



CITY OF FOLSOM
DRAFT PARKS AND RECREATION COMMISSION
TUESDAY, MARCH 4, 2025
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: Sandy Econome, Matt Hedges, Jim Ortega, Dustin Silva, Alayna Wagner, Brian Wallace, Dean Williams
3. **PLEDGE OF ALLEGIANCE:**
4. **BUSINESS FROM THE FLOOR:**
5. **APPROVAL OF MINUTES:**
 - A. February 4, 2025, Meeting Minutes
6. **ACTION ITEMS/STAFF REPORTS:**
7. **SCHEDULED PRESENTATIONS:**
 - A. Folsom Plan Area Informational Report - Rebecca Neves, City Engineer
 - B. Community Sports and Tourism – Tom Hellman, Recreation & Culture Services Manager
 - C. Friends of the Folsom Parkway Partnership and updates on Adopt-A-Trail – Bruce Cline, President
 - D. Community Champion Award (Individual) – Brett Bolinger, Sr. Trails Planner/Chris O’Keefe, Parks Maintenance & Facilities Manager
 - E. Community Champion Award (Group) – Jocelyn Smeltzer, Zoo Sanctuary Manager
8. **COMMITTEE REPORTS:**
 - A. Budget/Finance (Ortega, Silva, and Wagner,)
 - B. Planning, Development & Renovations (Silva, Wagner, and Williams)
 - C. Operations (Econome, Williams, and Ortega)
 - D. Zoo Sanctuary Ad Hoc Committee (Econome, Hedges, and Wallace)



9. **INFORMATIONAL ITEMS:**

- A. Monthly Report – Kelly Gonzalez, Parks & Recreation Director
- B. Parks & Recreation Director Report – Kelly Gonzalez, Parks & Recreation Director

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 estrawn@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, FEBRUARY 4TH, 2025
REGULAR MEETING MINUTES**

1. **CALL TO ORDER:** The Parks and Recreation Meeting was Called to Order at 6:31 p.m.

2. **ROLL CALL:** Commission Members: Matt Hedges, Brian Wallace, Sandy Econome, Jim Ortega, Dustin Silva, Alayna Wagner, Dean Williams

Commission Members Absent: None

3. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited

4. **SCHEDULED PRESENTATIONS:**

A. Oath of Office Newly Appointed Commissioners

B. Wild Nights and Holiday Lights Recap

C. 2024 Year End Department Report (overview of item 9B)

Oath of Office was given to all Commissioners. Joceyln Smeltzer gave a recap on the outcome of Wild Nights and Holiday Lights and its success. Director Gonzales provided highlights from the 2024 Year End Department Report

5. **BUSINESS FROM THE FLOOR:** No Cards

6. **APPROVAL OF MINUTES:**

A. November 5, 2024, Meeting Minutes

Motion by Commissioner Wagner, second by Commissioner Hedges to approve February 4, 2025, Meeting Minutes.

AYES: Commission Members: Hedges, Wallace, Econome, Ortega, Silva, Wagner, Williams

NOES: Commission Members: None

ABSENT: Commission Members: None

ABSTAIN: Commission Members: None

7. **ACTION ITEMS/STAFF REPORTS:**

A. Selection of Chairperson and Vice Chairperson

B. Updates to 2025 Subcommittees

C. Assignment of Subcommittee

Motion by Commissioner Wagner to vote in Matt Hedges as the Chairperson and Brian Wallace as Co-Chair. Motion was seconded by Commissioner Williams.

AYES: Commission Members: Hedges, Wallace, Econome, Ortega, Silva, Wagner, Williams

NOES: Commission Members: None
ABSENT: Commission Members: None
ABSTAIN: Commission Members: None

*Director Gonzelez recommended changing the committees from **Sports & Recreation, Budget/Finance, Planning & Development, and P&R Renovation Plan to Budget & Finance, Planning, Development & Renovations, and Operations.***

*Also recommended to change Ad Hoc Committees from **Public/Private Partnerships, and Underutilized City-Owned Properties to Zoo Sanctuary.***

Commissioners Ortega, Silva, Wagner with Co-Chair Wallace as an “as needed member” were assigned to the Budget & Finance Committee.

Commissioners Silva, Wagner, Williams with Co-Chair Wallace as an “as needed member” were assigned to the Planning, Development & Renovations Committee.

Commissioners Econome, Williams, and Ortega were assigned to the Operations Committee.

Motion by Commissioner Williams, second by Commissioner Ortega to approve the Subcommittee appointments

AYES: Commission Members: Hedges, Wallace, Econome, Ortega, Silva, Wagner, Williams
NOES: Commission Members: None
ABSENT: Commission Members: None
ABSTAIN: Commission Members: None

Chair Hedges, Co-Chair Wallace, and Commissioner Econome were assigned to the Zoo Sanctuary Ad Hoc Committee.

