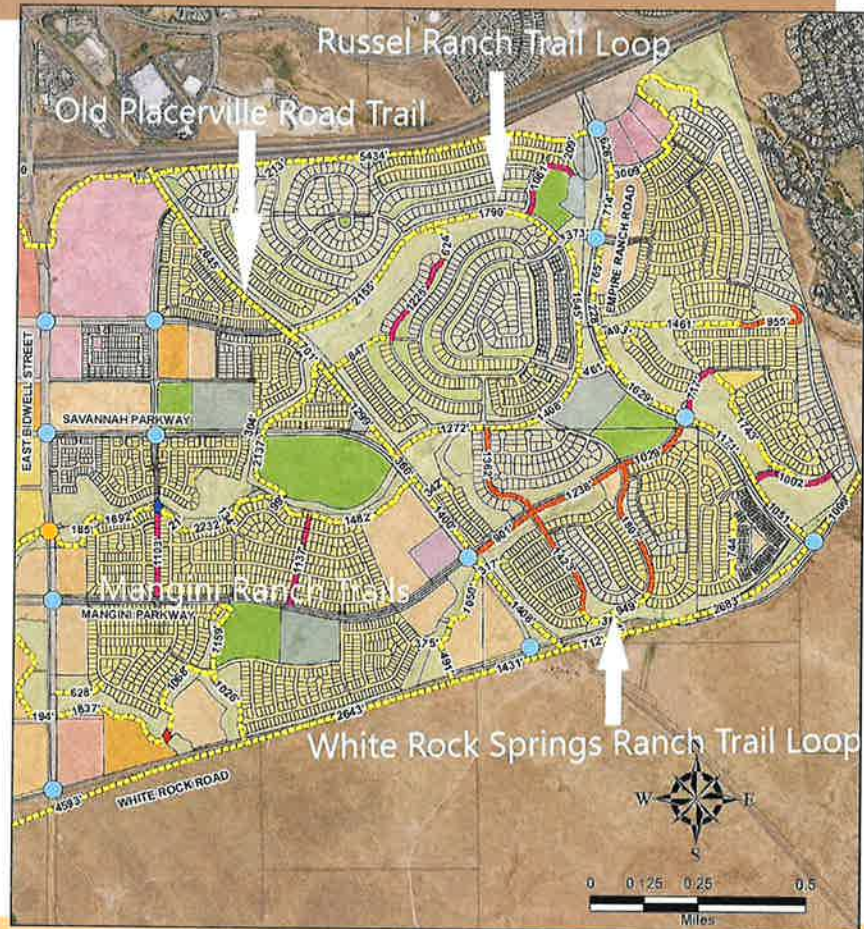
- Complete to Grand Prairie Road

## White Rock Springs Ranch Trail Loop

- Under Construction

## Mangini Ranch Trails

- Development Under Construction
- Trails 70% Rough Graded



**INFORMATIONAL ITEM 7B**  
Parks and Recreation Commission  
February 2, 2021

**To:** Parks and Recreation Commission  
**From:** Lorraine Poggione, Director Parks and Recreation  
**Date:** February 2, 2021  
**Subject:** **PARKS AND RECREATION COMMISSION OBJECTIVES**

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Attached are the objectives that were drafted by Commission Member Will Kempton and with consensus of the commission added to the Parks and Recreation Commission Manual in 2017. Parks and Recreation Commission Chair Dave Nazworth will present and discuss these objectives and the process for reviewing and returning to the full commission for finalization.

**ATTACHMENT:**

1. Parks and Recreation Commission Objectives



## DRAFT

### Parks and Recreation Commission Objectives

“Folsom’s parks, open spaces, and recreation amenities contribute to the City’s excellent quality of life. Folsom’s connection to the outdoors and its active recreational lifestyle are central to its identity. Residents can walk, bike, paddle, row, hike, and play in Folsom’s extensive network of parks and trails. Lake Natoma, Folsom Lake, and the American River also provide excellent recreation opportunities.” *(Excerpt from the Folsom 2035 General Plan Update)*

1. Consistent with the Folsom 2035 Guiding Principles for development of the General Plan Update, take appropriate actions to ensure that Folsom continues to be a premier recreation destination in Northern California.
2. Maintain and continue efforts to implement a Parks and Recreation Master Plan to carry out the goals and policies of the General Plan.
3. Continue to develop and maintain a robust system of park facilities, recreation services and open space areas throughout Folsom to provide opportunities for both passive and active recreation.
4. Within available resources, maintain all facilities and equipment to ensure that safety standards and guidelines are met. Monitor, repair and replace facilities and equipment as needed, taking into consideration priorities such as safety, demand and revenue enhancement potential.
5. Maintain and implement a capital improvement program.
6. Provide a diverse and comprehensive variety of recreational activities, update service level policies, and ensure that Folsom residents be given priority for participation in City-sponsored recreation programs, activities and leagues.
7. Develop programs to identify and attain alternative sources of funding for the acquisition and development of parklands and the financing of expanded recreation programs. Explore opportunities for the development of revenue generating facilities that will afford additional recreation opportunities for Folsom residents while providing resources to help fund these facilities and opportunities. Possible examples include an outdoor sports complex, expanded indoor recreation venues, a large scale aquatic facility, waterfront enhancements for recreation purposes, and a cross-country course in Folsom Ranch.
8. Work with staff, Folsom Lake College and the Los Rios Community College District as appropriate to develop at least a partial joint-use agreement regarding athletic facilities located at the college.



**INFORMATIONAL ITEM 9A**  
Parks & Recreation Commission  
February 2, 2021

**DATE:** January 27, 2021

**TO:** Parks & Recreation Commission

**FROM:** Lorraine Poggione, Parks Director

**By:** Tim O'Shea, Facilities Manager

**SUBJECT: PARKS RENOVATION MASTER PLAN IMPLEMENTATION UPDATE**

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**BACKGROUND:**

The Parks and Recreation Department created the Parks Renovation Master Plan in 2017 to address the replacement of aging assets in the parks such as playgrounds, picnic tables and drinking fountains. From that plan a prioritized list was created and approved by the Park and Recreation Commission in early 2020 that focused on replacing assets that have exceeded their useful life and were rated a condition 1 or 2 (poor or very poor) on the 5-point conditions rating system developed in the Parks Renovation Master Plan. Those assets that had the longest period of time since they should have been renovated were prioritized first with the rest of the assets needing replacement moving down in age order. The proposed renovation cost for all the assets needing replacement as of the 2019 conditions assessment was \$3,085,120. In the 2020-21 budget, the City Council approved \$620,000 for park asset renovations.

