Agenda

City Council Regular Meeting

Folsom City Hall | City Council Chambers, First Floor

50 Natoma Street, Folsom, CA 95630
October 14, 2025, 6:30 PM

Welcome to Your City Council Meeting

We welcome your interest and involvement in the city's legislative process. This agenda includes information about topics coming before the City Council and the action recommended by city staff. You can read about each topic in the staff reports, which are available on the city website and in the Office of the City Clerk. The City Clerk is also available to answer any questions you have about City Council meeting procedures.

Participation

If you would like to provide comments to the City Council, please:

- Fill out a blue speaker request form, located at the back table.
- Submit the form to the City Clerk before the item begins.
- When it's your turn, the City Clerk will call your name and invite you to the podium.
- Speakers generally have three minutes, unless the presiding officer (usually the mayor) changes that time.

Reasonable Accommodations

In compliance with the Americans with Disabilities Act, if you are a person with a disability and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (916) 461-6035, (916) 355-7328 (fax) or CityClerkDept@folsom.ca.us. Requests must be made as early as possible and at least two full business days before the start of the meeting.

How to Watch

The City of Folsom provides three ways to watch a City Council meeting:

In Person	Online	On TV
City Council meetings take place at City Hall, 50 Natoma Street	Watch the livestream and replay past meetings on the city website, www.folsom.ca.us	Watch live and replays of meetings on Sac Metro Cable TV, Channel 14

More information about City Council meetings is available at the end of this agenda

City Council Regular Meeting
Folsom City Hall | City Council Chambers, First Floor
50 Natoma Street, Folsom, CA 95630
www.folsom.ca.us

Tuesday, October 14, 2025 6:30 PM

Sarah Aquino, Mayor

Mike Kozlowski, Councilmember
Justin Raithel, Vice Mayor
Barbara Leary, Councilmember
Anna Rohrbough, Councilmember

AGENDA

CALL TO ORDER

ROLL CALL:

Councilmembers: Leary, Raithel, Rohrbough, Kozlowski, Aquino

The City Council has adopted a policy that no new item will begin after 10:30 p.m. Therefore, if you are here for an item that has not been heard by 10:30 p.m., you may leave, as the item will be continued to a future Council meeting.

PLEDGE OF ALLEGIANCE

AGENDA UPDATE

BUSINESS FROM THE FLOOR:

Members of the public are entitled to address the City Council concerning any item within the Folsom City Council's subject matter jurisdiction. Public comments are generally limited to no more than three minutes. Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda.

SCHEDULED PRESENTATIONS:

1. City of Folsom Resolution of Commendation Honoring Folsom Lake Surf Soccer Club ECNL RL 2011 Boys Regional League National Champions

2. Presentation of the 12th Annual Folsom Community Service Day Results

CONSENT CALENDAR:

Items appearing on the Consent Calendar are considered routine and may be approved by one motion. Councilmembers may pull an item for discussion.

3. Approval of the September 23, 2025 City Council Special and Regular Meeting Minutes

4. Resolution No. 11470 – A Resolution Authorizing the City Manager to Execute Amendment No. 2 to the Agreement (Contract No. 173-21 24-006) with HydroScience Engineers, Inc. for $37,762 from the Water Operating Fund (Fund 520) for Additional Design and Engineering Services During Construction for the Tower Tank Rehabilitation Project (Project WA2402) and Appropriation of Funds

5. Resolution No. 11472- A Resolution Authorizing the City Manager to Execute a Construction Agreement with Imperial Construction & Engineering, Inc. in the amount of $233,000 Using Green Means Go Grant Funds in the Drainage Capital Improvement Fund (Fund 448) for the Bidwell Street Storm Drain Replacement Project, Project No. 2499

PUBLIC HEARING:

6. Ordinance No. 1353 - An Ordinance of the City of Folsom Amending Chapter 17.52 of the Folsom Municipal Code for the Historic District Relating to Design Review, Sign Permits, Demolitions, and Accessory Buildings (Introduction and First Reading) and Determination that the Project is Exempt from CEQA

NEW BUSINESS:

7. Water System Flow Control Facilities Rehabilitation Project (WA2302)

   i. Resolution No. 11465 - A Resolution Authorizing the City Manager to Execute an Agreement with Abide Builders for $1,463,825 from the Water Operating Fund (Fund 520) for Construction of the Water System Flow Control Facilities Rehabilitation Project (WA2302)

   ii. Resolution No. 11466 - A Resolution Authorizing the City Manager to Execute an Agreement with Inferrera Construction Management Group, Inc. for $409,268 from the Water Operating Fund (Fund 520) for Construction Management and Inspection Services for the Water System Flow Control Facilities Rehabilitation Project (WA2302) and Appropriation of Funds

8. Resolution No. 11467- A Resolution Approving Reimbursement of General Fund Subsidy Toward Affordable Housing by Transferring $615,000 from the Folsom Housing Fund (Fund 238) to the Capital Facilities Fund (Fund 602) Relating to the Discounted Sale of 300 Persifer Street Property to Habitat for Humanity of Greater Sacramento and Appropriation of Funds

9. Resolution No. 11471- A Resolution Authorizing the City Manager to Execute an Agreement with California Wood Recycling, Inc., DBA Agromin, for an Estimated $45 Million for up to 15 years from the Solid Waste Operating Fund (Fund 540) for Long-Term Organic Waste Diversion Services

10. Request to Make Improvements to the Recently Purchased Building Located at 1 Natoma Street so that Folsom Police Department Staff and Environmental & Water Resources Department Staff Are Able to Occupy the Building

i. Resolution No. 11473– A Resolution Authorizing the City Manager to Execute an Agreement with SKI AIR for $130,680 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace the HVAC System

ii. Resolution No. 11474– A Resolution Authorizing the City Manager to Execute an Agreement with Garland Roofing for $10,450 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Maintenance and Repair to the Existing Roof

iii. Resolution No. 11475– A Resolution Authorizing the City Manager to Execute an Agreement with Flooring Buyer for $44,569.53 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace Carpet

iv. Resolution No. 11476– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for $44,880 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Paint the Interior

v. Resolution No. 11477– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for $93,720 from the Water Operating Fund (Fund 520) and the Sewer Operating Fund (Fund 530) for Construction of Walls and Doors and Appropriation of Funds

vi. Resolution No. 11478– Resolution No.11478– A Resolution Authorizing the City Manager to Execute an Agreement with Jamesville Office Furniture for $57,803.64 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Install and Furnish the Building with New and Existing Furniture

vii. Resolution No. 11479– A Resolution Authorizing the City Manager to Utilize $33,000 from the Water Operating Fund (Fund 520), the Sewer Operating Fund (Fund 530), the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Various IT Infrastructure Needs and Appropriation of Funds

11. Resolution No. 11480 – A Resolution Authorizing the City Manager to Execute an Agreement with Mid-Valley IT to provide IT Management Services at a Monthly Cost of $33,900 for a Six Month Period

OLD BUSINESS:

12. Resolution No. 11468 – A Resolution Authorizing the City Manager to Terminate the Agreement with Western Truck Parts and Equipment Company, LLC (Contract No. 046-21 23-002) for $1,112,661.18 from the Solid Waste Operating Fund (Fund 540) for the Purchase of Two Electric Refuse Collection Vehicles

13. Resolution No. 11469 – A Resolution Rescinding Resolution No.11389 and Authorizing the City Manager to Execute an Agreement for Design Consulting and Community-Build Construction Assistance Services with Leathers & Associates for the Kid's Play Park- Play Structure Replacement Project (Project PK2501) for $111, 569 in the Parks and Recreation Equipment/Capital Fund (Fund 609)

14. Resolution No. 11482 - A Resolution Approving Phase Two General Fund Cost Saving Measures for Fiscal Year 2025-26 and Beyond

CITY MANAGER REPORTS

COUNCIL COMMENTS

ADJOURNMENT

NOTICE: Members of the public are entitled to directly address the City Council concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address Council on an issue, which is on this agenda, please complete a blue 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 Mayor and then proceed to the podium. If you wish to address the City Council on any other item of interest to the public, when the Mayor asks if there is any "Business from the Floor," follow the same procedure described above. Please limit your comments to three minutes or less.

NOTICE REGARDING CHALLENGES TO DECISIONS: Pursuant to all applicable laws and regulations, including without limitation, California Government Code Section 65009 and or California Public Resources Code Section 21177, if you wish to challenge in court any of the above decisions (regarding planning, zoning and/or environmental decisions), you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice/agenda, or in written correspondence delivered to the City at, or prior to, the public hearing.

As presiding officer, the Mayor has the authority to preserve order at all City Council 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 Council, and to enforce the rules of the Council.

PERSONS INTERESTED IN PROPOSING AN ITEM FOR THE CITY COUNCIL AGENDA SHOULD CONTACT A MEMBER OF THE CITY COUNCIL.

This meeting of the City Council is recorded with closed captioning. The recording will be cablecast on Metro Cable Channel 14, the local government affairs channel on the Comcast and DirecTV U-Verse cable system, and will be shown in its entirety on the Friday and Saturday following the meeting, both at 9 a.m. The recording will also be video streamed at metro14live.saccounty.gov.The City does not control scheduling of this telecast and persons interested in watching the televised meeting should confirm this schedule with Metro Cable TV, Channel 14. The City of Folsom provides live and archived webcasts of regular City Council meetings. The webcasts can be found on the online services page of the City's website www.folsom.ca.us.

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Any documents produced by the City and distributed to the City Council regarding any item on this agenda will be made available at the City Clerk's Counter at City Hall located at 50 Natoma Street, Folsom, California and at the Folsom Public Library located at 411 Stafford Street, Folsom, California during normal business hours.

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CITY OF
FOLSOM
DISTINCTIVE BY NATURE

City of Folsom

Resolution of Commendation

Honoring

Folsom Lake Surf Soccer Club ECNL RL 2011 Boys Regional League National Champions

WHEREAS, the Folsom Lake Surf Soccer Elite Club's National League (ECNL) 2011 Boys team contributed to Folsom's vibrant youth sports community, representing the city with exceptional teamwork, sportsmanship, and dedication to the game of soccer; and

WHEREAS, the team is comprised of 16 boys who have trained all year with Head Coach and Executive Director, Fritz Libby, who provided preparation, training, and leadership with encouragement all season; and

WHEREAS, the players - Tate McAninch, Ethan Shoemaker, Arsam Nassimi, Aatif Tariq, Rafael Hollanda, Christian Pusey, Henry Pengel, Brady Murphy, Roman Guzman, Lucas Thompson, Steven Ball, Davis Gilbert, Ryan Lear, Cole Thornton, Drake Dalton, Davandeep Takhar - came together all year to prepare for play at the highest-level demonstrating teamwork, positive attitudes, excellent work ethic, and enthusiasm for the game and opportunities to perform at the national level; and

WHEREAS, the team won their NorCal ECNL Regional League, became NorCal Premier State Cup Champions, and became champions in the ECNL Regional League West Regional Playoffs, which set the stage for their dominant National Championship performance; and

WHEREAS, the team traveled to Richmond, Virginia, in July to attend the ECNL Regional League Finals, playing against three teams from across the country, dominating the games, scoring a combined 11 goals to their opponents' 2 goals; and

WHEREAS, the players, coaches, and families of the Folsom Lake Surf Soccer Club ECNL 2011 Boys team proudly represented the City of Folsom on and off the field.

NOW, THEREFORE, I, Sarah Aquino, Mayor of the City of Folsom, on behalf of the Folsom City Council and the Folsom community, do hereby congratulate the players, coaches, and families of the Folsom Lake Surf Soccer Club ECNL 2011 Boys team and extend our excitement for this national championship and wish them continued success.

COMMENDED this 14th day of October 2025.

_____

Sarah Aquino, MAYOR

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CITY OF
FOLSOM
DISTINCTIVE BY NATURE

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	Scheduled Presentations
SUBJECT:	Presentation of the 12th Annual Folsom Community Service Day Results
FROM:	Parks and Recreation Department

BACKGROUND / ISSUE

The Community Service Day Steering Committee will provide a summary of Folsom's largest day of volunteerism and the impact it made in the community during the 12th Annual Folsom Community Service Day, that was held on Saturday, September 20.

The presentation will be delivered by Tom Hellmann, Recreation & Community Services Manager and Sandy Econome, Chair of the Folsom Community Service Day Steering Committee and Parks & Recreation Commissioner.

RECOMMENDATION / CITY COUNCIL ACTION

No action is requested of the City Council at this time.

Submitted,

Kelly Gonzalez, Parks & Recreation Director

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CITY OF
FOLSOM
DISTINCTIVE BY NATURE

City Council Special Meeting

MINUTES

Tuesday, September 23, 2025 5:00 PM

CALL TO ORDER

The special City Council meeting was called to order at 5:00 pm with Mayor Aquino presiding.

ROLL CALL:

Councilmembers Present:	Barbara Leary, Councilmember Justin Raithel, Vice Mayor Anna Rohrbough, Councilmember Sarah Aquino, Mayor
Councilmembers Absent:	Michael Kozlowski, Councilmember (*arrived at 5:26 pm*)

ADJOURNMENT TO CLOSED SESSION FOR THE FOLLOWING PURPOSES:

1. Conference with Legal Counsel - Existing Litigation - Pursuant to Government Code Section 54956.9(d)(1): Pavel Poliakov, et.al. v. Swathi Patil, City of Folsom, Sarah Aquino, and Pam Johns; Sacramento County Superior Court Case No. 25WM000125

2. Conference with Legal Counsel - Existing Litigation - Pursuant to Government Code Section 54956.9(d)(1): Phyllis Ann Simpson v. Peart Enterprise, City of Folsom, County of Sacramento, Folsom State Prison, California Department of Corrections and Rehabilitation, City of Sacramento, State of California; Sacramento County Superior Court Case No. 25CV021505

3. Conference with Labor Negotiator- Pursuant to Government Code section 54957.6. Agency Negotiator: Vance Piggott. Employee Organization: Various Bargaining Groups

Motion by Mayor Aquino, second by Vice Mayor Raithel to adjourn to closed session. Motion passed by the following roll-call vote:

AYES: Leary, Raithel, Rohrbough, Aquino
NOES: None
ABSENT: Kozlowski
ABSTAIN: None

RECONVENE

City Attorney Steven Wang announced that no final action was taken during closed session.