Motion by Commissioner Ortega, second by Commissioner Econome to approve the Ad Hoc Committee appointments

AYES: Commission Members: Hedges, Wallace, Econome, Ortega, Silva, Wagner, Williams
NOES: Commission Members: None
ABSENT: Commission Members: None
ABSTAIN: Commission Members: None

8. **COMMITTEE REPORTS:** N/A

9. **INFORMATIONAL ITEMS:**

- A. Book of Fees Receive and File
- B. 2024 Year End Department Report
- C. January Monthly Department Report
- D. Director’s Report

Book of fees was presented by Jamison Larson, Sr. Management Analyst. Year End Report, January Monthly, and Director's Report were highlighted by Director Gonzalez.

10. **COMMISSIONER COMMENTS:**

Commissioner Econome stated she was excited to work with both the Commission and Parks & recreation staff.

Commissioner Ortega echoed Commissioner Econome's sentiments.

Co-Chair Wallace was happy that Hedges was taking on the position of Chair but it was a pleasure to serve as Chair for the time he did it and that he is looking forward to working with everyone.

Commissioner Silva is excited about this new challenge.

Commissioner Wagner Thanked both Wallace and Hedges for their role as Chair and was looking forward to new upcoming field/park renovations.

Commissioner Williams excited for the new opportunity and being involved in a new way to support youth sports.

11. **ADJOURNMENT:**

There being no further business before the Parks and Recreation Commission, the meeting was adjourned at 7:26 p.m.

RESPECTFULLY SUBMITTED:

Matt Hedges, Chairperson

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Parks & Recreation Commission SUBCOMMITTEE APPOINTMENTS 2025-updated on 2.05.25

BUDGET & FINANCE

Jim Ortega

Dustin Silva

Alayna Wagner

Brian Wallace*

Staff: Kelly Gonzalez, Jamison Larson, Tom Hellmann, Chris O’Keefe, Brad Nelson

PLANNING, DEVELOPMENT & RENOVATIONS

Dustin Silva

Alayna Wagner

Dean Williams

Brian Wallace*

Staff: Kelly Gonzalez, Brad Nelson, Chris O’Keefe, Jamison Larson

OPERATIONS

Sandy Econome

Dean Williams

Jim Ortega

Staff: Kelly Gonzalez, Chris O’Keefe, Jamison Larson, Tom Hellmann

AD HOC COMMITTEE

Zoo Sanctuary

Matt Hedges

Brian Wallace

Sandy Econome

Staff: Kelly Gonzalez, Jocelyn Smeltzer, and Jamison Larson

FOLSOM PARKS & RECREATION

Department Report

FEBRUARY 2025



CITY OF
FOLSOM
PARKS & RECREATION

PARTICIPATION

Participation in classes, camps, activities, and parties

Aquatics	7,180
Community and Cultural Services	3,909
Sports	7,102
Zoo Sanctuary	60
TOTAL	18,251

Guest Entry at Recreation Facilities

Aquatics	391
Zoo Sanctuary (General)	6,062
Zoo Sanctuary (Tours)	241
TOTAL	6,694

Special Events—Estimated Attendance

Owl Be Your Valentine	1,267
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PARTICIPATION GRAND TOTAL 26,212

COMMUNICATIONS

Marketing/PR

E-News Articles	9
Miscellaneous Print/Digital Media	25

Social Media @FolsomParksandRec

Facebook Followers	10,228
Instagram Followers	6,662

Engagement: 1,100 | Reach: 12,100

Top Monthly Post: "Owl Be Your Valentine" highlight video

Social Media @FolsomCityZooSanctuary

Facebook Followers	18,839
Instagram Followers	7,531

Engagement: 4,200 | Reach: 30,000

Top Monthly Post: Outdoor Venue Promotion

Social Media @SteveMiklosAquaticCenter

Facebook Followers	5,801
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Engagement: 495 | Reach: 1,600

PARTNERSHIPS



Organizations that helped support a community special event, enrichment program, or Parks & Recreation facility.