The following attachment provides a status update on the progress of replacing or renovating the approved assets from the Parks Renovation Master Plan list.

**ATTACHMENT:**

Approved Park Renovation Projects 2020-2021

# APPROVED PARK RENOVATION PROJECTS 2020-2021 - SORTED BY PROJECT

Project Type	Project Order	Location	Description	Size / Quantity	Unit	Price Per Unit	Cost	Work Performed By	Status
Asphalt	1	Lembi	Resurface asphalt walkway with chip seal	14658	SF	\$1	\$14,658	Contract	Working with the Public Works Dept to add these to their annual asphalt replacement/repair program. Contract will be out to bid in the next couple weeks with construction scheduled for May/June 2021. Additionally - separate funding has been secured to add resurfacing/stripping the parking lot at the Andy Morin Sports Complex to this contract.
	8	Rodeo	Resurface asphalt walkway with chip seal	24800	SF	\$1	\$24,800	Contract	
	10	Lew Howard	1" asphalt overlay on walkways	34014	SF	\$3	\$102,042	Contract	
	32	Lembi	Repairs to potholes, chip seal, restriping	85000	SF	\$1	\$85,000	Contract	
Parking Lot Restriping	31	Briggs	Stalls, ADA logo's, aisle way	16200	SF	\$0.35	\$5,670	Contract	
Total							\$232,170		
Fencing	11	Lembi	Fencing - 20' woven wire	240	LF	\$85	\$20,400	Contract	Have not started this purchase yet. Park planning will work on this bid package after the tennis court resurfacing bid package is completed.
	24	Lew Howard	Fencing - Wooden fencing around playground	300	LF	\$45	\$13,500	Contract	
	44	Kids Play	Fencing - Wooden fencing around playground 5-12	557	LF	\$50	\$27,850	Contract	
	51	Rodeo	Fencing - 6' woven wire	840	LF	\$20	\$16,800	Contract	
	53	Rodeo	Fencing - 10' woven wire	240	LF	\$60	\$14,400	Contract	
	54	Rodeo	Fencing - 12' woven wire	112	LF	\$75	\$8,400	Contract	
Gates	18	Folsom City Lions	Access gate at Ball field	16	LF	\$500	\$8,000	Contract	
Total							\$109,350		
Court Resurfacing	33	Preserves	Resurfacing basketball 1/2 court	0.5	EA	\$8,500	\$4,250	Contract	Park Planning to start putting the contract documents together in late February. Bid award expected in March/April with construction to start in May/June.
	36	Granite	Resurfacing tennis Court	1	EA	\$8,500	\$8,500	Contract	
	40	Davies	Resurfacing tennis Court	2	EA	\$8,500	\$17,000	Contract	
	48	Beacon Hill	Resurfacing basketball	1	EA	\$8,500	\$8,500	Contract	
	60	Shores	Resurfacing basketball	1	EA	\$8,500	\$8,500	Contract	
Total				5.5	Total		\$46,750		
Dog Waste Station	41	Cobble Hills	Dog waste station metal unit	1	EA	\$1,200	\$1,200	Contract	On order. Install expected in early February. Staff is working on receiving the final quote. Due to the complexity of this order, many details are being very thoroughly vetted to ensure the proper fit of the replacement tables, benches and trash receptacles. Field visits with the manufacturer representative and staff have been completed and a preliminary quote in the amount of \$95,000 has been received. Staff expects this process to be completed in early February.
Benches/Picnic Tables	4	Steeplechase	Benches	1	EA	\$875	\$875	Staff	
	5	Ed Mitchell	Picnic tables - 6'	2	EA	\$1,500	\$3,000	Staff	
	6	Ed Mitchell	Benches	8	EA	\$950	\$7,600	Staff	
	7	Granite	Picnic tables - 8'	1	EA	\$1,700	\$1,700	Staff	
	12	Ernie Sheldon	Picnic tables - 8'	7	EA	\$1,700	\$11,900	Staff	
	13	Ernie Sheldon	Picnic tables - 6'	4	EA	\$1,500	\$6,000	Staff	
	14	Ernie Sheldon	Benches	4	EA	\$875	\$3,500	Staff	
	15	Ernie Sheldon	Benches w/back	10	EA	\$950	\$9,500	Staff	
	16	Ernie Sheldon	Benches	4	EA	\$875	\$3,500	Staff	
	17	Folsom City Lions	Score Keeper table	1	EA	\$1,500	\$1,500	Staff	
	21	Thorndike	Picnic table - square	2	EA	\$1,200	\$2,400	Staff	
	25	Reflections	Picnic tables - 6'	4	EA	\$1,500	\$6,000	Staff	