ADJOURNMENT

There being no further business to come before the City Council, the meeting was adjourned at 6:33 pm.

SUBMITTED BY:

_____
Jennifer Jimenez, Deputy City Clerk

ATTEST:

_____
Sarah Aquino, Mayor

City Council Regular Meeting

MINUTES

Tuesday, September 23, 2025 6:30 PM

CALL TO ORDER

The regular City Council meeting was called to order at 6:33 pm with Mayor Aquino presiding.

ROLL CALL:

Councilmembers Present:	Michael Kozlowski, Councilmember Barbara Leary, Councilmember Justin Raithel, Vice Mayor Anna Rohrbough, Councilmember Sarah Aquino, Mayor
Councilmembers Absent:	None

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

AGENDA UPDATE

City Attorney Steven Wang advised that there was additional information for Item No. 5.

BUSINESS FROM THE FLOOR:

The following speakers spoke under this item:

1. Teresa Garcia
2. Molly Slovak
3. Brett Hoffstadt

SCHEDULED PRESENTATIONS:

1. Resolution of Commendation Honoring Fire Chief Ken Cusano for his Outstanding Service to the City of Folsom

Mayor Aquino presented the Resolution of Commendation.

2. Proclamation of the Mayor of the City of Folsom Celebrating the 25th Anniversary of the Sister City Relationship with Pieve del Grappa, Italy

Mayor Aquino presented the Proclamation.

CONSENT CALENDAR:

Items appearing on the Consent Calendar are considered routine and may be approved by one motion. Councilmembers may pull an item for discussion.

3. Approval of the September 9, 2025 Special and Regular Meeting Minutes

Motion by Councilmember Leary, second by Councilmember Kozlowski to approve the Consent Calendar. Motion passed by the following roll-call vote:

AYES: Kozlowski, Leary, Raithel, Rohrbough, Aquino
NOES: None
ABSENT: None
ABSTAIN: None

PUBLIC HEARING:

4. Veranda at Folsom Heights Project – East Side of Empire Ranch Road, North and South of Summit Street, in the Folsom Plan Area (MSTR25-00025)

   a. Resolution No. 11461 – A Resolution of the City Council Determining that the Veranda at Folsom Heights Project is Exempt from CEQA and Approving a Small-Lot Vesting Tentative Subdivision Map, Planned Development Permit, and Design Review

Community Development Principal Planner Jessica Brandt made a presentation and responded to questions from the City Council. Elliot Homes Vice President Price Walker provided additional information.

The public hearing was opened at 7:04 pm.

The following speaker spoke under this item:

1. Alayna Wagner

Motion by Vice Mayor Raithel, second by Councilmember Kozlowski to approve Resolution No. 11461. Motion passed by the following roll-call vote:

AYES: Kozlowski, Leary, Raithel, Rohrbough, Aquino
NOES: None
ABSENT: None
ABSTAIN: None

The public hearing was closed at 7:06 pm.

NEW BUSINESS:

5. Resolution No. 11463- A Resolution Approving General Fund Cost Saving Measures for Fiscal Year 2025-26 and Beyond

City Manager Bryan Whitemyer made a presentation and responded to questions from the City Council. Fire Chief Ken Cusano spoke about the fire apparatus plan and Community Development Director Pam Johns talked about the existing and proposed reorganization for the Community Development, Parks and Recreation, Public Works and Environmental and Water Resources Departments. Fire Department Chief Ken Cusano also provided additional information and responded to questions from the City Council.

The following speakers spoke under this item:

1. Alayna Wagner
2. Jessica Witthar
3. Bruce Cline
4. Kate Cassera
5. Kinga Major
6. Rob Allen
7. Sherrie Richter
8. Peggy Plett
9. Rochelle Barcellona
10. Antonette Clark
11. Loretta Hettinger
12. Colleen Shannon

A motion was made by Councilmember Kozlowski, second by Vice Mayor Raithel to approve Resolution No. 11463.

Councilmembers made comments prior to the roll-call vote.

Motion passed by the following roll-call vote:

AYES: Kozlowski, Leary, Raithel, Rohrbough Aquino
NOES: None
ABSENT: None
ABSTAIN: None

CITY MANAGER REPORTS

City Manager Bryan Whitemyer provided an update on the Natoma Station Lighting and Landscape District's Proposition 218 process timeline extension to early 2026 to provide a more detailed financial analysis. Additionally, he added that the community outreach efforts will accompany this process to ensure residents remain informed.

He also reported that Folsom Water Vision's draft report is open for public comment through October 10 and the upcoming Vista del Lago and Folsom High School homecoming parade road closures.

COUNCIL COMMENTS

Councilmember Kozlowski reported that nearly 2,000 volunteers participated in Community Service Day and expressed appreciation to the organizing committee. Significant ladder fuel was cleared at the Hinkle Creek Nature Center, highlighting the need for continued fire safety efforts. He added that the weekly fuel reduction led by Friends of the Folsom Parkway continues each Thursday until further notice.

Vice Mayor Raithel provided an update from the Sacramento Sewer District meeting. He spoke about the successful Sister City celebrations hosted by the Folsom Historic District Association, the Murer House and the Palladio. He also highlighted the success of Community Service Day and expressed enthusiasm for planning for the 2026 event.

Councilmember Rohrbough spoke about Community Service Day, including the landscaping work at Granite school and the cleanup efforts at Castle Park. She provided a Castle Park design update from recent meetings, along with insights from Castle Park that will guide the development of future parks with ongoing community input.

Councilmember Leary spoke about the strong turnout for Community Service Day, with volunteers completing significant work in Natoma Station, including clearing brush, trash and repainting fencing. She also expressed the councilmembers' need for a more effective communication system with residents.

Mayor Aquino thanked Deputy City Clerk Jennifer Jimenez for serving as the Clerk at the meeting tonight.

ADJOURNMENT

There being no further business to come before the City Council, the meeting was adjourned at 9:22 p.m.

SUBMITTED BY:

_____
Jennifer Jimenez, Deputy City Clerk

ATTEST:

_____
Sarah Aquino, Mayor

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 11470 – A Resolution Authorizing the City Manager to Execute Amendment No. 2 to the Agreement (Contract No. 173-21 24-006) with HydroScience Engineers, Inc. for $37,762 from the Water Operating Fund (Fund 520) for Additional Design and Engineering Services During Construction for the Tower Tank Rehabilitation Project (Project WA2402) and Appropriation of Funds
FROM:	Environmental and Water Resources Department

RECOMMENDATION / CITY COUNCIL ACTION

The Environmental and Water Resources Department recommends the City Council pass and adopt Resolution No. 11470 – A Resolution Authorizing the City Manager to Execute Amendment No. 2 to the Agreement (Contract No. 173-21 24-006) with HydroScience Engineers, Inc. for $37,762 from the Water Operating Fund (Fund 520) for Additional Design and Engineering Services During Construction for the Tower Tank Rehabilitation Project (Project WA2402) and Appropriation of Funds.

BACKGROUND / ISSUE

The Environmental and Water Resources (EWR) Department identifies water infrastructure rehabilitation and replacement projects through water master plans, ongoing water condition assessment programs, and regulatory changes. Through these efforts, portions of the water system have been identified as needing rehabilitation or replacement in order to improve the water distribution system's reliability. Through these efforts, EWR staff identified the Tower Tank Rehabilitation Project as a priority project.

The Tower Tank Rehabilitation Project involves various improvements and repairs to five of the City's water tanks due to aging infrastructure. The water tanks associated with this rehabilitation project include Tower Tank, Foothills Tanks No. 1 and No. 2, South Tank, and East Tank No. 2 and the work includes:

- Interior tank recoating.
- Structural repairs.
- Blower and mixer installation.
- Ladder upgrades for climbing the outside of the tank.
- Cathodic protection system upgrades.
- Electrical upgrades.
- Interior and exterior overall upgrades.
- Exterior spot recoating.

During construction, site constraints as well as utility and property owner constraints were encountered that impacted bringing permanent power to the Tower Tank site that required HydroScience Engineers, Inc. to explore various electrical alignment alternatives. The preferred electrical alignment to route power from Randall Drive through the access road to Tower Tank required additional design effort and coordination with SMUD.

Additional effort by HydroScience Engineers, Inc. associated with construction administration services related to submittal review, responding to Requests for Information (RFI's), additional project management, and progress meeting attendance has also been identified as part of Amendment No. 2.

This resolution will authorize the City Manager to execute Amendment No. 2 to the Agreement (Contract No. 173-21 24-006) with HydroScience Engineers, Inc. for additional design and engineering services during construction for the Tower Tank Rehabilitation Project for a not-to-exceed amount of $37,762 and appropriation of funds.

POLICY / RULE

In accordance with Chapter 2.36 of the Folsom Municipal Code, supplies, equipment, services, and construction with a value of $75,049 or greater shall be awarded by City Council.

ANALYSIS

Additional engineering services recommended to be provided by HydroScience Engineers, Inc. as part of the Tower Tank Rehabilitation Project include the following:

- Design modifications to the SMUD electrical service through the access road at Tower Tank.
- Revised tank flushing connections at Tower Tank and Foothills Tanks No. 1 and No. 2.
- Review of additional submittals and resubmittals.
- Review of additional Requests for Information (RFIs).
- Additional project management
- Attending additional progress meetings

The total cost for these additional services is $57,812. However, approximately $20,050 from the original HydroScience Engineers, Inc. design tasks, associated with topographic survey and

cathodic protection, was identified as not being needed and can be reallocated to cover a portion of these additional services. The revised not-to-exceed amount for additional services provided by HydroScience Engineers, Inc. associated with Amendment No. 2 is $37,762.

This resolution will authorize the City Manager to execute Amendment No. 2 to the Agreement (Contract No. 173-21 24-006) with HydroScience Engineers, Inc. for additional design and engineering services during construction for the Tower Tank Rehabilitation Project for a not-to-exceed amount of $37,762 and appropriation of funds.

FINANCIAL IMPACT

The City Council approved Resolution No. 11167 at the February 13, 2024, City Council meeting authorizing the City Manager to execute an agreement with HydroScience Engineers, Inc. for design and engineering services during construction for the Tower Tank Rehabilitation Project (Project WA2402) for a total amount not to exceed $398,950. The City Council also approved Resolution No. 11242 at the August 27, 2024, City Council meeting authorizing the City Manager to execute Amendment No. 1 to the Agreement (Contract No. 173-21 24-006) with HydroScience Engineering, Inc. for additional design and engineering services during construction for this project for $70,844 for a new contract total amount not-to-exceed $469,794.

Budgeted project costs to date, totaling $6,535,895 include design, advertisement, Community Development Department Building Permit fees, construction administration services, construction management and inspection services, and construction and construction contingency. The Tower Tank Rehabilitation Project (WA2402) is included in the FY 2025-26 Capital Improvement Plan with a total project budget of $6,535,895. The Environmental and Water Resources Department recommends approving Amendment No. 2 to the agreement with HydroScience Engineers, Inc. for $37,762 for the Tower Tank Rehabilitation Project (WA2402) for a new contract total amount not-to-exceed $507,556. An appropriation is therefore needed for additional engineering services during construction, and staff is requesting an appropriation of $37,762 in the Water Operating Fund (Fund 520) for an updated total project budget of $6,573,657. Sufficient funds are available in the Water Operating Fund (Fund 520) for the appropriation.

ENVIRONMENTAL REVIEW

This project is replacement and/or improvement of existing infrastructure with negligible or no expansion of use and therefore is categorically exempt from environmental review under the California Environmental Quality Act as noted in Title 14 – California Code of Regulations, Chapter 3 – Guidelines for Implementation of the California Environmental Quality Act, Article 19 – Categorical Exemptions, Sections 15301 (Existing Facilities) and 15302 (Replacement or Reconstruction).

ATTACHMENTS

1. Resolution No. 11470 – A Resolution Authorizing the City Manager to Execute Amendment No. 2 to the Agreement (Contract No. 173-21 24-006) with HydroScience Engineers, Inc. for $37,762 from the Water Operating Fund (Fund 520) for Additional

Design and Engineering Services During Construction for the Tower Tank Rehabilitation Project (Project WA2402) and Appropriation of Funds

2. Tower Tank Rehabilitation Project – Project Map

Submitted,

_____

Marcus Yasutake, Director
ENVIRONMENTAL AND WATER RESOURCES DEPARTMENT

Attachment 1

RESOLUTION NO. 11470

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 2 TO THE AGREEMENT (CONTRACT NO. 173-21 24-006) WITH HYDROSCIENCE ENGINEERS, INC. FOR $37,762 FROM THE WATER OPERATING FUND (FUND 520) FOR ADDITIONAL DESIGN AND ENGINEERING SERVICES DURING CONSTRUCTION FOR THE TOWER TANK REHABILITATION PROJECT (PROJECT WA2402) AND APPROPRIATION OF FUNDS

WHEREAS, the City has identified this project as a priority to maintain integrity and operation of the water distribution system; and

WHEREAS, the rehabilitation work identified to enhance the City's water distribution system and to continue to provide reliable water service to the City includes rehabilitating Tower Tank, Foothills Tanks No. 1 and No. 2, South Tank, and East Tank No. 2; and

WHEREAS, HydroScience Engineers, Inc. by reason of their experience and abilities for performing these types of services, are qualified to perform the required additional design and engineering services during construction for this project; and

WHEREAS, the Tower Tank Rehabilitation Project (Project WA2402) was included in the FY 2025-26 Capital Improvement Plan with a project budget of $6,535,895; and

WHEREAS, an additional appropriation of funds in the amount of $37,762 is needed for a revised total project budget of $6,573,657 and sufficient funds are available in the Water Operating Fund (Fund 520) for this appropriation; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute Amendment No. 2 to the Agreement (Contract No. 173-21 24-006) with HydroScience Engineers, Inc. for $37,762 in the Water Operating Fund (Fund 520) for Additional Design and Engineering Services During Construction for the Tower Tank Rehabilitation Project (Project WA2402) for a new contract total not-to-exceed $507,556; and

BE IT FURTHER RESOLVED that the Finance Director is authorized to appropriate $37,762 in the Fiscal Year 2025-26 Water Operating Fund (Fund 520) for the Tower Tank Rehabilitation Project (Project WA2402) for an updated total project budget of $6,573,657.