New Partnerships (In the Last 90 days)	10
Partnership Value (Financial and In-Kind)	\$6,350
Friends of the Zoo (Financial and In-Kind)	\$465

RENTALS



Aquatic Center Lane Hours	1,448
City Sports Field Hours	531
Community Facilities	73
Vista HS Lane Hours	250

PUBLIC SAFETY & FIRE PREVENTION



Acres of Ladder Fuel Mitigation	9
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CUSTOMER SERVICE



Park Maintenance and Municipal Landscape Services

SeeClickFix Work Orders Completed	109
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The Folsom Teen Council serves up a meal for seniors at their Annual Pancake Breakfast

VOLUNTEER HOURS



Adopt-A-Trail	99
Friends of the Zoo	64
Sports/Coaching	524
Teen Council	255
Zoo Docents	744
Zoo General/Misc	128

VOLUNTEER HOURS GRAND TOTAL 1,814

PARK PLANNING



Benevento Park

Pre-Planning	Design & Engineering	Construction	OPEN!
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Kids Play Park Renovation

Pre-Planning	Design & Engineering	Construction	OPEN!
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Livermore Park Phase 5A

Pre-Planning	Design & Engineering	Construction	OPEN!
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TRAIL PLANNING



Number of visitors on the Johnny Cash Trail	10,487
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Folsom Boulevard Bike/Ped Overcrossing Feasibility Study

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

Planning	Funding	Design & Engineering	Construction	OPEN!
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Mangini Ranch Trails

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.



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 completed onboard training with the OpenGov budgeting software. This is the new software program that will be utilized citywide for the annual budget process.
- Department wide revenue is exceeding initial fiscal year budget projections.

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.

- Steve Miklos Aquatic Center received first of four annual safety audits on Saturday February 22, 2025.

Audit notes from Ellis staff below:

Lifeguards and Supervisors were observed to MEET CARMP standards. Lifeguards were found to exhibit consistent scanning patterns with downward head and eye movement. Lifeguards were Vigilant, Professional and Rescue Ready. Supervisors were visible and observed to be proactively managing their areas of responsibilities. VAT Simulation drills met standards. Simulated Emergencies were observed to EXCEED CARMP standards. Patient care objectives were met and team members displayed confidence and competence in their EAP roles. The facility is well maintained, and Supervisors were visible and professional throughout the audit. Administrative documentation was well organized and available for review.

*CARMP = Comprehensive Aquatic Risk Management Program



- 8.89 acres of ladder fuel were completed in the month of February. The contractor made staff aware that they underbid the job and could not complete the remainder of the work. To date 60% of the total project has been completed. Staff will be requesting a budget increase and extension for the FEMA/CalOES grant to finish the project. Staff will request permission from the City Council on March 11, 2025, to file an extension and increase request.
- The new building access system is close to completion at City Hall.
- Staff completed preparations for 11 baseball & softball fields for play.
- Staff repaired the damaged dumpster enclosure at upper Livermore Park.

Goal C: Economic and Community Development

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

- At the beginning of the 24/25 school year, the Folsom Teen Council set a volunteer hours goal of surpassing the 23/24 school years which was 1610 hours. Following the Senior Pancake Breakfast in February, they have passed this goal and have set a new one of reaching 2000+ hours before the end of the school year.
- On Wednesday, February 12th, the California Parks Recreation Society District 2 Board, which includes 3 members from the Folsom Parks & Recreation Department (Frankie Nelson – Director of Public Relations, Penelope Crouse-Feehan – Recreation Section Rep., Allison Isham – Student Section Rep.), attended a meet and greet info session with the students from Chico State's Department of Recreation, Hospitality, & Parks Management. This was a great opportunity to connect with future leaders in our industry, make new connections, and advance our profession.
- The 39th Annual Folsom Quilt Show was hosted at the Folsom Community Center from January 31st through February 2nd. The show is one of the largest in the region with over 5,000 in attendance each year.
- The Heartfelt Finds Valentine's Market occurred at the Folsom Community Center on February 9th with over 100 craft vendors and live music.



- On February 28th, Ducks Unlimited will host its 11th Annual Chapter Dinner and Fundraiser at the Folsom Community Center. This event has always been a success, and this year is no different as it is already sold out.
- The Senior Center hosted ten different educational workshops with 116 attendees and had overall 531 Senior Center visits combined as the seniors enjoyed a variety of activities.
- We successfully launched our first-ever **School Break Escapes** for ages 6-10. Demand was high, so we added more spots to accommodate waitlisted families. The program was a hit—kids had a blast, and staff loved reconnecting with familiar faces from summer camp!
- Folsom was host to two youth soccer tournaments utilizing fields at Econome Family Park, Livemore Park and Kemp Community Park. These tournaments attracted teams from around the Sacramento region which provided an economic impact to the Folsom community.
- RPM Living was the zoo sanctuary's first corporate volunteer work party of 2025. Their 17 staff worked diligently to beautify the zoo sanctuary by removing leaves and debris from pathways and filling in holes caused by run off from the recent rain.
- The zoo sanctuary held the annual Owl Be Your Valentine event on February 8 and 9 which helped raise funds and awareness for the zoo sanctuary's docent volunteer program. Over 1,200 attended the two-day event. Guests made valentines for their favorite animals which they hung around the facility.