# APPROVED PARK RENOVATION PROJECTS 2020-2021 - SORTED BY PROJECT

Project Type	Project Order	Location	Description	Size / Quantity	Unit	Price Per Unit	Cost	Work Performed By	Status
	26	Reflections	Benches w/back	1	EA	\$950	\$950	Staff	
	42	Ernie Sheldon	Score Keeper table	5	EA	\$1,500	\$7,500	Staff	
	49	Beacon Hill	Benches	2	EA	\$875	\$1,750	Staff	
	63	Cambridge	Picnic table - square	2	EA	\$1,200	\$2,400	Staff	
	66	Chadwick	Picnic table - square	2	EA	\$1,200	\$2,400	Staff	
	68	Garden Club	Picnic tables - 6'	1	EA	\$1,500	\$1,500	Staff	
	71	Keller	Picnic tables - 6' - recycled plastic	1	EA	\$1,200	\$1,200	Staff	
	74	Prewett	Picnic table - square	1	EA	\$1,500	\$1,500	Staff	
Total				63			Total \$76,675		
Trash Cans	22	Ed Mitchell	Expanded metal trash cans	7	EA	\$500	\$3,500	Staff	
	28	Egloff	Expanded metal trash cans	2	EA	\$500	\$1,000	Staff	
	34	BT Collins	Expanded metal trash cans	7	EA	\$500	\$3,500	Staff	
	43	Kids Play	Expanded metal trash cans	3	EA	\$500	\$1,500	Staff	
	50	Big Foot	Expanded metal trash cans	2	EA	\$500	\$1,000	Staff	
	62	Cambridge	Expanded metal trash cans	1	EA	\$500	\$500	Staff	
	65	Chadwick	Expanded metal trash cans	1	EA	\$500	\$500	Staff	
	67	Ernie Sheldon	Expanded metal trash cans	17	EA	\$500	\$8,500	Staff	
	73	Prewett	Expanded metal trash cans	1	EA	\$500	\$500	Staff	
	76	Thorndike	Expanded metal trash cans	1	EA	\$500	\$500	Staff	
	77	Wellfleet	Expanded metal trash cans	1	EA	\$500	\$500	Staff	
Total				43			Total \$21,500		
Park Sign	23	Folsom City Lions	Park sign wood panel or like	1	EA	\$5,000	\$5,000	Lions Club Service project w/staff	New signs such as these are procured utilizing the expertise of our in-house marketing and graphics staff member, Lesley Miller. Lesley is starting the process of converting the signs to PDF graphics that can then be turned into our sign company for a price quote. We expect to have final quotes by mid to late February.
	30	Egloff	Park sign wood panel or like	1	EA	\$5,000	\$5,000	Contractor/Staff	
	35	BT Collins	Park sign wood panel or like	1	EA	\$5,000	\$5,000	Contractor/Staff	
	64	Cambridge	Park sign wood panel or like	1	EA	\$5,000	\$5,000	Contractor/Staff	
	70	Granite	Park sign wood panel or like	1	EA	\$5,000	\$5,000	Contractor/Staff	
	75	Prewett	Park sign wood panel or like	1	EA	\$5,000	\$5,000	Contractor/Staff	
	79	Wellfleet	Park sign wood panel or like	1	EA	\$5,000	\$5,000	Contractor/Staff	
Total				7			Total \$35,000		
Drinking Fountain	47	Shores	Drinking fountain direct bury	1	EA	\$5,000	\$5,000	Staff	This project has not been started.
	56	Ed Mitchell	Drinking fountain direct bury	1	EA	\$5,000	\$5,000	Staff	
	69	Granite	Drinking fountain direct bury	2	EA	\$5,000	\$10,000	Staff	
	80	Egloff	Drinking fountain direct bury	1	EA	\$5,000	\$5,000	Staff	
Total				5			Total \$25,000		
BBQ	37	John Kemp	BBQ small	2	EA	\$500	\$1,000	Staff	Purchase in process. Waiting on quote.
	38	John Kemp	BBQ large	2	EA	\$1,100	\$2,200	Staff	



APPROVED PARK RENOVATION PROJECTS 2020-2021 - SORTED BY PROJECT

Project Type	Project Order	Location	Description	Size / Quantity	Unit	Price Per Unit	Cost	Work Performed By	Status
	58	Levy	BBQ small	2	EA	\$500	\$1,000	Staff	
				Total 6		Total	\$4,200		
Basketball Hardware	45	Davies	Hoop, Backboard	1	EA	\$2,000	\$2,000	Staff	Staff will be starting this order in February.
Scoreboard	2	Lembi	Scoreboard replacement of board only	2	EA	\$8,000	\$16,000	Staff	The two scoreboards at Lembi that need to be replaced are on Softball Field A and Baseball Field C. In consultation with the Recreation staff, it has been determined that the scoreboard at the softball field is not needed and has not been used for many years (pre-COVID). The other two softball fields at Lembi do not have scoreboards and there have not been any plans to add them. The cost estimates for the Field C scoreboard is about \$16,000 including installation so the Field A scoreboard is being deleted from the asset inventory.
Bollards	19	Folsom City Lions	Bollard wooden	2	EA	\$75	\$150	Staff	These projects have not been started.
	20	Lembi	Bollard wooden	193	EA	\$75	\$14,475	Staff	
	57	Ed Mitchell	Bollard wooden	71	EA	\$75	\$5,325	Staff	
				Total 266		Total	\$19,950		
Bleacher	82	Lembi	Bleacher aluminum	1	EA	\$2,000	\$2,000	Staff	
Overlook	29	Egloff	Wooden overlook	36	EA	\$45	\$1,620	Staff	
Irrigation controller	61	Young Wo	Irrigation controller - central compatible	1	EA	\$6,000	\$6,000	Staff	Completed at a cost of \$300.00. This park does not have power so there is no solar powered irrigation controller that can be put on the existing City central irrigation control system. To be ordered in February and installed by March.
	81	Hannaford	Irrigation controller - central compatible	1	EA	\$6,000	\$6,000	Staff	
				Total 2		Total	\$12,000		
							Total Renovations	\$605,415	
							Renovation budget	\$620,000	
							Contingency	\$14,585	

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission

From: Lorraine Poggione, Parks & Recreation Director

By: Chad Gunter, Recreation Supervisor

Date: January 29, 2021

Subject: Aquatic Center & Skate Park Monthly Report January 2020

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

- Due to COVID-19 the Steve Miklos Aquatic Center has been operating with limited programming since June 16, 2020. Per County Health Order, the Sierra Marlins were permitted to swim two swimmers per lane. Current programs include: Lap Swim, Sierra Marlins, Dos Rios Divers, Aquacise, and Scuba. Activity & Instructional Pool renovation started November 12, 2020.