PASSED AND ADOPTED this 14th day of October, 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

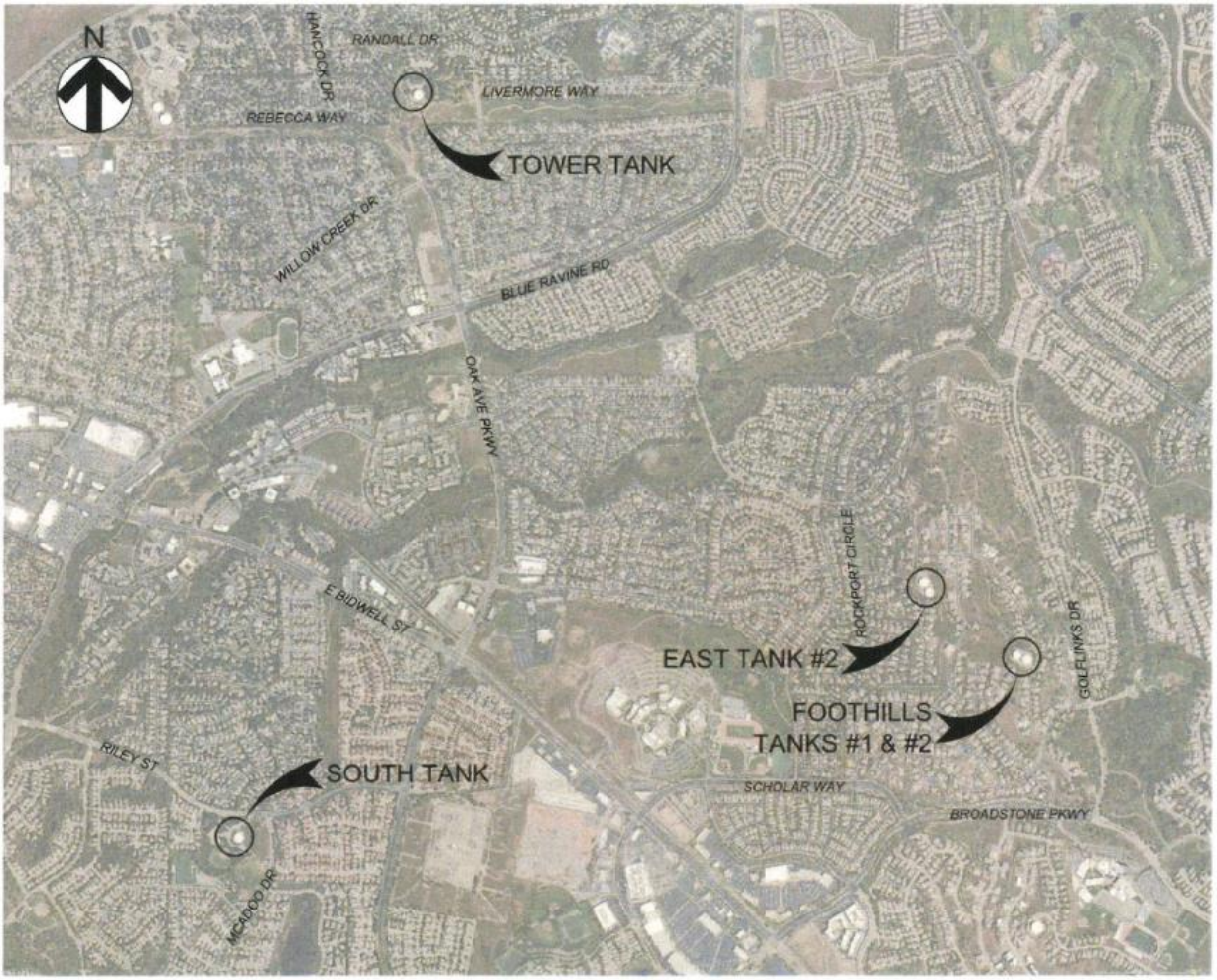
ATTEST:

_____
Christa Freemantle, CITY CLERK

Attachment 2

Tower Tank Rehabilitation Project

Attachment 2 – Project Map



LOCATION MAP
NTS

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CITY OF
FOLSOM
DISTINCTIVE BY NATURE

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 11472 – A Resolution Authorizing the City Manager to Execute a Construction Agreement with Imperial Construction & Engineering, Inc. in the amount of $233,000 Using Green Means Go Grant Funds in the Drainage Capital Improvement Fund (Fund 448) for the Bidwell Street Storm Drain Replacement Project, Project No. 2499
FROM:	Public Works Department

RECOMMENDATION / CITY COUNCIL ACTION

The Public Works Department recommends that the City Council pass and adopt Resolution No. 11472 - A Resolution Authorizing the City Manager to Execute a Construction Agreement with Imperial Construction & Engineering, Inc. in the amount of $233,000 Using Green Means Go Grant Funds in the Drainage Capital Improvement Fund (Fund 448) for the Bidwell Street Storm Drain Replacement Project, Project No. 2499.

BACKGROUND / ISSUE

The City of Folsom currently owns and maintains a storm drain system along Bidwell Street that collects runoff from portions of Riley Street, Comstock Drive, Wool Street, and Decatur Street, as well as adjacent residential and commercial private properties. The storm drain line along Bidwell Street consists of an 18-inch pipe running north to south, joining with a second 18-inch pipe at the intersection of Bidwell Street and Decatur Street, and connecting east. Most segments of the pipe are corrugated metal pipe (CMP).

In 2020, during routine storm drain inspections, the Public Works Department determined that a section of storm drain line along Bidwell Street south of Wool Street had never been constructed, and the line was plugged. During rain events, accumulated runoff bubbles up out of a slotted manhole lid and into the adjacent unpaved roadside ditch. Over the years, this has

caused erosion along the edge of the pavement and carried sediment into the next downstream drain inlet located at Decatur Street.

On October 25, 2022, the City Council approved Resolution No. 10937, authorizing a Green Means Go grant application under the Capital category for the Bidwell Street Drainage Improvement Project to address the identified issue. The city received a full grant award from the Sacramento Area Council of Governments (SACOG), and on April 25, 2023, the City Council approved Resolution No. 11027 to accept the grant. Acceptance of the $305,000 fully funded Capital grant award provides funding for the replacement of approximately 500 linear feet of the 18-inch storm drain line, associated manholes, and additional curb and gutter along the length from Wool Street to Decatur Street to prevent any future erosion.

The project was originally advertised for construction in June 2025, and the City only received one bid. Upon review, staff did not recommend awarding the project given the lack of additional bids and some discrepancies with noticing through the original bid platform, and on August 12, 2025, City Council approved Resolution No. 11448 to reject bids, with the intent for staff to immediately readvertise the project on another bidding platform.

POLICY / RULE

Section 2.36.120 of the Folsom Municipal Code states, in part, that contracts for supplies, equipment, services, and construction with an estimated value of $75,049 or greater shall be awarded by the City Council.

ANALYSIS

City staff updated the bid package for the Bidwell Street Storm Drain Replacement Project and advertised for construction on Public Purchase on August 13, 2025, with the bid opening on September 3, 2025. The Public Works Department received the following bids:

- Imperial Construction & Engineering, Inc. $233,000.00
- ARB, Inc. $246,308.00
- Doug Veerkamp General Engineering, Inc. $254,300.00
- Lafleur Engineering, Inc. $274,228.00
- KB1 Engineering, Inc. $274,982.00
- Mozingo Construction, Inc. $282,900.00
- Central Valley Engineering and Asphalt $284,969.00
- B&M Civil LLC $357,600.00
- CE Cox $361,000.00

The engineer's estimate of probable cost was $250,000, and the portion of the grant authorized for the construction phase is $300,000.

The Public Works Department has evaluated the bids received and recommends that the contract be awarded to the lowest responsive and responsible bidder, Imperial Construction &

Engineering, Inc. City staff is also evaluating the potential to include additional paving given the bid amounts received and will return with recommendations as the project moves forward.

Staff will use the City's standard Construction Agreement in a form acceptable to the City Attorney.

FINANCIAL IMPACT

If approved, the contract with Imperial Construction & Engineering, Inc. would be authorized for $233,000 with the project budgeted for this agreement in the amount of $256,300, which will include a 10% contingency in the amount of $23,300 for potential change orders.

The Bidwell Street Storm Drain Replacement Project, Project No. 2499, is included in the Fiscal Year 2025-26 Capital Improvement Plan with a project budget of $305,000 in the Drainage Capital Improvement Fund (Fund 448) which consists of $300,000 of Green Means Go grant funds. The grant program does not require a local match contribution.

ENVIRONMENTAL REVIEW

This project is a rehabilitation of existing infrastructure and, therefore, is categorically exempt from environmental review under the California Environmental Quality Act (CEQA) Guidelines Section 15301.

ATTACHMENTS

1. Resolution No. 11472- A Resolution Authorizing the City Manager to Execute a Construction Agreement with Imperial Construction & Engineering, Inc. in the amount of $233,000 Using Green Means Go Grant Funds in the Drainage Capital Improvement Fund (Fund 448) for the Bidwell Street Storm Drain Replacement Project, Project No. 2499

2. Bidwell Street Drainage Improvements Project Exhibit

Submitted,

Rebecca Neves, PUBLIC WORKS DIRECTOR

Attachment 1

RESOLUTION NO. 11472

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION AGREEMENT WITH IMPERIAL CONSTRUCTION & ENGINEERING, INC. IN THE AMOUNT OF $233,000 USING GREEN MEANS GO GRANT FUNDS IN THE DRAINAGE CAPITAL IMPROVEMENT FUND (FUND 448) FOR THE BIDWELL STREET STORM DRAIN REPLACEMENT PROJECT, PROJECT NO. 2499

WHEREAS, the City of Folsom desires to repair and rehabilitate the existing storm drainage infrastructure along Bidwell Street from Wool Street to Decatur Street; and

WHEREAS, the project was awarded a $305,000 Green Means Go Capital grant award for construction with no required local match; and

WHEREAS, the project was originally advertised for construction on June 18, 2025, and the City received only one bid and, upon review, elected to reject the bid and readvertise the project; and

WHEREAS, the project was readvertised on August 13, 2025, and bids were received on September 3, 2025, with Imperial Construction & Engineering, Inc. being the lowest, responsive, and responsible bidder with a bid of $233,000; and

WHEREAS, the engineer's estimate of probable cost was $250,000; and

WHEREAS, the Bidwell Street Storm Drain Replacement Project, Project No. 2499 is included in the Fiscal Year 2025-26 Capital Improvement Plan with an adopted budget of $305,000 in the Drainage Capital Improvement Fund (Fund 448); and

WHEREAS, Green Means Go grant funding in the amount of $300,000 is available for use on the construction phase of the project with a grant expenditure end date of December 31, 2026; and

WHEREAS, grant funding activity for the project will be recorded in the Drainage Capital Improvement Fund (Fund 448); and

WHEREAS, the contract will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute a Construction Agreement with Imperial Construction and Engineering, Inc. in the amount of $233,000 Using Green Means Go Grant Funds in the Drainage Capital Improvement Fund (Fund 448) for the Bidwell Street Storm Drain Replacement Project, Project No. 2499, with the budgeted amount to include a 10% contingency in the amount of $23,300 for a total not-to-exceed amount of $256,300.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

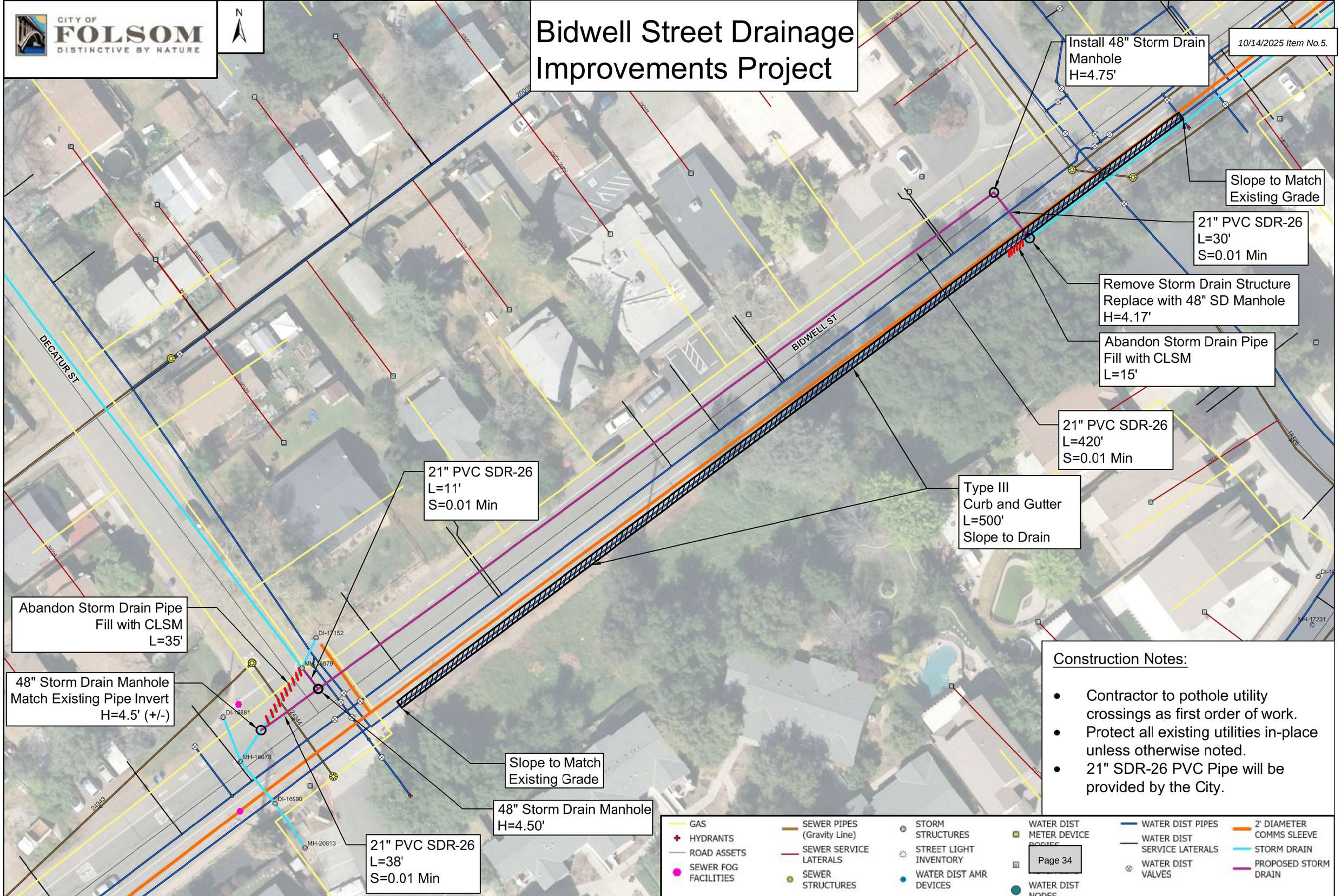
_____
Sarah Aquino, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

Attachment 2

Bidwell Street Drainage Improvements Project



Construction Notes:

- Contractor to pothole utility crossings as first order of work.
- Protect all existing utilities in-place unless otherwise noted.
- 21" SDR-26 PVC Pipe will be provided by the City.