Goal D: Organization Effectiveness

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

- The Recreation & Community Services Division transitioned Jennifer Burke, Administrative Assistance into the division this month as she will support the operations of Aquatics and Zoo and report directly to Chad Gunter, Recreation Supervisor. The division and staff look forward to working more closely with Jennifer and developing stronger programs and services.



- Steve Miklos Aquatic Center will be hosting Regional Jeff Ellis and Associates Lifeguard Instructor training March 7 – 9th. 40 Instructors from Northern California and Nevada will be participating.
- Staff met with lessees of city facilities to discuss facility needs in an effort to be good partners.
- The first draft of the summer activity guide has been reviewed by staff and needs changes noted.
- This year we are celebrating our 25 years of friendship with our sister city, Pieve Del Grapa, Italy. We will be adding special activities and programs to celebrate this partnership, including fencing camps, cooking classes, and a bocce ball league.
- The new zoo sanctuary docent training class started on February 10. This class is taught by docent volunteers who train these new educators to provide revenue generating programs including school tours, zoo camps and events. Docents volunteer over 10,000 hours per year and generate over \$60,000 in revenue yearly.
- All available trail segments but two have been adopted thru the Adopt-A-Trail program. Staff is looking to add new trail segments to add to the program.
- Staff continue to work on a Lease Agreement with the Folsom Historic District Association for the operations and maintenance of the Zittel Family Amphitheater and Historic Turntable Plaza.
- The department staff attended the California Parks and Recreation Society District 2 Awards and Installation banquet on February 26, 2025, at the Rocklin Event Center. Tom Hellmann, Recreation and Community Services Manager and CPRS Past President installed the incoming District 2 President at the event. Frankie Nelson and Penelope Crouse-Feehan, Recreation Coordinator II with the department were installed as District 2 Board members and will serve for 2-years.



A few highlights from the month of February

February City Council Meetings

February 25

- Resolution No. 11330 - A Resolution Directing the Preparation of Engineer's Report for the following Landscaping and Lighting Districts for Fiscal Year 2025-2026 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 East No. 2, Willow Creek Estates South, and Willow Springs

Upcoming City Council Meetings

March 11

- A Resolution Authorizing Staff to Submit Grant Extension and Budget Increase Request to the Federal Emergency Management Agency's Hazard Mitigation Grant Program and California Office of Emergency Services for the City of Folsom Defensible Space and Vegetation Management Plan
- Presentation - Community Sports and Tourism
- Presentation - Folsom Ranch Sports Complex
- City Manager's Fiscal Year 2024-2025 Second Quarter Financial Report

March 25

- Public Hearing for the Natoma Station Assessment District 2025-1

Parks & Recreation Staffing

In the next week we will begin the recruitment process for the Municipal Landscape Manager and a Senior Maintenance Specialist. We would like to congratulate Joseph Hernandez on his recent promotion to a Senior Maintenance Specialist.



Department Highlights and Summary

Staff attended the Folsom Chamber of Commerce luncheon. The guest speaker was Pam Dawson, Community Development Director from the City of Folsom. She reviewed highlights of future projects shaping our City including the River District Vision Plan and Central Business District Vision Plan.

Staff had the opportunity to meet with our incoming parks and recreation commissioners for introductions and orientation. We reviewed highlights of the commission manual and gave an overview of the roles and responsibilities as an advisory committee.

The City Manager, Department Heads, and the City Council participated in a workshop on February 28th at 8:30am. Staff presented information on budget and finance standards, land use planning, economic development and the co-alignment theory.

Staff met with the incoming City Manager on the proposed fee increases. He requested that our department postpone the public hearing for any fee increases until he has more time in his new position. Dan Haverty, Interim City Manager's last day in the office is March 7, 2025. Bryan Whitemyer will begin as the incoming City Manager the following Monday, March 10, 2025.

Representatives from the Folsom Ranch Sport Complex will be scheduling meetings with key Executive Staff to discuss recommendations and any questions on a proposed public private partnership and potential financing options.

Future Potential Agenda Topics

- Budget Committee Workshop FY2025/2026
- Capital Improvement Plan FY2025/2026
- Parks and Recreation Master Plan
- Staffing levels at the Skate Park/Bike Park
- Folsom Teen Council
- Friends of the Zoo
- Folsom Pickleball Club

Upcoming Special Events – Save the Date

February 10 - March 17: Folsom Zoo Sanctuary Docent Training
March 18-20: California Parks and Recreation Conference in Sacramento
March 19, 21 and 23rd: Ellis Lifeguard Training
April 4: Opening reception for Yen-Ching Chang exhibit at Gallery at 48 Natoma
April 9: Festival of Eggs at Lembi Park