Participation #'s are as follows:

Sierra Marlins:	5,839
Lap Swimming:	618 (through 1/28/2021)
Dos Rios Divers:	220
Aquacise:	176

- Continued monitoring of State & County orders pertaining to swimming facility operations. Hopeful orders will be updated to provide additional flexibility in swimmers allowed in the facility along with total operational per lane.
- Swim Teams  
Staff facilitated a meeting between coaches and board members of the Sierra Marlins and Folsom Sea Otters swim teams 1/21/21. Both teams expressed a desire to collaborate on future programming, clinics, and other opportunities in order to benefit the Folsom swimming community.
- The Cummings Family Skate & Bike Park saw record numbers of users during the Dr. Martin Luther King, Jr Day weekend (January 15 – January 18), with multiple days over 100 participants and a record 140 on Saturday, January 16, 2021.



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- The bike park was closed for 19 days and the skate park for 6 days due to mud and/or unsafe riding conditions due to recent rain.

Participation #'s are as follows:

Skaters: 1,263

Bikers: 476

**Totals: 1,739 (through 1/28/2021)**

## **II. Upcoming Department Related Events**

- The Steve Miklos Aquatic Center will be hosting two regional Jeff Ellis & Associates Lifeguard Instructor courses on February 26 – 28, 2021 and March 5 – 7, 2021. The City will be compensated with free enrollment for two lifeguard instructors.
- Sierra Marlins will be holding a small dual meet February 14 – 15, 2021 with limited swimmers attempting to qualify for the Olympic Trials.
- Sierra Marlins will be holding a small intra-squad event on February 19 – 21, 2021.
- Ellis & Associates Lifeguard Training for new staff is scheduled for March 13, 14, 20, and 21. Aquatic Center staff are currently accepting enrollments.

## **III. Progress on Key Projects**

- Renovation of the Instructional and Activity Pools and surrounding pool decks is progressing. Tile work, slot drain installation, and electrical repairs have been completed. Contractor is currently preparing to pour new concrete decks, which is anticipated in the early weeks of February. Staff is currently awaiting a timeline of anticipated play structure delivery. Plaster of the pools can not commence until installation of the play structure.
- New Chemical Controller was ordered to replace existing 50-meter chemical controller due to inconsistencies and lack of replacement parts or ability to update.

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

- Annual Winter Ellis Lifeguard Training took place January 9 – 10, 2021 after being postponed from its original date of December 21 – 22, 2020 with 10 returning staff participated in training. Staff followed all COVID-19 precautions.

# Monthly Report



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PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission

From: Lorraine Poggione, Parks & Recreation Director

By: Sarah Trobee, Recreation Supervisor

Date: February 2, 2021

Subject: Community & Cultural Services Monthly Report for Dec. 2020 & Jan. 2021

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## **COVID-19 Update**

Unfortunately, most programs and services in our division remain on hold or are closed due to the COVID pandemic.

## **Notable Achievements & Services**

### Community Facilities

- The Community Center and Rotary Clubhouse remain closed due to COVID-19.
- Staff worked on cancelling or postponing reservations for facilities and park pavilion rentals through the end of February.
- Staff continues maintenance of facilities with intentions of reopening soon.
- Staff continues to manage the EMMS Inc. janitorial contract for the City.
- Staff is working on streamlining the rentals of Folsom Historic District venues directly and away from the special event process. This will make renting venues such as the Zittle Family Amphitheater more efficient and much easier for customers.
- Staff is assisting with research of obtaining shower trailer services for HART of Folsom's winter shelter.
- The Community Center hosted a second Vitalant community blood drive on December 12<sup>th</sup> which yielded 34 pints of blood donated from 36 individuals.

### Art Center & Art Gallery, Arts and Cultural Commission

- The Gallery at 48 Natoma is now offering consistent retail shopping hours. Drop-in retail shopping is available from 11 a.m. to 1:30 p.m. Tuesdays and Fridays. Shopping appointments are also available between 9 a.m. and 4 p.m. Monday through Friday by calling ahead for a time slot. All current COVID-19 safety protocols are followed.

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- The Gallery gift shop area and retail art for sale are starting to pick up in attendance by promotions on social media with the start of the new exhibit and retail shopping hours.
- A fantastic group from the Sierra Wax Artists are currently in the exhibit, “Movement, Mastery & Medium,” at the Gallery at 48 Natoma in Folsom from January 22 through April 1, 2021.
- In the adjacent Community Gallery at 48 Natoma, the Folsom Arts Association exhibits “It’s an Abstract World,” featuring a different take on their juried membership show with abstract paintings in a variety of media.

## Senior Services and Center

- Meals on Wheels continues to provide home meal deliveries to seniors.
- Dine at Home Sacramento continues to provide at home meals to 72 registered participants ages 60-97. They have prepared 31,414 meals prepared by eight different Folsom restaurants and successfully delivered those meals to senior residents.
- Virtual Senior Yoga classes are now featured in the Rec Guide providing seniors options that they can enjoy from the safety of their home.

## Special Events

- Planning is underway for the upcoming Spring Eggstravaganza and Love My Mom 5k. Staff are looking into many options for each as we progress through the COVID-19 tiered restrictions/allowances spreadsheet.

## Teen Services

- The CAVE program is still closed due to COVID-19.

## Pre-School & Youth Services

- The Fun Factory and Kindergarten Readiness programs have continued to successfully provide preschool opportunities to 36 families in three different classrooms at three different locations. Parents have been very responsive to all our ongoing COVID protocols. They have gone above and beyond to keep their child home at the slightest hint of them not feeling well. I believe that the relationships that the teachers have built with each of the families during this pandemic have directly affected our success so far this school year. Four more months to go!



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## The R.E.C. Club:

- The Fifth and Sixth session of R.E.C. Club stayed consistent in enrollment with remaining in the double digits. In December, weekly themes consisted of The Amazing Race, Holiday Extravaganza, and a Winter Wonderland week. In January, weekly themes consisted of Disney Week, Nickelodeon Week, Pirates Week, and Pokémon Week. Some highlight activities include DIY Lava Lamps, DIY Rockets, making your own Pokémon, Mater's Backwards Driving Course, various Disney Crafts, and making our own bubbles!
- In December with having to close REC Club for the Holiday Break, Program Director Kayla Thayer, had a curb-side craft pick up for the families of REC Club to do over the break. Each box contained various activities such as DIY Play Dough, Reindeer Food, Coffee Filter Snowflakes, Snowman/Reindeer Character Craft, coloring pages, a Stocking Craft, and other activity sheets.
- REC Club continues to offer two different times to adapt to each child's school schedule. We continue to offer a 1-6pm program and a 3-6pm program, with everyone at the same time on Mondays.