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	Public Hearing
SUBJECT:	Ordinance No. 1353 - An Ordinance of the City of Folsom Amending Chapter 17.52 of the Folsom Municipal Code for the Historic District Relating to Design Review, Sign Permits, Demolitions, and Accessory Buildings (Introduction and First Reading) and Determination that the Project is Exempt from CEQA
FROM:	Community Development Department

RECOMMENDATION / CITY COUNCIL ACTION

Conduct the first reading of Ordinance No. 1353 – An Ordinance of the City of Folsom Amending Chapter 17.52 of the Folsom Municipal Code for the Historic District Relating to Design Review, Sign Permits, Demolitions, and Accessory Buildings.

BACKGROUND / ISSUE

On July 14, 1998, the City Council adopted Ordinance No. 890 which, among other things, re-wrote Chapter 17.52 of the FMC and established the current historic district primary areas and subareas in which specialized use and development standards apply. That same year, on October 13, 1998, the City Council adopted the City of Folsom Historic District Design and Development Guidelines (Resolution No. 5757) in order to provide a comprehensive document to assist with the implementation of the regulations and standards contained in Chapter 17.52.

FMC Chapter 17.52 currently requires all new structures, exterior renovations, remodeling, or additions to existing structures to be subject to design review from the Historic District Commission (the Commission/HDC). This chapter also requires that all sign permits and the demolition of any structure within the Historic District be subject to approval by the Commission. Outside of the Historic District, design review of custom homes, two-family residences, residential additions, non-residential development less than 1,000 square feet, and minor exterior modifications to non-residential development is subject to design review by the Community Development Director and only go in front of the Planning Commission if the Director's decision

is appealed. Residential additions that do not require a building permit, as well as minor residential modifications are exempt from design review outside of the Historic District. Sign permits are also subject to Director-level review outside of the Historic District. Demolitions outside of the Historic District do not require Planning Commission approval.

The current process which requires Historic District Commission review even for minor modifications has become expensive and time consuming, with the need for a detailed staff report, manager and City Attorney review of the report, publication and distribution of the report, posting of public notices, and holding the meeting itself with Commissioners, staff, and the Attorney's Office present. Given current staff resources, this process typically takes two or more months, even for small projects. While this process is valuable for large projects, there have been many questions from staff, Commission members, project applicants, and members of the public, as to why this amount of staff time and public resources should be spent on small projects such as minor additions, modifications to non-historic buildings, demolitions of non-historic buildings, and signs.

To help better cover staff costs associated with project applications, City Council approved increases in user fees for all development applications in the Community Development Department, including both Director-level and Commission-level design review, Historic District sign permits, and Historic District demolitions, effective July 1, 2025.

Staff has observed several instances of individuals and businesses not obtaining permits at all for accessory buildings, demolitions and signs within the Historic District. Throughout the years, applicants have stated that the time it takes to get these permits through the process versus the cost of the work itself discourages them from obtaining the proper Planning entitlements. In turn, when Planning entitlements are avoided, the corresponding building and demolition permits are also not obtained, leading to safety as well as aesthetic concerns in the district. Staff believes that the substantial increase in fees for smaller projects that are subject to Commission review, while necessary to cover staff time, may further disincentivize applicants, especially homeowners and small business owners, from going through the process. For example, since July 1 the fee for Design Review in the Historic District is $400 for existing residential structures and $800 for new ones. For commercial structures the cost is now $5,100 for new ones and $2,210 for existing ones. These higher fees were established to cover the cost of the review process.

Statewide, several laws have been passed to address the housing crisis in California, including removing much of the discretion local jurisdictions once had, especially regarding multi-family housing projects and accessory dwelling units (ADUs). The State also requires that all housing projects over one unit only be subject to objective design and development standards. While the City has objective development standards in the Code, we do not currently have objective design standards that we can apply to the Historic District. Staff has often found that while some housing projects are still technically subject to Commission approval, State law has effectively not allowed for denial of such projects, barring some very narrow findings being met.

Furthermore, with the failure of Measure G in the City of Folsom, staff does not anticipate significant expansion of our limited resources to address both current planning projects within the Historic District and long-range planning goals of developing the code updates and objective design standards needed to be in line with State law while retaining the character of the Historic

District. As a result, by bringing minor projects to the Director level, staff hopes to free up time and resources to start work on longer range efforts in the Historic District such as the comprehensive update to Chapter 17.52 and the creation of objective design standards.

POLICY / RULE

Under Section 2.12 of the City Charter, amendments to the Folsom Municipal Code require review and approval by the City Council.

There are four policies from the City's 2035 General Plan that relate directly to the Historic District. These policies are:

- LU 1.1.9: Preserve Historic Resources: Recognize the importance of history in the City of Folsom, and preserve historic and cultural resources throughout the city, to the extent feasible.

- LU 6.1.2: Historic Folsom Residential Areas: Preserve and protect the residential character of Historic Folsom's residential areas.

- NCR 5.1.4: Applicable Laws and Regulations: Ensure compliance with City, State, and Federal historic preservation laws, regulations, and codes to protect and assist in the preservation of historic and archeological resources, as listed in the City of Folsom Historic Preservation Master Plan, including the use of the California Historical Building Code as applicable, including, but not limited to, Senate Bill 18, Assembly Bill 52, Appendix G to the CEQA Guidelines, and, where applicable, Section 106 of the National Historic Preservation Act.

- NCR 5.1.6: Historic District Standards: Maintain and implement design and development standards for the Historic District

In addition, the Historic District chapter of the Zoning Code provides the intent behind the chapter:

- 17.52.010 Purpose and intent.
  A. The city council intends to actively promote the purposes of this chapter by (1) creating incentives for residents, property owners and businesses, (2) encouraging cooperation in attaining the purposes set forth in this chapter, and (3) providing a simple, fair and effective system of enforcement of the regulations contained in this chapter.

  B. The purposes of this chapter are:
     1. To preserve and enhance the historic, small-town atmosphere of the historic district as it developed between the years 1850 and 1950;
     2. To maintain, restore, and reconstruct historic structures and sites within the historic district;
     3. To encourage an active business climate which promotes the development of a diverse range of businesses compatible with the historic district as it developed between the years 1850 and 1950;

4. To retain the residential areas within the historic district;
5. To ensure that new residential and commercial development is consistent with the historical character of the historic district as it developed between the years 1850 and 1950;
6. To increase the awareness, understanding, and appreciation of the history of the city; and
7. To preserve and enhance open space areas.

ANALYSIS

Staff is proposing modifications to Chapter 17.52 of the Zoning Code. The full text of these modifications is included within the Ordinance in Attachment 1 (which includes only the new text) and in Attachment 2 (in strikethrough/underline format). A summary of these proposed changes is provided below:

1. **Director-level Design Review:** Allowing Director-level approval of smaller design review applications for exterior renovations, remodeling, or modification to existing buildings, additions under 500 square feet or less than 25 percent of the building floor area, and accessory buildings. Note that under this proposed modification, buildings listed on the City's Cultural Resources Inventory or located on an existing or potentially eligible historic resource, as defined by the California Environmental Quality Act Guidelines section 15064.5 and the City of Folsom Historical Preservation Master Plan would be elevated to Commission-level review.

2. **Exemptions:** Exempting very small projects from design review entirely, including replacement of existing roof materials, replacement of existing windows and doors, changes to exterior building colors, patio covers and trellises, privacy fencing and walls, aboveground spas and hot tubs, and outdoor cooking facilities not visible from the street. In the case of replacements, the materials would need to be aesthetically similar to the original in order to remain exempt.

3. **Increased Noticing:** Increasing the noticing requirement for both Commission-level and Director-level design reviews in the Historic District to include mailers to adjacent property owners and placement of the notices and submittal materials on the City's website

4. **Regular Commission Updates:** Providing a regular summary to the Historic District Commission of Director-level design reviews.

5. **Director-level Sign Permits:** Allowing Director-level approval of sign permits and maintaining a list of recently approved sign permits in the Historic District on the City's website.

6. **Non-Historic Demolitions:** Allowing Director-level approval of non-historic demolitions of buildings originally constructed less than 50 years prior to the application date and/or not found by staff to be a historic resource.

7. **Accessory Building Standards:** Further limiting the height, size, location, and setback

requirements for accessory buildings.

8. **Consistency Changes:** Changing the language related to entitlement expirations and extensions within the Historic District to be consistent with the language used outside of the Historic District and not automatically tying all entitlements to building permits when none may be required.

Along with these code changes, staff also proposes reductions in fees for projects that are currently reviewed at a Commission level and would be moved down to a Director level since such projects would take less time to process. These proposed fee modifications will be presented to the City Council at the October 28, 2025 City Council meeting in tandem with the second reading of the proposed code amendment.

The intent of these modifications is to accomplish the following:

1. Reducing the amount of limited staff resources dedicated to smaller-scale projects to create more staff time to focus on larger-scale long-range projects in response to State laws and local need.

2. Incentivizes members of the public to obtain the proper permits for smaller projects by reducing the amount of time and entitlement fees associated with these projects, thereby increasing the number of projects reviewed against design, zoning and building safety standards.

3. Ensures that Director-level projects within the Historic District are subject to the same development standards and design guidelines as they currently are, while retaining an open dialogue with the Commission about these projects to develop a consistent approach to design review.

4. Provides increased public noticing for adjacent property owners and those who have generally requested notification to ensure that they are aware of their chance for participation in the design review process, and

5. Reduces staff, applicant, and Commission confusion regarding entitlement expirations and extensions within the Historic District.

While staff recognizes that this is a change from current practice, these modifications are focused on minor projects. There are no changes proposed to the Commission's responsibilities related to major projects such as new homes, shops or other new primary buildings. Projects that require other entitlements beyond design review as a part of the approval – maps, use permits, variances, planned development permits, etc. will still be exclusively reviewed and approved by the Commission. Based on staff's review of past minor projects, there have been few, if any, instances where the Commission has voted against a staff recommendation on a minor project.

Design Review
Currently, any exterior modification to any building within the Historic District requires review by the Commission. The proposed design review modifications would instead require Director-level review for smaller projects located on structures or properties that are not listed as historically significant and that do not have as much of an impact on the streetscape. Regardless of whether a project is reviewed at the Director level or Commission level, staff will be reviewing the project against the same development standards and findings listed in the code, and these projects will continue to be subject to the Historic District Design and Development Guidelines and CEQA.

Staff will continue to route design review applications to the relevant interest groups for the Historic District (Heritage Preservation League, Historic Folsom Residents Association, and Folsom Historic District Association) as part of the Director-level design review process. Staff is also proposing to place design review notices, plans, and decision letters on the City's website for increased transparency for the public.

Currently, only a physical public notice facing the front of the subject property is required for design review. With the abundance of alleys in the Historic District, there are often projects, especially two-story structures containing ADUs, that are proposed along the rear of the property. Neighbors on the other side of the alleys, while potentially impacted by these structures, are often not aware of the public meeting to voice their concerns since the notice is only located on the street frontage opposite their property. As such, staff is proposing increased public noticing to property owners adjacent to the proposed project for design reviews to ensure that those most impacted by design review projects have a chance to take part in the public process. Staff is also proposing to email the location of the project notice on the website to all parties that have previously requested notification of entitlement projects.

Finally, staff propose to provide a summary of all Director-level design review approvals to the HDC. This summary will keep the commission informed about smaller projects not subject to their review and allow them to provide input to staff concerning the appropriateness of the approvals and help the Commission and staff ensure a consistent approach to design review moving forward.

Expirations and Extensions
The code is currently written in a way that ties all entitlement expirations and extensions to the application for a building permit. While this makes sense for design review projects, other entitlements such as conditional use permits and variances often do not require a building permit. As such, staff is proposing to instead refer expirations and extensions for these entitlements to their respective sections in the Zoning Code at large. Staff believes that this provides both a more practical trigger for extensions and expirations and keeps the practice consistent throughout the entire city. Staff has also proposed changing the design review approval period from one year to two years to be consistent with design reviews throughout the rest of the city.

Sign Permits
Staff has found that sign permits are subject to relatively objective standards in the code and relevant sign criteria, and that many business owners in the Historic District have avoided the sign permit process altogether and placed their signs up without a permit. Staff believes that a combination of greater enforcement of illegal signs and moving sign permit review down to the

Director level would lower the review time and costs for sign permits, which should incentivize applicants to obtain these permits. This would help ensure that signs are both consistent with design and development standards in the code and the Historic District Design and Development Guidelines (DDGs) as well as ensure that they are safely installed since they would also obtain building permits as part of the process. Furthermore, staff has proposed code language that would give the Director the right to elevate sign permit applications to the Commission where any ambiguity exists regarding whether the signage meets the design and development requirements. The Commission would also retain its responsibility for reviewing and approving Uniform Sign Programs for multi-tenant buildings. Staff believes that this gives more challenging sign reviews a public forum for review and encourages applicants to modify questionable signage to clearly conform to the design and development requirements to avoid delays. Finally, staff proposes to maintain a list of all approved sign permits in the Historic District on the City's website. This would help keep the HDC and the public informed of which new signs have gone through the process and helps better identify any known new signs that did not.

Accessory Buildings

The code section related to accessory buildings in the Historic District allows for such buildings to be up to the height and square footage of the primary building on the site. The code also does not explicitly state whether accessory buildings in the Historic District can be built in front of the primary residence. Staff is proposing that the height of accessory buildings (except accessory dwelling units) cannot exceed 15 feet in height, that the square footage of all accessory buildings on a lot not exceed 50 percent of the size of the primary building and 50 percent of the rear yard area, and that accessory buildings cannot be located beyond the front plane of the primary building. These modifications would put development standards for accessory buildings in the Historic District in line with those elsewhere in the city. Furthermore, staff is also proposing to move accessory building review down to a Director level. However, these new development standards will limit the size of these buildings since they will no longer be subject to Commission review.

Staff acknowledges that modifying this code section would make existing accessory buildings that are over the proposed maximum height or square footage legal non-conforming structures. Per FMC Section 17.52.690, structures with legal nonconforming status may continue if the nonconformity is not increased (including intensifying the use of the structure). Furthermore, FMC Section 17.52.690(F) allows the Commission to grant conforming status to an otherwise nonconforming structure if it finds that "the structure or structural feature is of exceptional design value, contributes significantly to the goals and policies of the plan, is not detrimental to its neighborhood, and is appropriate to be a permanent feature of historic Folsom." As such, large accessory buildings that can meet these criteria have an avenue to avoid a nonconforming status, thereby helping preserve some of the more unique accessory structures in the Historic District.

Demolitions

The code currently requires all demolitions within the Historic District to be reviewed and approved by the Commission. Staff's understanding was that the intent of this section was to have buildings constructed during the historic era (pre-1950) to go through this review, as the findings associated with the authorization of demolition are only related to buildings deemed historically significant. Staff is proposing a process that would first require staff to determine if a building was more than 50 years old. If it was clearly not, it would be exempt from further review. If it was, the

applicant would be required to apply for a Historic District Demolition and pay the associated fee. Staff would review the relevant databases and resources to see if the building is a potentially eligible historic resource. If it is then the review and approval would be elevated to Commission-level review. If it is not, review and approval of the demolition would be at the Director level. Staff believes that this process accomplishes the intent of retaining historically significant buildings while making the process easier for applicants with buildings that are newer or are determined not to be historically significant. This also makes it easier for such applicants to obtain a Demolition Permit from the Building Division, thereby ensuring that proper safety measures are taken for demolition.

Conclusion

Staff notes that the proposed code changes are not meant to change how projects are analyzed. Outside of the very small projects proposed to be exempt from Design Review, all projects will continue to be subject to the same level of analysis against the same documents, standards, and guidelines as they currently are. While staff is proposing that several project types be reviewed at a Director level, several enhancements to the existing process are also proposed to help increase transparency and limit the visibility of accessory buildings. The table on the following page demonstrates the differences in the existing process and the proposed process for design reviews:

	Current Process	Proposed Director-Level Process	Proposed Commission-Level Process
Time to Design Review Meeting	2-4 months	1-4 weeks	2-4 months
Routing to Interest Groups	Yes	Yes	Yes
Public Notice	Posted on project site and meeting agenda	Posted on project site, mailed to adjacent neighbors, placed on website, emailed to interested parties	Posted on project site, mailed to adjacent neighbors, placed on website and agenda, emailed to interested parties
Commission Involvement	Hearing body	Quality control body for staff. Hearing body if elevated or appealed	Hearing body
Design and Development Standards and Guidelines	17.52 and DDGs	17.52 and DDGs	17.52 and DDGs
Accessory Building Standards	-No larger than the primary building in square footage or height	-Not located in front of primary building -15 feet tall max and no taller than the primary building. -No more than 50% of required rear yard and primary building	-Not located in front of primary building -15 feet tall max and no taller than the primary building. -No more than 50% of required rear yard and primary building

Note that determination of historic significance is not impacted by whether there is a Director-level Design Review and Demolition process. The determination of a building's historic significance was brought into this process to determine what projects need to be elevated to Commission review, but the methodology to determine historic significance will stay the same regardless of whether there are Director-level reviews and historic significance will remain one of the criteria to be considered in a request for approval of a demolition permit regardless of whether the proposed amendments move forward.

Finally, staff acknowledges that there is certainly much room for improvement in both Chapter 17.52 and in enhancing the City's Cultural Resources Inventory. However, the focus of staff's request at this time is to allow for Director-level reviews while maintaining the same level and quality of staff review against existing standards and guidelines and enhancing project noticing. These proposed amendments will help encourage the public to go through the process and will also free up limited staff resources to concentrate on more effective ways to preserve and enhance the Historic District. In order to have the necessary resources, staff believes that allowing for Director-level review is a critical first step in this process.

General Plan and Folsom Municipal Code Consistency
Staff believes that these proposed modifications are consistent with the General Plan policies regarding the Historic District, as well as FMC Section 17.52.010(B) in that they maintain Commission review for projects on historically significant properties and maintain the same design standards and guidelines as are currently being used (FMC Historic District Special Use and Design Standards and Historic District Design and Development Guidelines). Staff also found that the proposed modifications are consistent with the purpose and intent of FMC Section 17.52.010(A) in that they create an incentive for applicants to obtain permits and comply with the standards of the code by lowering review times and costs for smaller projects. Finally, implementation of these proposed modifications will help free up additional staff resources to work on objective design standards for the Historic District, which staff believes is the most effective tool the City can have in preserving the character of the Historic District.

Historic District Commission Meetings
At the August 6, 2025 HDC meeting, staff presented the proposed code changes to the Commission, and the Commissioners heard comments from the public and presented staff with questions about the proposed changes. Ultimately, the Commission unanimously voted to continue the item to the September 3, 2025 HDC meeting in order to have more time to absorb the comments that came in late in the process and provide input to staff regarding some of the proposed changes. All public comments have been provided in Attachment 3. Staff met with residents of the Historic District as well as interested parties and further analyzed the public comments that had been submitted. At the September 3 meeting, staff presented additional explanations about the proposed changes and some additional modifications based on feedback received, and the Commission ultimately voted to recommend approval of the proposed code modifications to the City Council by a vote of 6-1. Since that meeting, staff has also heard additional feedback to add in a provision that chain link fences not be allowed in the Historic District. Staff supports this request and found that it is consistent with the language of the existing Design and Development Guidelines. A such, staff added a reference to the code update to prohibit chain link fences.

FINANCIAL IMPACT

Staff anticipates that the proposed code changes will lead to fewer staff resources being spent on preparing staff reports and meeting materials for HDC meetings, freeing up limited existing staff resources for larger-scale projects. These changes would also result in fewer HDC meetings, which would reduce the amount of compensatory time used by staff attending those meetings. As such, staff anticipates that the proposed changes would have a positive financial impact on City funds.

ENVIRONMENTAL REVIEW
Under Section 15061(b)(3) “Review for Exemption” of the California Environmental Quality Act (CEQA) Guidelines, the proposed code amendment is process related and administrative in nature and therefore will not have a significant effect on the environment. As a result, the project is exempt from environmental review under CEQA.

ATTACHMENTS

1. Ordinance No. 1353 – An Ordinance of the City of Folsom Amending Chapter 17.52 of the Folsom Municipal Code for the Historic District Relating to Design Review, Sign Permits, Demolitions, and Accessory Buildings
2. Modifications to FMC Chapter 17.52 (Strikethrough/Underline Version)
3. Public Comments Received

Submitted,

PAM JOHNS
Community Development Director

Attachment 1

ORDINANCE NO. 1353

AN ORDINANCE OF THE CITY OF FOLSOM AMENDING CHAPTER 17.52 OF THE FOLSOM MUNICIPAL CODE FOR THE HISTORIC DISTRICT RELATING TO DESIGN REVIEW, SIGN PERMITS, DEMOLITIONS, AND ACCESSORY BUILDINGS

The City Council of the City of Folsom does hereby ordain as follows:

SECTION 1 PURPOSE

The purpose of this ordinance is to amend certain sections of Chapter 17.52 in the Folsom Municipal Code to move design review of small projects to director-level approval, to exempt certain projects from design review, to move sign permit review to director-level approval, to move non-historic demolitions to director-level approval, to further limit the height, size, and setback requirements for accessory buildings, and to modify historic district entitlement expirations and extensions to be consistent with regulations outside of the historic district.

SECTION 2

Section 17.52.130 of the Folsom Municipal Code is hereby amended to read as follows:

17.52.130 Administrative Support

The community development director, previously referred to as the planning, inspections and permitting director, shall be responsible for the administration of this chapter and shall assist the historic district commission in performing its functions. The director shall carry out those additional duties delegated by the historic district commission.

SECTION 3

Sections 17.52.300 through 17.52.390 of the Folsom Municipal Code are hereby amended to read as follows:

17.52.300 Design review.

A. Except as otherwise provided in subsection (B), the design and architecture of the following projects shall be submitted to the historic district commission for review and approval under the provisions of this chapter:

1. All new office, industrial, commercial and residential buildings, excluding accessory buildings as defined in Section 17.02.020 and accessory dwelling units as regulated by Section 17.52.300(D);

2. All exterior renovation, remodeling, modification or addition to existing buildings located on properties listed in the City's Cultural Resources Inventory or located on an existing or potentially eligible historic resource, as defined by the California

Environmental Quality Act Guidelines section 15064.5 or the adopted City of Folsom Historic Preservation Master Plan;

3. All additions to existing buildings over twenty-five percent of the total square footage of the existing building or over 500 square feet, whichever is less, except additions to accessory buildings, as regulated by Section 17.52.300(B)(3) and additions to accessory dwelling units as regulated by Section 17.52.300(D)

4. Projects which are part of a planned development or a tentative map.

5. Proposed project design guidelines and standards and revisions to existing design guidelines and standards.

B. The design and architecture of the following projects shall be submitted to the community development director for review and approval under the provisions of this chapter:

1. All exterior renovation, remodeling, or modification to existing buildings, except those exempted under section 17.52.300(C), and those regulated under 17.52.300(A)(2);

2. All additions to existing buildings under twenty-five percent of the total square footage of the existing building or under 500 square feet, whichever is less, except additions to accessory buildings, as regulated by Section 17.52.300(B)(3) and additions to accessory dwelling units, as regulated by Section 17.52.300(D);

3. All new accessory buildings, including but not limited to garages and sheds, and any addition to such buildings, except those regulated under 17.52.300(A)(2) and 17.52.300(D)(1).

C. The following types of projects are exempt from the design review process under this chapter:

1. Minor modifications including:

a. replacement of existing building and roof materials with similar materials,

b. replacement of existing windows and doors with similar windows and doors,

c. changes to exterior colors on residential buildings,

d. patio covers, gazebos, pergolas and trellises under 200 square feet in size and located outside of the front, side, and street side yards,

e. privacy walls and fencing, excluding chain link, which is not allowed,

f. aboveground spas and hot tubs located outside of the front and street side yards,

g. solar panels,

h. outdoor cooking facilities located outside of the front and street side yards, and

i. other projects that the director deems similar in material, design, and scope to those listed, except projects involving buildings or properties on the City's Cultural Resources Inventory or located on an existing or potentially eligible historic resource, as defined by the California Environmental Quality Act Guidelines section 15064.5 or the adopted City of Folsom Historic Preservation Master Plan, which are subject to historic district commission approval.

D. Final approval authority relating to the design and architecture of accessory dwelling units and additions to such buildings within the historic district boundaries shall be as follows:

1. The historic district commission shall have final approval authority relating to the design and architecture of proposed attached or detached accessory dwelling units not exempt from design review by California Government Code Section 66321 based on height, and any new garage or other attached conditioned or unconditioned space proposed along with such an accessory dwelling unit.

2. The historic district commission shall have final approval authority relating to the design and architecture of proposed additions to existing accessory dwelling units that result in the unit no longer being exempt from design review by California Government Code Section 66321 based on height.

3. The community development director shall have final approval authority relating to the design and architecture of proposed attached or detached accessory dwelling units not exempt from design review by California Government Code Section 66321 based on square footage, and any other attached space proposed along with such an accessory dwelling unit.

4. The community development director shall have final approval authority relating to the design and architecture of proposed additions to existing accessory dwelling units that result in the unit no longer being exempt from design review by California Government Code Section 66321 based on square footage.

17.52.310 Design review submittal requirements.

The applicant shall file the following information with the community development director for design review:

A. Completed and signed application form including name, address, email address, telephone number of the applicant, and agent authorization from the property owner if the applicant is not the property owner;

B. Application fee as established by resolution of the city council;

C. A copy of all entitlements granted for the property by the city, including conditions of approval and the environmental documentation;

D. A copy of all required state and federal permits;

E. Site plan;

F. Building design plans/elevations;

G. Material samples and color board;

H. Project narrative describing the proposed project and how it is consistent with the requirements of Section 17.52 and any applicable design guidelines;

I. Recent photographs of the project site taken within 30 days prior to the submittal which accurately depict the project location; and

J. Other material and information as requested by the commission or community development director.

17.52.320 Notice and posting of site for design review.

The provisions of Section 17.06.070 shall apply within the historic district. In addition, a notice containing the project description and the time and place of the meeting for design review of a proposed project shall be posted on the City website and mailed to property owners directly adjacent to the project site at a time reasonably expected to give at least five days before the commission meeting or director level meeting. As used in this section, “directly adjacent to the project site” also includes properties located directly across an alley, street or public right-of-way from the project site.

17.52.330 Plan evaluation for design review.

In reviewing projects for design review, the historic district commission or community development director shall consider the following criteria:

A. Project compliance with the General Plan and any applicable zoning ordinances;

B. Conformance with any city-wide design guidelines and historic district design and development guidelines adopted by the city council;

C. Conformance with any project-specific design standards approved through the planned development permit process or similar review process; and

D. Compatibility of building materials, textures and colors with surrounding development and consistency with the general design theme of the neighborhood.