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## Social Media

- 27 photos and 12 videos were released in December 2020 & January 2021 with a monthly reach of 63.6K+ and 19.9K+ post engagement, and 6.9K+ video views. 29 Instagram/Facebook Stories were posted with 4.1K+ unique account views.
- With the Annual Wild Nights & Holiday Lights Event canceled due to the pandemic, a new weekly video series was created for the month of December known as “Weekly Wednesday”. Every week a fun holiday craft project was filmed and shared that parents can do with their kids at home with items around the house. These projects included making bead ornaments, snow globes, paper reindeers, & party poppers for the new year!



- A behind the scenes video at the R.E.C. Club was filmed and produced showing parents the extra safety protocols put in place as well as the staff to welcome participants back to the program following the holiday break.
- In order to take full advantage of the platform as well as reach a new audience within our community, the social media team began utilizing the REELS feature on Instagram. These 15 second videos are a new section to the platform and the videos the team will create will be to highlight our community and amenities. So far Cohn Park, Humbug-Willow Creek Trail, & Folsom Lake have been featured. This platform has been very popular as these short videos have had 3.8K+ views since they released.
- A campaign focused on Wild Nights & Holiday Lights was created to keep the event in our community’s thoughts and hopefully have them return in 2021 if the event can reopen. This included posts from past events that asked past guests to share their most memorable experience from the event, favorite thing at the event, and concluded with a mashup highlight video from previous years.

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- In lieu of the gallery receptions to open another new exhibit at the Gallery at 48, a time-lapse video of the gallery setup and a virtual tour video was filmed and produced. These videos as well as an image gallery of art pieces give an in depth look at the new exhibit, “Movement, Mystery, & Medium” that cannot be viewed normally due to the pandemic.

## **Other Notable Programs**

- Staff organized two hand sanitizer distribution events to provide bottles of hand sanitizer that CAL OES has provided to the City of Folsom. On Tuesday, January 19, a business distribution event was held and over 85 cases were distributed to businesses in Folsom. On Friday, January 22, a resident distribution event was held with 360 bottles distributed to residents.



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PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission

From: Lorraine Poggione, Parks & Recreation Director

By: Tim O'Shea, Facilities Manager

Date: January 28, 2020

Subject: Facilities Maintenance Division Monthly Report for December-January 2020-21

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## **I. COVID-19 Update**

- The Park Maintenance staff continues to report in at the park shop in the mornings for their wellness check and maintaining social distancing practices. Wearing of face masks is required when entering any building and when needed while performing their assigned tasks in the parks. No changes in the program have occurred since the last update.

## **II. Notable Achievements & Services**

- Irrigation pump repairs due to malfunctions were completed at Briggs and Cummings parks.
- A new door was installed in the storage room at the Cummings Park concession stand due to vandalism.
- Excess dirt spillage due to runoff onto the sidewalk from the small hillside at Davies Park was removed.
- A replacement slide was installed at Folsom Kids Play Park



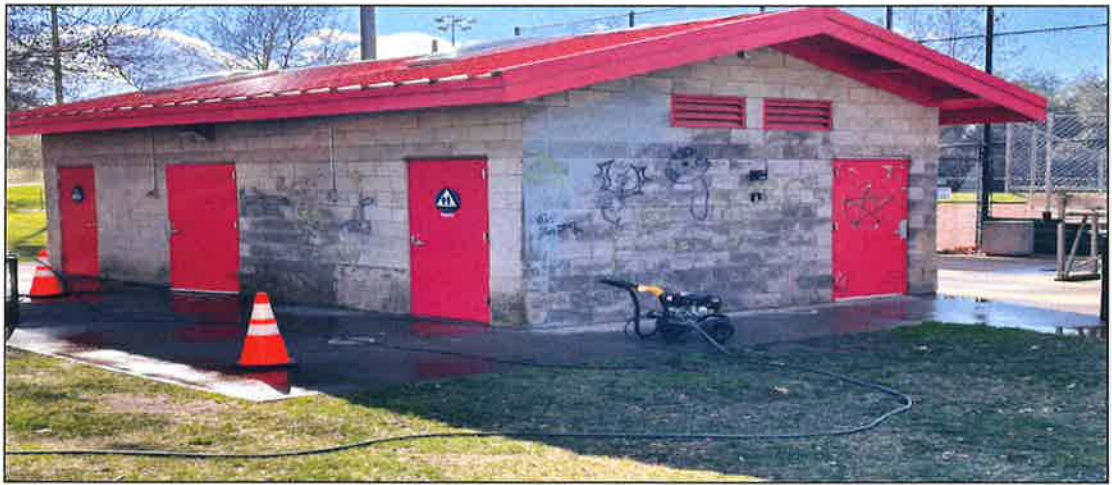
# Monthly Report



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### III. Notable Incidents / Events

- Graffiti continues to be a problem in many park areas such as Cummings, City Lions Park, Briggs, Sheldon, Cohn and Livermore park. Vandalism to the restrooms such as door hardware tampering and toilet flush valve removal/damage have occurred at the Parking Garage, Chamber restrooms, Lembi and Cumming parks.



- Multiple fasteners that hold together the Econome Park playground net climber were vandalized/removed and had to be replaced.





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- Replacement of multiple vandalized fence panels at the Natomas Diggings has been completed. At the time of this report there is no homeless activity in the area though litter continues to accumulate in the back parking lot of the movie theaters adjacent to the Diggings.



#### IV. Progress on Key Projects

- Staff has completed the installation of two new walk-in gates into the Lembi tennis/pickleball courts 2 and 3. This was part of a Community Service Day project to add an access path and gates along the side of the courts. Previously, players could only access the two back courts by the one access gate on court number 1 thus having to walk through existing play.



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- Staff has completed the renovation of the expansion area dog park. This work included top dressing soil in the low spots of the grass, adding decomposed granite and cleaning/painting of the covered pavilion area. Work has now started on the large dog park area and will include the same types of renovation to the turf and decomposed granite areas.