17.52.340 Approval process for design review.

A. The community development director or the historic district commission, in exercising design review authority under this chapter, shall make the decision to approve, conditionally approve or deny the design review application with findings based on the criteria established in Section 17.52.330. A copy of the decision, findings and any applicable conditions shall be provided in writing to the applicant.

B. Projects that are subject to director-level review may be elevated to the historic district commission for review at the discretion of the community development director. The applicant may request to elevate a director-level design review to the historic district commission. The request shall be granted upon payment of the commission-level design review application fee established by resolution of the city council and any other applicable fees.

C. The community development department shall provide a summary to the historic district commission of all design review projects within the historic district approved at the director level. Such review will allow the commission to provide input to the department concerning the appropriateness of the approvals and help the commission and the department develop a consistent approach to design review. The historic district commission may not overturn the decision of the community development department unless an appeal has been filed pursuant to Section 17.52.700.

17.52.350 Design Review expiration and extension of approval.

A. A design review approval shall be null and void unless the applicant submits a complete application for a building permit within two years from the date of approval.

B. The community development director or the historic district commission, in exercising design review authority under this chapter, may extend an approval for an additional 1 year upon receipt of a written request accompanied by a fee, as may be established by resolution of the city council, and other information deemed necessary by the community development director. Requests for approval extension must be received before the original approval expires.

17.52.360 Conditional use permit review.

A. The historic district commission shall have final authority relating to the issuance of conditional use permits for any of the uses or purposes for which such permits are required or permitted by the terms of this title, as well as the expiration and extension of such permits, within the boundaries of the historic district.

B. In acting upon applications for conditional use permits, the historic district commission shall adhere to the procedural requirements set forth in Chapter 17.60, except for matters of appeal, which shall be governed by this chapter.

17.52.370 Variance review.

A. The historic district commission shall have final authority relating to application for variances from any of the provisions of this title, as well as the expiration and extension of such requests, within the boundaries of the historic district.

B. In acting upon applications for variances, the historic district commission shall adhere to the procedural requirements set forth in Chapter 17.62, except for matters of appeal, which shall be governed by this chapter.

17.52.380 Sign permit review.

A. The community development director shall have final approval authority relating to the issuance of sign permits for any signs for which such permits are required by this title, within the boundaries of the historic district.

B. The provisions of Chapter 17.59 are applicable in the historic district as modified by this chapter and any adopted design and development guidelines. In acting upon applications for sign permits, the community development director shall adhere to the procedural requirements set forth in Chapter 17.59, except for matters of appeal, which shall be governed by this chapter.

C. Any sign permit application may be elevated to the historic district commission for review at the director's discretion. The applicant may also request to elevate a director-level sign permit review to the historic district commission upon payment of the commission-level sign permit review application fee established by resolution of the city council. Notice and posting shall be required for all sign permits elevated to the historic district commission, consistent with section 17.52.320.

D. Buildings with multiple tenants shall be required to submit a uniform signage program (USP) for historic district commission approval, as described in Sections 17.52.510 through 17.52.560. Notice and posting shall be required, consistent with section 17.52.320.

17.52.390 Environmental review.

Review by the community development director and historic district commission of applications for conditional use permits, sign permits, variances, design review, and other entitlements is subject to the requirements of the California Environmental Quality Act (CEQA). The historic district commission, in exercising its review authorities under this chapter, is authorized to hold public hearings on negative declarations, mitigated negative declarations, draft environmental impact reports and final environmental impact reports prepared on applications for the above permits or for design review. The community development director and historic district commission shall not approve applications prior to considering the applicable environmental document or exemption and complying with the requirements of CEQA and any city procedures for preparation and processing of environmental documents.

SECTION 4

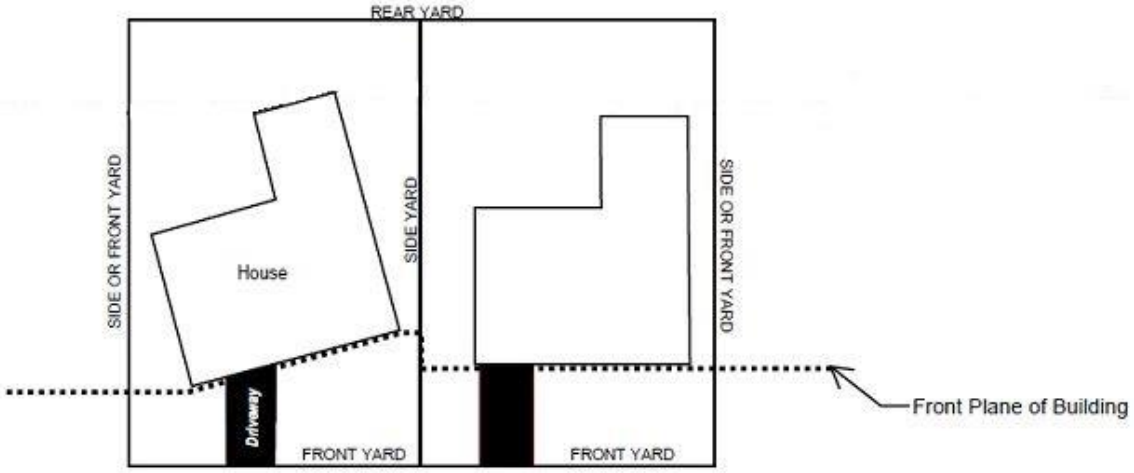
Section 17.52.480 of the Folsom Municipal Code is hereby amended to read as follows:

17.52.480 Accessory buildings.

A. Accessory buildings, as defined in Section 17.02.020, are subject to the following development standards within the historic district (with the exception of accessory dwelling units):

1. Height. Accessory buildings shall not exceed fifteen feet in height, as measured using the methodology in Section 17.02.110. An accessory building shall not be taller than the primary building on the lot as measured from finished grade of each building.

2. Setbacks. Accessory buildings shall be set back a minimum of twenty feet from the front yard lot line, five feet from the rear yard lot line, five feet from the interior side-yard lot line, ten feet from the street side-yard lot line and five feet from all other buildings on the property. In no instance shall any portion of an accessory building be located in front of the front plane of the primary building. In the case of a corner lot abutting upon two streets, no detached accessory building shall be erected, altered or moved so as to occupy any part of the front half of such lot.



3. Size. Detached accessory buildings (with the exception of accessory dwelling units) may occupy a maximum of fifty percent of the area of a required rear yard. The total square footage of all accessory buildings on a single parcel, excluding residential accessory dwelling units, shall not exceed 50 percent of the total square footage of the primary building on the same parcel.

SECTION 5

Section 17.52.660 of the Folsom Municipal Code is hereby amended to read as follows:

17.52.660 Demolition review.

A. The demolition of a building originally constructed less than 50 years before submittal of a demolition permit application that is located in the historic district is exempt from review under this Chapter.

B. Review and approval of a Historic District Demolition application is required before the demolition of a building originally constructed 50 or more years prior to submittal of a demolition permit that is located in the historic district.

1. The applicant shall file the following information with the community development director:

a. Completed and signed application form including name, address, email address, and telephone number of the applicant;

b. An application fee as established by resolution of the city council;

c. All available information related to the age of the structure.

d. Other material and information as requested by the director.

2. Prior to a decision by the community development director to approve a Historic District Demolition application, notice and posting shall be required, consistent with section 17.52.320.

3. The historic district commission shall have final authority relating to the review and approval of Historic District Demolition applications involving existing or potentially eligible historic resources, as defined by the California Environmental Quality Act Guidelines section 15064.5 or the adopted City of Folsom Historic Preservation Master Plan.

a. Upon determination by the community development director that the building proposed for demolition is an existing or potentially eligible historic resource, notice and posting shall be required, consistent with section 17.52.320.

b. Before authorizing the demolition of a building determined by the community development director to be an existing or a potentially eligible historic resource, the historic district commission shall consider the following factors:

i. Whether the public health, safety and/or welfare warrant the demolition;

ii. What accommodations can be provided to the owner of the property to make it feasible for the owner to preserve the property;

iii. Whether the owner of the property is willing to sell the property to a buyer who wishes to preserve the property;

iv. Whether a public entity wishes to acquire the property through exercise of the power of eminent domain in order to preserve the property.

4. The community development director shall have final authority relating to the review and approval of all Historic District Demolition applications not involving an existing or potentially eligible historic resource, as defined by the California Environmental Quality Act Guidelines section 15064.5 or the adopted City of Folsom Historic Preservation Master Plan.

5. Prior to approval of a Historic District Demolition application, the applicant shall provide documentation of the structure for the historical record. Documentation shall include photographs of all sides of the structure, details of unique or representative construction features, and any history of the structure known to, or reasonably obtainable by, the applicant.

6. If the community development director cannot determine whether the building proposed for demolition was originally constructed more than 50 years prior to application for a demolition permit based on permitting files or other provided information, the proposed demolition will be subject to the Historic District Demolition process described in Section 17.52.660(B).

SECTION 6 SCOPE

Except as set forth in this ordinance, all other provisions of the Folsom Municipal Code shall remain in full force and effect.

SECTION 7 SEVERABILITY

If any section, subsection, sentence, clause, or phrase in this Ordinance or any part thereof is for any reason held to be unconstitutional, invalid, or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council declares that it would have passed each section irrespective of the fact that any one or more section, subsection, sentence, clause, or phrase be declared unconstitutional, invalid, or ineffective.

SECTION 8 NO MANDATORY DUTY

This Ordinance is not intended to and shall not be construed or given effect in a manner that imposes upon the City or any officer or employee thereof a mandatory duty of care towards

persons and property within or without the City, so as to provide a basis of civil liability for damages, except as otherwise imposed by law.

SECTION 9 EFFECTIVE DATE

This ordinance shall become effective on January 1, 2026, provided it is published in full or in summary within twenty (20) days after its adoption in a newspaper of general circulation in the City.

This ordinance was introduced and the title thereof read at the regular meeting of the City Council on October 14, 2025 and the second reading occurred at the regular meeting of the City Council on October 28, 2025.

On a motion by Councilmember _____ seconded by Councilmember _____, the foregoing ordinance was passed and adopted by the City Council of the City of Folsom, State of California, this 28th day of October, 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

Attachment 2

Modifications to FMC Chapter 17.52 (Strikethrough/Underline Version)

Section 17.52.130 of the Folsom Municipal Code is amended to read as follows:

17.52.130 Administrative Support

The community development director, previously referred to as the planning, inspections and permitting director, shall be responsible for the administration of this chapter and shall assist the historic district commission in performing its functions. The director shall carry out those additional duties delegated by the historic district commission.

Sections 17.52.300 through 17.52.390 of the Folsom Municipal Code are amended to read as follows:

17.52.300 Design review.

A. Except as otherwise provided in subsection (B), the design and architecture of the following projects shall be submitted to the historic district commission for review and approval under the provisions of this chapter:

~~A~~1. All new office, industrial, commercial and residential ~~structures~~buildings, excluding accessory buildings as defined in Section 17.02.020 and accessory dwelling units as regulated by Section 17.52.300(D);

~~and~~

~~B~~2. All exterior renovation~~s~~, remodeling, modification or addition to existing ~~structures~~buildings located on properties listed in the City's Cultural Resources Inventory or located on an existing or potentially eligible historic resource, as defined by the California Environmental Quality Act Guidelines section 15064.5 or the adopted City of Folsom Historic Preservation Master Plan;~~.~~

3. All additions to existing buildings over twenty-five percent of the total square footage of the existing building or over 500 square feet, whichever is less, except additions to accessory buildings, as regulated by Section 17.52.300(B)(3) and additions to accessory dwelling units as regulated by Section 17.52.300(D)

4. Projects which are part of a planned development or a tentative map.

5. Proposed project design guidelines and standards and revisions to existing design guidelines and standards.

B. The design and architecture of the following projects shall be submitted to the community development director for review and approval under the provisions of this chapter:

1. All exterior renovation, remodeling, or modification to existing buildings, except those exempted under section 17.52.300(C), and those regulated under 17.52.300(A)(2);

2. All additions to existing buildings under twenty-five percent of the total square footage of the existing building or under 500 square feet, whichever is less, except additions to accessory buildings, as regulated by Section 17.52.300(B)(3) and additions to accessory dwelling units, as regulated by Section 17.52.300(D);

3. All new accessory buildings, including but not limited to garages and sheds, and any addition to such buildings, except those regulated under 17.52.300(A)(2) and 17.52.300(D)(1).

C. The following types of projects are exempt from the design review process under this chapter:

1. Minor modifications including:

a. replacement of existing building and roof materials with similar materials,

b. replacement of existing windows and doors with similar windows and doors,

c. changes to exterior colors on residential buildings,

d. patio covers, gazebos, pergolas and trellises under 200 square feet in size and located outside of the front, side, and street side yards,

e. privacy walls and fencing, excluding chain link, which is not allowed,

f. aboveground spas and hot tubs located outside of he front and street side yards,

g. solar panels,

h. outdoor cooking facilities located outside of the front and street side yards, and

i. other projects that the director deems similar in material, design, and scope to those listed, except projects involving buildings or properties on the City's Cultural Resources Inventory or located on an existing or potentially eligible historic resource, as defined by the California Environmental Quality Act Guidelines section 15064.5 or the adopted City of Folsom Historic Preservation Master Plan, which are subject to historic district commission approval.

D. Final approval authority relating to the design and architecture of accessory dwelling units and additions to such buildings within the historic district boundaries shall be as follows:

1. The historic district commission shall have final approval authority relating to the design and architecture of proposed attached or detached accessory dwelling units not exempt from design review by California Government Code Section 66321 based on height, and any new garage or other attached conditioned or unconditioned space proposed along with such an accessory dwelling unit.

2. The historic district commission shall have final approval authority relating to the design and architecture of proposed additions to existing accessory dwelling units that result in the unit no longer being exempt from design review by California Government Code Section 66321 based on height.

3. The community development director shall have final approval authority relating to the design and architecture of proposed attached or detached accessory dwelling units not exempt from design review by California Government Code Section 66321 based on square footage, and any other attached space proposed along with such an accessory dwelling unit.