- The worn-out deck board replacement project has started on the Folsom Blvd trail bridge with the Lexington Hills trail bridge expected to start in February. Response to the high volume of vandalism and graffiti coupled with staffing shortages has contributed to the delay in completing these projects.





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## V. Personnel

- In September of 2020, Park Maintenance worker Dick Beile retired. In early January we welcomed Wesley Miller on board to fill the vacancy. Wes's primary responsibility is to repair and maintain the park irrigation systems but with his past experience in tree pruning he will assist in that area.



## VI. See Click Fix

- Previously open as of December 1<sup>st</sup> - 47
- Received December 1<sup>st</sup> through January 26<sup>th</sup> - 71
- Closed December 1<sup>st</sup> through January 26<sup>th</sup> - 42
- Open as of January 26<sup>th</sup> - 76

# Monthly Report



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PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission

From: Lorraine Poggione, Parks & Recreation Director

By: Brad Nelson, Senior Park Planner

Date: February 2, 2021

Subject: Park Planning Monthly Report for December 2020 and January 2021

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## **I. COVID-19 Update**

- No update

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

- Staff coordinated with Marketing Graphics Coordinator and the Recreation & Community Services Manager for the design, fabrication, and installation of the Zittel Family Amphitheater signage.
- Staff coordinated the delivery and acceptance of the art piece "Shell of Thrones" at the Steve Miklos Aquatic Center. The sculpture will be installed as part of the renovation project.
- Staff reviewed multiple project submittals for the Folsom Plan Area, including the Town Center South, Mangini Parkway Bridge, Mangini Ranch 1C, Mangini Ranch North and Toll Brothers Phase 2.
- Staff met with a resident whose backyard is adjacent to the Disc Golf Course at BT Collins. Errant discs have been flying into his backyard on numerous occasions. The resident came into City Hall on Dec. 30<sup>th</sup> and we agreed to meet with him at BT Collins. Staff met with him on Jan 5<sup>th</sup> to listen to his concerns and agreed to install signage on his fence and on the disc golf course to hopefully alleviate the errant disc throwing. Signs were ordered the week of Jan. 25<sup>th</sup> and scheduled to be installed the first week of February.
- Staff met with Zoo staff to discuss the renovation of the Aviary Exhibit to house the Peregrine Falcon known as Frank. This renovation will be performed by City staff. Staff is researching stainless steel netting to be used for the exhibit.

# Monthly Report



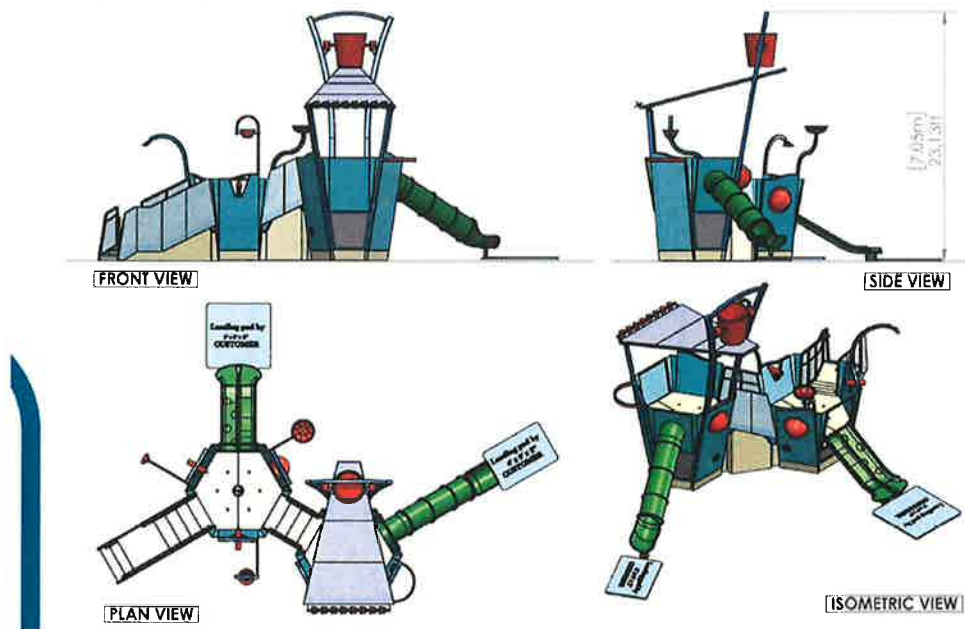
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- Staff met with California Dept of Fish and Wildlife (CDFW) at the Zoo to discuss their annual inspection report identifying potential structural inadequacies of the Tiger exhibit and the Mountain Lion Exhibit. Staff conducted research into the existing facilities and generated a letter requesting a variance to CDFW's requirements. This letter was submitted to CDFW and is being sent up their chain of command. Staff is waiting for a response.

## II. Progress on Key Projects

- Steve Miklos Aquatic Center – Demolition started Nov. 11<sup>th</sup> and continued through December. Staff conducts daily inspections and is responding to Request for Information, submittals and change orders. Tile work is completed. Electrical conduit repair work is completed. Deck drainage system is being installed. Below is a rendering of the proposed Wet-Play Structure. This structure includes cause-and-effect interactives.

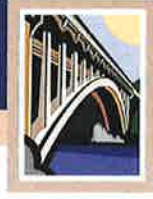
Folsom Aquatic Center  
Folsom, California, United States



- Benevento and NP3 – Project kick-off meeting occurred Dec. 9<sup>th</sup>. Project schedules have been submitted and staff reviewed and scheduled are being adjusted. Staff provide topographic surveys to consultant. Updated Rough Order of Magnitude cost estimates are anticipated first week of February. First community meetings for Neighborhood Park #3 are anticipated in March.



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- Community Center Re-Roofing - Staff prepared plans and specifications for the re-roofing project and advertised bids in December. Bids are due Feb 3<sup>rd</sup>.
- Bud and Artie Davies Park – Conceptual drawing have been prepared along with a cost estimate for the work. Staff is reviewing and providing comments to consultant. Subcommittee will be involved in February.
- Folsom Sports Complex Overhead Covering – Updated Consultant Agreement Amendment was finalized and is being processed. Architect will prepare initial concept design, which will eventually become the design-build specifications. Meeting to update design team scheduled in February.