4. The community development director shall have final approval authority relating to the design and architecture of proposed additions to existing accessory dwelling units that result in the unit no longer being exempt from design review by California Government Code Section 66321 based on square footage.

17.52.310 Design review submittal requirements.

The applicant shall file the following information with the ~~planning, inspections and permitting~~community development director for design review:

A. Completed and signed application form including name, address, email address, ~~and~~ telephone number of the applicant, and agent authorization from the property owner if the applicant is not the property owner;

B. Application fee as established by resolution of the city council;

C. A copy of all entitlements granted for the property by the city, including conditions of approval and the environmental documentation;

D. A copy of all required state and federal permits;

E. Site plan;

F. Building design plans/elevations;

G. Material samples and color board;

H. Project narrative describing the proposed project and how it is consistent with the requirements of Section 17.52 and any applicable design guidelines;

I. Recent photographs of the project site taken within 30 days prior to the submittal which accurately depict the project location; and

~~H~~J. Other material and information as requested by the commission or community development director.

17.52.320 Notice and ~~P~~posting of site for design review.

~~Upon application for design review of a project by the historic district commission, the project site shall be posted by the applicant 5 days prior to the commission hea~~firing~~, with a notice 11 inches by 17 inches in size, facing the street frontage, and indicating the project description and the place and time of the hearing. (Ord. 890 § 2 (part), 1998)~~ The provisions of Section 17.06.070 shall apply within the historic district. In addition, a notice containing the project description and the time and place of the meeting for design review of a proposed project shall be posted on the City website and mailed to property owners directly adjacent to the project site at a time reasonably expected to give at least five days before the commission meeting or director level meeting. As used in this section, "directly adjacent to the project site" also includes properties located directly across an alley, street or public right-of-way from the project site.

17.52.330 Plan evaluation for design review.

In reviewing projects for design review, the historic district commission or community development director shall consider the following criteria:

A. Project compliance with the General Plan and any applicable zoning ordinances;

B. Conformance with any city-wide design guidelines and historic district design and development guidelines adopted by the city council;

C. Conformance with any project-specific design standards approved through the planned development permit process or similar review process; and

D. Compatibility of building materials, textures and colors with surrounding development and consistency with the general design theme of the neighborhood.

17.52.340 Approval process for design review.

A. The community development director or the historic district commission, in exercising design review authority under this chapter, shall make ~~its~~ the decision to approve, conditionally approve or deny the design review application with findings based on the criteria established in Section 17.52.330 ~~of this chapter~~. A copy of the decision, findings and any applicable conditions shall be provided in writing to the applicant.

B. Projects that are subject to director-level review may be elevated to the historic district commission for review at the discretion of the community development director. The applicant may request to elevate a director-level design review to the historic district commission upon payment of the commission-level design review application fee established by resolution of the city council and any other applicable fees.

C. The community development department shall provide a summary to the historic district commission of all design review projects within the historic district approved at the director level. Such review will allow the commission to provide input to the department concerning the appropriateness of the approvals and help the commission and the department develop a consistent approach to design review. The historic district commission may not overturn the decision of the community development department unless an appeal has been filed pursuant to Section 17.52.700.

17.52.350 ~~Expiration~~ Design Review expiration and extension of approval.

A. A~~n~~ design review approval ~~by the historic district commission~~ shall be null and void unless the applicant submits a complete application for a building permit within ~~one~~ two years from the date of approval.

B. The community development director or the historic district commission, in exercising design review authority under this chapter, may extend an approval for an additional 1 year upon receipt of a written request accompanied by a fee, as may be established by resolution of the city council, and other information deemed necessary by the community development director ~~of the department of planning, inspections and permitting~~. Requests

for approval extension must be received before the original approval expires. ~~60 days prior to the expiration of the original approval.~~

17.52.360 Conditional use permit review.

A. The historic district commission shall have final authority relating to the issuance of conditional use permits for any of the uses or purposes for which such permits are required or permitted by the terms of this title, as well as the expiration and extension of such permits, within the boundaries of the historic district.

B. In acting upon applications for conditional use permits, the historic district commission shall adhere to the procedural requirements set forth in Chapter 17.60, except for matters of appeal, which shall be governed by this chapter.

17.52.370 Variance review.

A. The historic district commission shall have final authority relating to application for variances from any of the provisions of this title, as well as the expiration and extension of such requests, within the boundaries of the historic district.

B. In acting upon applications for variances, the historic district commission shall adhere to the procedural requirements set forth in Chapter 17.62, except for matters of appeal, which shall be governed by this chapter.

17.52.380 Sign permit review.

A. The ~~historic district commission~~community development director shall have final approval authority relating to the issuance of sign permits for any signs for which such permits are required by this title, within the boundaries of the historic district.

B. The provisions of Chapter 17.59 are applicable in the historic district as modified ~~in~~ by this chapter and any adopted design and development guidelines. In acting upon applications for sign permits, the ~~historic district commission~~community development director shall adhere to the procedural requirements set forth in Chapter 17.59, except for matters of appeal, which shall be governed by this chapter.

C. Any sign permit application may be elevated to the historic district commission for review at the director's discretion. The applicant may also request to elevate a director-level sign permit review to the historic district commission. The request shall be granted

upon payment of the commission-level sign permit review application fee established by resolution of the city council. Notice and posting shall be required for all sign permits elevated to the historic district commission, consistent with section 17.52.320.

D. Buildings with multiple tenants shall be required to submit a uniform signage program (USP) for historic district commission approval, as described in Sections 17.52.510 through 17.52.560. Notice and posting shall be required, consistent with section 17.52.320.

17.52.390 Environmental review.

Review by the community development director and historic district commission of applications for conditional use permits, sign permits, variances, ~~and~~ design review, and other entitlements is subject to the requirements of the California Environmental Quality Act (CEQA). The historic district commission, in exercising its review authorities under this chapter, is authorized to hold public hearings on negative declarations, mitigated negative declarations, draft environmental impact reports and final environmental impact reports prepared on applications for the above permits or for design review. The community development director and historic district commission shall not approve applications prior to considering the applicable environmental document or exemption and complying with the requirements of CEQA and any city procedures for preparation and processing of environmental documents.

Section 17.52.480 of the Folsom Municipal Code is amended to read as follows:

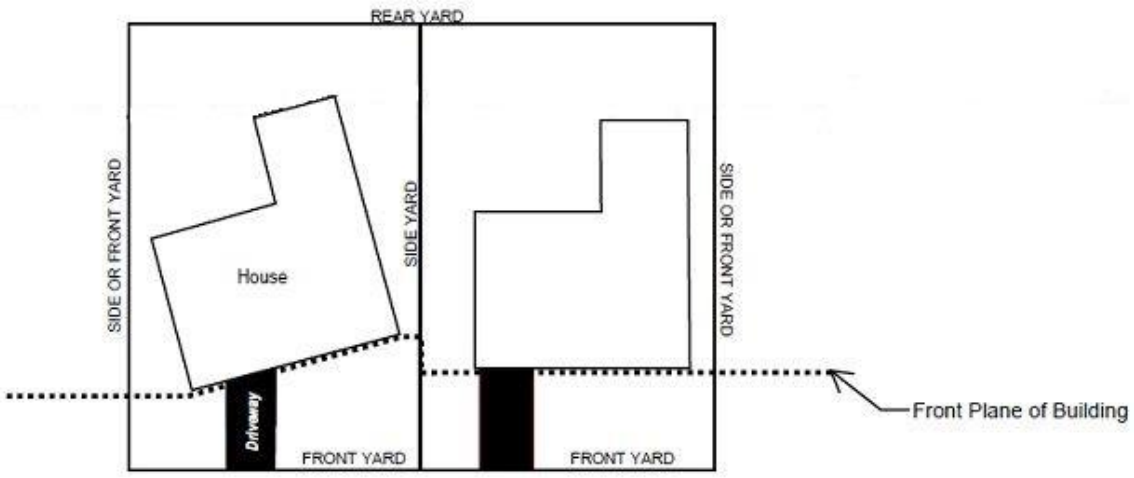
17.52.480 Accessory ~~structures~~buildings.

~~For the purposes of this chapter, an accessory structure is any freestanding roofed structure located on a parcel on which another larger structure (main structure) has been constructed. Accessory structures shall be setback 20 feet from the front property line of the main structure, 5 feet from any other property line, and 6 feet from all other structures on the property. An accessory structure shall not be larger than the main structure in square footage or height. Design review is not required for accessory structures smaller than 60 square feet or which are below required fence height. (Ord. 890 § 2 (part), 1998)~~

A. Accessory buildings, as defined in Section 17.02.020, are subject to the following development standards within the historic district (with the exception of accessory dwelling units):

1. Height. Accessory buildings shall not exceed fifteen feet in height, as measured using the methodology in Section 17.02.110. An accessory building shall not be taller than the primary building on the lot as measured from finished grade of each building.

2. Setbacks. Accessory buildings shall be set back a minimum of twenty feet from the front yard lot line, five feet from the rear yard lot line, five feet from the interior side-yard lot line, ten feet from the street side-yard lot line and five feet from all other buildings on the property. In no instance shall any portion of an accessory building be located in front of the front plane of the primary building. In the case of a corner lot abutting upon two streets, no detached accessory building shall be erected, altered or moved so as to occupy any part of the front half of such lot.



3. Size. Detached accessory buildings (with the exception of accessory dwelling units) may occupy a maximum of fifty percent of the area of a required rear yard. The total square footage of all accessory buildings on a single parcel, excluding residential accessory dwelling units, shall not exceed 50 percent of the total square footage of the primary building on the same parcel.

Section 17.52.660 of the Folsom Municipal Code is amended to read as follows:

17.52.660 Demolition review.

A. The demolition of a building originally constructed less than 50 years before submittal of a demolition permit application that is located in the historic district is exempt from review under this Chapter.

B. Review and approval of a Historic District Demolition application is required before t~~T~~he demolition of a ~~structure~~ building originally constructed 50 or more years prior to submittal of a demolition permit that is located in the historic district. ~~is subject to the review and approval by the historic district commission~~

1. The applicant shall file the following information with the community development director:

a. Completed and signed application form including name, address, email address, and telephone number of the applicant;

b. An application fee as established by resolution of the city council;

c. All available information related to the age of the structure.

d. Other material and information as requested by the director.

2. Prior to a decision by the community development director to approve a Historic District Demolition application, notice and posting shall be required, consistent with section 17.52.320.

3. The historic district commission shall have final authority relating to the review and approval of Historic District Demolition applications involving existing or potentially eligible historic resources, as defined by the California Environmental Quality Act Guidelines section 15064.5 or the adopted City of Folsom Historic Preservation Master Plan.

a. Upon determination by the community development director that the building proposed for demolition is an existing or potentially eligible historic resource, notice and posting shall be required, consistent with section 17.52.320.

b. Before ~~Prior to~~ authorizing the demolition of a ~~structure~~ building determined by the community development director ~~considered~~ to be an existing or ~~historically significant~~a potentially eligible historic resource, the historic district commission shall consider the following factors:

~~A~~ i. Whether the public health, safety and/or welfare warrant the demolition;

B ii. What accommodations can be provided to the owner of the property to make it feasible for the owner to preserve the property;

C iii. Whether the owner of the property is willing to sell the property to a buyer who wishes to preserve the property;

D iv. Whether a public entity wishes to acquire the property through exercise of the power of eminent domain in order to preserve the property.

4. The community development director shall have final authority relating to the review and approval of all Historic District Demolition applications not involving an existing or potentially eligible historic resource, as defined by the California Environmental Quality Act Guidelines section 15064.5 or the adopted City of Folsom Historic Preservation Master Plan.

5. Prior to approval of a Historic District Demolition application the authorization of demolition, the applicant shall provide documentation of the structure for the historical record. Documentation shall include photographs of all sides of the structure, details of unique or representative construction features, and any history of the structure known to, or reasonably obtainable by, the applicant.

6. If the community development director cannot determine whether the building proposed for demolition was originally constructed more than 50 years prior to application for a demolition permit based on permitting files or other provided information, the proposed demolition will be subject to the Historic District Demolition process described in Section 17.52.660(B).

Attachment 3

Josh Kinkade

From: Loretta Hettinger <loretta@shaunv.com>
Sent: Friday, August 1, 2025 8:24 AM
To: Josh Kinkade
Subject: Re: Proposed Folsom Zoning Code Update (Chapter 17.52)

You don't often get email from loretta@shaunv.com. Learn why this is important

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning , Josh, thanks for the email. I endorse the concept of simplifying the process for applicants and staff. My concern is that if the City ever finds itself in the position it was when you came on board, having no one qualified to evaluate a historic project, that we could end up with huge mistakes again. Like the building behind Snook's. I think it can be addressed by having a provision that reverts these decisions to the HDC until staff expertise once again is available. Objective design standards won't be enough. There is no substitute for staff expertise in carrying out ANY regulation. If there were, there would be no need for senior staff in any Department! I appreciate this opportunity to include my concern in the record as I'm not sure I will be able to attend the meeting.
Loretta Hettinger

On Jul 31, 2025, at 2:41 PM, Josh Kinkade <jkinkade@folsom.ca.us> wrote:

Hello,

This email is to inform you that the City of Folsom Community Development Department is proposing modifications to Chapter 17.52 of the Folsom Municipal Code to move smaller projects within the Historic District to director-level review (minor building modifications, sign permits, demolitions of non-historic buildings), to further limit the height, size, and setback requirements for accessory buildings within the Historic District, to increase the public noticing requirement for design reviews in the Historic District, and to modify entitlement expirations and extensions in the Historic District to make them consistent with regulations elsewhere in the city.

The primary intent of these proposed modifications is to reduce staff time related to smaller projects that currently go to the Historic District Commission for review and allow staff to focus on larger projects and creating objective design standards in the Historic District. These modifications are also intended to reduce the amount of time and fees associated with smaller entitlement projects while retaining public notification and participation in the process.