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PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission

From: Lorraine Poggione, Parks & Recreation Director

By: Derik Perez, Recreation Supervisor

Date: February 2, 2021

Subject: Recreation / Sports Division Monthly Report for January 2021

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## **I. COVID-19 Update**

- One Sports Coordinator continues to assist the department by monitoring the Skate Park and is currently still onsite for four hours per day, five days a week.
- One Sports Coordinator has been assigned to the Steve Miklos Aquatic Center to assist with administrative duties for lap swim registration three hours per day, five days a week.
- The Andy Morin Sports Complex has been shut down since Friday, November 13 following State and County guidelines related to COVID-19.
- Currently, three full-time Sports Division staff are assigned at the Sports Complex to facilitate non-contact sports classes (tennis, flag football conditioning, soccer classes), registrations, allocate outdoor park fields for rentals and planning for winter and spring programming.

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

- No organized programs, leagues or tournaments took place due to COVID-19 (Mid-March – current).
- Staff is currently working on planning winter non-contact sports programs adhering to guidelines per CDC, State and County recommendations. Example of non-contact programs include tennis, soccer, flag football, softball, baseball, etc.
- Staff has been leading virtual bi-weekly meetings with local agencies to discuss sports related topics related to COVID-19.
- Staff has been attending bi-weekly meeting with USA Softball of Sacramento to discuss any updates for youth and adult softball per COVID-19 guidelines.
- Staff has collaborated with the Folsom Police Department to prepare a Facility Use Permit for groups approved to reserve park facilities during COVID-19. This assists the Police Department with knowing who has been approved to use the facilities.
- Staff has noticed a significant increase of facility use permits each month, which has resulted in increased participation by the youth. The reduced number of permits and participation for the month of January is in result of the change in weather and natural

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grass field being offline for renovation. The graph below shows the tracked growth since staff started tracking facility use permits in the park system:

**Monthly Growth Chart for Outdoor Facility Rentals**

	Facility Use Permits Issued	Facility Use Permits % Increase	Facility Weekly Hours Rented	Facility Monthly Hours Rented	Monthly Participation Totals (Average 10 participants / hr)
July	10	0	229	916	9160
August	13	30%	260	1040	10400
September	20	100%	297	1188	11880
October	20	100%	341	1465	14650
November	16	60%	259	716	7160
December	12	20%	144	325	3250
January	13	30%	135	325	3250
February					

*Note: % increase is based from original permits (10) issued from July.*

- Staff continues to work with local fitness trainers to offer outdoor classes in the parks on the outdoor courts or mini-pitch soccer field at the Andy Morin Sports Complex.

## II. Community Youth Sports Leagues (CYSL)

- All Folsom CYSL's have suspended or cancelled their winter season.
- Folsom Lacrosse Association is scheduled to start their modified season following all State and County guidelines the end of January.
- Staff continues to communicate with local CYSL's with updates from the Sacramento County Health Orders due to COVID-19.
- Staff is working with local CYSL's to prepare guidelines for "Return to Play" for each individual sport.
- Staff attended the January FAA meeting and provided updates to the CYSL's and FAA members on the ongoing COVID-19 situation and current park projects and Adopt projects in the works.
- Staff has updated MOU's with the following Community Youth Sports Leagues (CYSL): Folsom Baseball Club, Folsom Softball Club, Folsom Lacrosse Association, Folsom American Little League, Folsom Vista Talons (Boys & Girls), Folsom Jr. Bulldogs, Vista Jr. Eagles and Folsom National Little League and Folsom Soccer Club (Recreation).
- Staff has prepared draft MOU's for Folsom Lake Surf, Folsom Fusion and FEBA and sent them to the CYSL for review and comments.
- Staff is preparing draft MOU's for Aspire Volleyball Club and Folsom Cricket Club to share and review in the future.



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### **III. Joint Use Agreement - FCUSD**

- Staff continues to communicate with the FCUSD on COVID-19 related updates for facilities.
- Staff is working with FCUSD for facilities for the 2021 Sac-Joaquin Section Sport calendar for the upcoming winter/spring. This is all pending updated “youth sports” guidelines from the California Department of Public Health.
- Staff is currently working on updating the Operational Agreement with FCUSD and a draft has been submitted to FCUSD for review and comment.
- Staff continues to be involved in joint use planning for planned school sites in the Folsom Plan Area including the new high school facility.

### **IV. Joint Use Agreement – Folsom Lake College**

- Due to COVID-19, the instructor contract with Folsom Lake College (FLC) instructors was not executed. Staff will look into executing a potential agreement for summer 2021 programming if applicable.
- Staff will continue to communicate with FLC staff in facility requests if needed for future programming uses.

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DEPARTMENT

To: Parks & Recreation Commission

From: Lorraine Poggione, Parks & Recreation Director

By: Brett Bollinger, Senior Trails Planner

Date: February 2, 2021

Subject: Trail Planning Division Monthly Report for January 2021

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## I. Progress on Key Projects

- **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:	September 2021

January Activity: Staff submitted all requested data to the consultant. The consultant is currently working on creating an ATP website for the public to follow the progress of the plan and have the most up-to-date information about upcoming ATP public outreach. Staff is collecting contact information for residents interested in participating in the ATP process.

August - December Activity: The project kick-off meeting was held on August 18, 2020. Staff is currently evaluating from Public Works, Parks and Recreation, and Information Systems Division (GIS) participated in the meeting. The consultant provided the City team a data request that we are currently gathering to provide to the consultant. Staff is working on providing the requested data to the consultant. Data requested includes pedestrian and bicycle facilities GIS files, zoning and parcel information, anticipated future development, and long-range planning documents.

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- **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 an unpaved access to the trail.

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

December/January Activity: Staff finalized the design contract with RRM Design Group and now have a fully executed contract. The project kick-off meeting / site visit is scheduled for January 29, 2021.

October/November Activity: The contract award for RRM Design Group was approved at the November 10, 2020 City Council meeting. Staff is currently working on finalizing the design/engineering contract with RRM Design Group.



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## • **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 project(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 on 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.
2. SACOG Regional Funding Grant Program: Staff submitted two project applications on January 15, 2021 for the Folsom-Placerville Rail Trail project (complete design/engineering) and the Folsom Blvd. Overcrossing (Environmental). Notification of grant awards are announced in March 2021.
3. Caltrans Sustainable Transportation Planning Grant Program: Staff is working on an application to fund the Folsom Blvd. Overcrossing feasibility study. Applications are due February 12, 2021.

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

Senior Trails Planner, Brett Bollinger, attended (virtually) Caltrans Resident Engineer Academy from January 11-15, 2021. Participants learn how to efficiently manage a project from beginning to completion in compliance with state and federal regulations. Training topics included:

- Resident Engineer's Roles and Responsibilities
- Staffing/Consultants and Supervision
- Pre-Construction Preparation – Documents, Checklists and Files
- Process Reviews and Oversight
- Environmental and SWPPP/WPC

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- Public Relations
- Control of Work
- Scope of Work, Safety/Traffic Control
- Contract Change Order
- Labor Compliance
- Control of Materials
- Project Completion and Invoicing
- Claims and Claims Avoidance
- Local Agency/RE Liability

# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission

From: Lorraine Poggione, Parks & Recreation Director

By: Jocelyn Smeltzer, Zoo Manager

Date: January 28, 2021

Subject: Folsom City Zoo Sanctuary Monthly Report for December 2020 and January 2021

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## **I. COVID -19 Update**

- In accordance with California's Regional Stay-at-Home Order, the Folsom City Zoo Sanctuary was required to close all operations effective Friday, December 11, 2020. In January 2021, the Governor lifted the Stay-at-Home Order for the Greater Sacramento Region and Sacramento County issued a revised Health Order that aligns with Purple/Tier 1. Accordingly, the Zoo resumed operations Friday, January 22, 2021.
- Volunteers continue to assist the Zoo remotely:
  - Zoo Buddies dropped off holiday themed animal enrichment in December which was enjoyed by many animals.

## **II. Notable Achievements & Services**

- Staff applied for a California Parks and Recreation Society award for the annual Wild Nights and Holiday Lights event. The intention is for this event to return in December 2021.
- Staff implemented an online Zoo gift shop selling items such as animal adoptions, sweatshirts, water bottles/tumblers and animal art which has generated almost \$3,000 in revenue so far. This provided a virtual opportunity for purchasing Christmas gifts and remains available going forward for online purchases.

## **III. Animal Updates**

- The following birds received their annual physical exams and vaccinations:
  - Ravens Sam and Lenore, Macaws Rocky and Bingo, Turkey Vultures Mortimer and Reeves, Great Horned Owls Virginia and Phineas and Barn Owl Grayson
- Bearded Dragon, Mushu, was x-rayed and is on a weight reduction diet.



# Monthly Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

- Kinkajou Quinn was anesthetized and evaluated for a recent health issue and also received his annual physical and vaccinations.

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

- Three Zoo manholes were serviced on Friday January 22.
- West Coast Arborists removed tree branches from a Zoo tree that was damaged by winter storms on Friday, January 29.
- Facilities Maintenance staff assisted with multiple projects throughout the Zoo including:
  - Adding wooden boards to the Tiger Exhibit platform.
  - Fixing the heated slab in the Tiger Exhibit den.
  - Installing wire mesh in the Miner's Shack Exhibit.
  - Installing a heater at the Great Horned Owl Exhibit.
  - Adding a crate system at the Wolf Hybrid Exhibit so the wolf hybrids can safely be trained to participate in their own veterinary procedures.

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

- Currently no community activities are scheduled due to COVID-19.

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

- Currently no events are scheduled due to COVID-19.

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

- Lead Senior Zookeeper, Nichole Lemcke's maternity leave started December 20<sup>th</sup>. While she is off, Zoo Manager Jocelyn Smeltzer and Zookeeper II, Helen Chu are covering her duties.
- Due to the resignation of a full-time permanent zookeeper (Nicole Villeneuve) a Zookeeper I recruitment opened January 29<sup>th</sup> and will close Friday February 19<sup>th</sup>.

#### **VIII. Statistical Data:**

- The Zoo is once again open to the public Friday, Saturday, and Sunday from 10 a.m. – 4 p.m. Visitors purchase tickets in advance online in reserved time slots. Tickets for each weekend go on sale the Monday prior at noon.
- November ticketbooth revenue and attendance: \$22,171 and 4,240 visitors.
- December ticketbooth revenue and attendance (only open three days): \$8,577 and 760 visitors.

# Director's Report



CITY OF  
**FOLSOM**  
PARKS & RECREATION  
DEPARTMENT

To: Parks & Recreation Commission

From: Lorraine Poggione, Director

Date: February 2, 2021

Subject: Director's Report for February 2021

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## **Recap of City Council Meetings:**

January 26, 2021 ~No Items~

- Resolution No. 10580 - A Resolution Approving an Appropriation in Fiscal Year 2020-21 to be used for a Replacement Facility Services Vehicle

February 9, 2021

- A Resolution Approving the Allocation of City Match Funding for Proposition 68 Per Capita Grant Program
- A Resolution Approving the Application for Grant Funds from the Caltrans Sustainable Transportation Planning Grant Funding Program for the Folsom Boulevard Trail Overcrossing Feasibility Study Project

State of the City Address was presented at Chamber event on Thursday, January 28

## Director's Items:

- City is updating website. Soft launch end of February. New look. Easy to navigate.
- Working on proposed budgets to reflect our best "guess" as to what will be allowed next fiscal year.
- Working closely with region Directors and Public Health to continue to navigate updates at the state and county level for parks and recreation programs and services.
- This year's CPRS Conference was planned to be held in San Diego the week of March 22, 2021. In October, the decision was made to transition to a virtual conference. Register at <https://www.cprs.org/education/conference>.
- In process of interviewing for Recreation Coordinator II to oversee pre-school, youth, camps, specialty programs and assist with events.