Staff is taking the proposed changes forward to the Historic District Commission for their recommendation at the August 6, 2025 meeting. The public is invited to attend that meeting and/or provide comments on the proposed modifications. The meeting agenda

and packet that includes the staff report associated with the proposed changes ar located at the following link under the "2025 Meeting Dates, Agendas, and Webcasts" tab: https://www.folsom.ca.us/government/community-development/planning-services/historic-district-commission. Staff will then take the Commission's recommendations forward to City Council for a final vote. If approved, the revisions will go into effect 60 days after approval.

Please let me know if you have any questions about the proposed revisions or the process moving forward.

Thanks,

<image001.png> <image002.png>

Josh Kinkade
Associate Planner
City of Folsom
50 Natoma Street, Folsom, CA 95630
jkinkade@folsom.ca.us
o:916-461-6209
www.folsom.ca.us

NOTICE: Planning fees were changed on July 1, 2025. For more information on the user fee updates for Planning, Engineering and Building services, please see the following link: https://www.folsom.ca.us/government/community-development/fees-planning-permit-plan-check-impact

Josh Kinkade

From: Loretta Hettinger <loretta@shaunv.com>
Sent: Tuesday, August 5, 2025 12:20 PM
To: Josh Kinkade
Cc: Desmond Parrington; Pam Johns
Subject: Re: Proposed Folsom Zoning Code Update (Chapter 17.52)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Due to family obligations I couldn't dig into the actual document until now, but I need to let you know immediately that there is a significant problem with Section 17.52.300.A.2. Besides being difficult and time-consuming for applicants to search out the CEQA Guidelines section and the Public Resources Code sections it further refers to, the basic premise of those sections is to protect resources with State significance. It doesn't address resources that are locally significant but may not rise to the level of state or national significance. Very few of our historic resources have been sufficiently researched to even know whether they meet State standards. Worse, citing this CEQA section as the determining factor means that any resource not evaluated for state significance is unprotected. I know that isn't your intent! The standard should include any resource already determined to have national, state or local significance, but it needs to require that any resource that appears to be significant needs either to be researched before approval of changes or treated as if it is significant in deciding whether a change is appropriate. Just because the City has failed to evaluate historic properties does not excuse the City from protecting them. Besides the GP sections you cite in the staff report, failing to protect undocumented but potentially historic resources violates GP Principles, #1, 2 and 17 in particular. I hope the rest of the ordinance isn't alarming. 😆
Loretta Hettinger

On Aug 1, 2025, at 8:23 AM, Loretta Hettinger <loretta@shaunv.com> wrote:

Good morning , Josh, thanks for the email. I endorse the concept of simplifying the process for applicants and staff. My concern is that if the City ever finds itself in the position it was when you came on board, having no one qualified to evaluate a historic project, that we could end up with huge mistakes again. Like the building behind Snook's. I think it can be addressed by having a provision that reverts these decisions to the HDC until staff expertise once again is available. Objective design standards won't be enough. There is no substitute for staff expertise in carrying out ANY regulation. If there were, there would be no need for senior staff in any Department! I appreciate this opportunity to include my concern in the record as I'm not sure I will be able to attend the meeting.
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<image001.png> <image002.png>

Josh Kinkade
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<image002.png>

Josh Kinkade

From: Loretta Hettinger <loretta@shaunv.com>
Sent: Tuesday, August 5, 2025 10:38 PM
To: Josh Kinkade
Cc: Desmond Parrington; Pam Johns; Bryan Whitemyer
Subject: HDC Agenda Item #2, amending the Zoning Code

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This ordinance is a significant departure from current procedure and deserves thorough discussion by the community. Preserving a small historic town depends on the small projects as well as the large ones. I don't believe there has been enough time for in-depth review of the ordinance's actual written provisions by community members. I know I haven't had enough time. As I commented Friday, I wholeheartedly support the concept as outlined in the staff report, but in my brief review I see problems in implementation that deserve full consideration by staff and the HDC as well as the community, before taking the City Council's time. I hope you will agree. The following comments briefly identify some issues, the largest one being the proper standard for determining historic significance, as I sent you in an earlier email, Josh. My comments are intended to support the goal of simplifying the process for applicants and staff while also ensuring that the ordinance supports the goals for the Historic District in the General Plan and existing regulations.

I have already communicated the need for a provision that reverts design approval to the HDC if the City at some point does not have staff historic expertise. Objective standards do not substitute for expertise of the staff implementing them, in any department or area of the City.

17.52.300.A.2, B.1, et al
Using the CEQA Guidelines (and the Public Resources Code cited therein) as the standard for determining historic significance does not implement the goals for the Historic District in the General Plan and existing regulations. The CEQA standard would require a property to be consistent with California Register standards, leaving no room for a determination of local significance. Very few of Folsom's historic sites have actually been researched and documented to determine their significance to the State or the United States—or locally either, for that matter. Protecting only those few that have been researched does not carry out the General Plan Guiding Principles, particularly Principles 1, 2 and 17. The appropriate standard would be to require a site's historicity to be researched and documented before approval of changes—or, alternatively, to save time, to be treated as if it is historic. Just because the City has failed to evaluate the properties in the Historic District does not excuse the City from protecting them. This CEQA provision is an appropriate standard for the State to use, not Folsom.

17.52.300.C.1
As written, exempting these minor modifications does not comply with the General Plan and existing regulations. Citing a few examples, there needs to be a provision that replacement materials need to be historic or consistent with the building's existing architectural design. Colors need to come from a historic palette or be consistent with the building's architectural design. Modern-designed structures of any sort need to be prohibited or hidden from public view. As written, this section permits anything listed, regardless of size, location or materials. There is the same issue, as cited above, with the CEQA standard. This section needs further careful review.

17.52.310
Application materials should include a narrative that describes how the project meets historic standards. At first it might seem as if this would take extra time for the applicants and therefore not meet the stated goal of the ordinance to save them time. In my experience the saved time that matters to applicants is the speed of an approval. That goal is served by

anything that makes an application easily approvable. An easily approvable project is one that meets s
Requiring an applicant to cite how the project meets historic standards assures that they have considered more than setbacks, height, etc. and their own goals. I would hate to see any future applicant go through what the 603 Sutter Street applicant went through, traceable to his and his architect's lack of understanding of the importance of historic standards.

17.52.320
Design is paramount in determining whether a project is historic or not. Noticing should include the community non-profit history organizations as well as adjacent properties, perhaps even the 300-foot radius.

17.52.330.B
The ordinance needs to make clear that the existing DDG's fit the category of "adopted", a point previously at issue.

17.52.340
The ordinance implies a revision, 17.52.700, to the appeal process. There is no Section 17.52.700.

17.52.360
This section needs to make clear that design review is a part of the HDC's action on a Conditional Use Permit.

17.52.380
I haven't had time to make a close comparison of 17.59 with 17.52 and the DDG's.

17.52.390
This section implies but doesn't say that the Director can only approve categorically exempt projects.

17.52.480
Good clarifications. Does this only apply in residential areas? Are such projects in commercial areas always subject to HDC review? They probably should be since they are usually very visible to the public.

17.52.660.A and B
How would these provisions apply to buildings originally built before 1950 but subsequently modified, perhaps improving their historicity? Also, any proposed demolition should definitely be more widely noticed than 17.52.320 provides. Otherwise Section 17.52.660.B.2.b is infeasible. Also, please clarify that if the Director doesn't find resources that clearly determine the building's newer age, the default should be to treat it as potentially built in or before 1950. The discovery required isn't enough. There are gaps in permit files, and applicants aren't especially motivated to disclose information re a historic date of construction. Mistakes like this are irreparable.

Sent from my iPad

LORETTA HETTINGER'S COMMENTS AT THE PODIUM, HDC MEETING, 8-6-2025

I wholeheartedly support the streamlining goal of the ordinance; these budgetary times demand it. Nothing I say or have written should be construed as criticizing staff. They are under heavy pressure to quickly get projects to a decision, and they don't have enough staff. So they don't have the luxury of pondering the what-ifs. That's why community input is so important, why three non-profits are helping with the task of updating the HD Zoning Code.

My previous comments were hastily assembled and focused on specific wording, but I stand by them. Tonight though I'm taking an overview of whether the ordinance will achieve its objectives. My focus is on making sure that inappropriate designs don't somehow slip through. Whether major, minor or exempt, design is paramount to the success of preserving a historic small town.

The most important problems that need to be fixed before adoption are the definition of what is locally significant, the blank-slate exemptions, the absence of the proposed appeal section, the absence of FHDA comments, particularly on signs, and the limited noticing to be required. The staff green sheet only partially addresses the issues.

1. Re definition of local significance, the ordinance says in 17.52.300.A.2 that the definition of significance is to come from the CEQA Guidelines. The problem is that the Guidelines never define <u>local</u> significance. The Guidelines only address methodology for the City to use in creating a local survey and register, not the criteria they should or should not use. The Guidelines provide a valuable checklist of topic area to consider, but they only <u>define</u> what is significant to the State. Candy is right. For all its weaknesses, the Historic Preservation Master Plan should be the go-to document in the ordinance. The staff green sheet adds the HPMP to the demolition sections, but it needs to replace the CEQA Guidelines in the above-noted sections. The Guidelines can provide assistance but not a definition.

2. Re the exemptions, the green sheet partially addresses the concerns but does not ensure that all installations visible to the public are historically appropriate. Think of a plastic play structure in a side yard on Figueroa.

3. An appeal section is critical to the new ordinance, given the new Director role and the current all-too-narrow list of allowable appellants. The section has a number, but it is missing.

4. FHDA needs to weigh in on the ordinance, especially the sign provisions.

5. Re noticing, until there is a survey to identify contributing historic resources, the community is the best source of input re design issues, unlike in the rest of the City. The narrow timeframe and list of persons to be noticed is a quick way for mistakes to slip through. Interested parties who don't live next door or drive down the street would have to go on the City website every day! At minimum everyone the City sends an HDC agenda notice to should also receive this noticing. Consider also having the notice include the Director's tentative decision, to focus comity comments and save at least little staff time

Josh Kinkade

From: Desmond Parrington
Sent: Tuesday, August 5, 2025 11:54 AM
To: Josh Kinkade
Cc: Steven Wang; Pam Johns; Sari Dierking
Subject: FW: Request for Reconsideration of the HDC's Role

Hi Josh:

Please include this with your staff report on the Chapter 17.52 changes.

-Desmond

Desmond Parrington, AICP
Planning Manager

City of Folsom
50 Natoma Street, Folsom, CA 95630
dparrington@folsom.ca.us
o:916-461-6233 c:916-216-2813

www.folsom.ca.us

From: Bob Delp <bdelp@live.com>
Sent: Tuesday, August 5, 2025 11:48 AM
To: Bryan Whitemyer <bwhitemyer@folsom.ca.us>; Sarah Aquino <saquino@folsom.ca.us>; Mike Kozlowski <mkozlowski@folsom.ca.us>; Justin Raithel <jraithel@folsom.ca.us>; Barbara Leary <bleary@folsom.ca.us>; Anna Rohrbough <annar@folsom.ca.us>; Pam Johns <pjohns@folsom.ca.us>; Desmond Parrington <dparrington@folsom.ca.us>
Subject: Request for Reconsideration of the HDC's Role

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Tomorrow night, the Historic District Commission (HDC) is scheduled to consider staff-proposed revisions to FMC chapter 17.52. This message is to urge the City Manager and Community Development Director to postpone this discussion and for the City Manager, Community Development Director, and City Council to first reassess the role and need for the HDC. Revisions could then be made to chapter 17.52 reflecting Council direction on a potential change in the role, or elimination, of the HDC. I recall at least one current council member previously questioning the bifurcated roles of the HDC and Planning Commission, and I urge the City leadership that the time is right to reassess the functions of these two commissions.

Folsom's Historic District is a truly important and unique part of the City that warrants special land use planning provisions and protection. Many FMC chapter 17.52 provisions reflect important processes and considerations for design review and land use in the Historic District, and I am not arguing that these

provisions be eliminated. However, the HDC is not fundamental to oversight of land use withi District and adds costs, complexity, and inefficiencies to the City's land use administration.

The Community Development Department (CDD) and an informed Planning Commission could efficiently and effectively exercise appropriate design review and other land use authority within the Historic District functioning in much the same way they do for the rest of the City. The Planning Commission already meets regularly and has – or should/could have – a comprehensive understanding of planning matters throughout the City, including the Historic District. The currently bifurcated planning oversight provided by the Planning Commission for matters outside the Historic District and by the HDC for matters within the Historic District is inefficient and adds unnecessary complexity in planning processes and public participation. (For example, in recent years both the River District Master Plan process and the Home Occupation Ordinance amendment process required involvement of the Planning Commission and the HDC.)

Unlike the HDC, the Planning Commission is expressly established by the City Charter and is not restricted to being advisory only to the Council. The Planning Commission is the appropriate body to have oversight, review, and final approval authority (appealable to the City Council) for planning matters throughout the City, including the Historic District. Moreover, the Planning Commission is comprised of seven members, five of whom are each designated by an individual City Council member providing balanced representation of the City's elected officials. This contrasts with the unbalanced representation on the HDC whose composition is determined by the Mayor with confirmation needed by only two other councilmembers.

Elimination of the HDC would require some upfront effort with modifications to FMC chapter 17.52, but would offer long-term efficiencies and other benefits to the City while still affording protection of the Historic District as a treasured City feature.

Thank you for considering my input.

Bob Delp
916-812-8122
bdelp@live.com

Josh Kinkade

From: Karen Sanabria
Sent: Wednesday, August 6, 2025 10:32 AM
Subject: FW: Comments on 8-6-25 Agenda Item 2 - FMC 17.52 Revisions

Please see the below comment letter we just received from Bob Delp.

Thanks
Karen

From: Bob Delp <bdelp@live.com>
Sent: Wednesday, August 6, 2025 10:29 AM
To: Karen Sanabria <ksanabria@folsom.ca.us>
Cc: Pam Johns <pjohns@folsom.ca.us>; Desmond Parrington <dparrington@folsom.ca.us>
Subject: Comments on 8-6-25 Agenda Item 2 - FMC 17.52 Revisions

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Karen: Please distribute this email to HDC commissioners for consideration of Item 2 on tonight's HDC meeting agenda. Thank you. -Bob Delp

HDC Commissioners:

I am providing the following comments/suggestions regarding staff's recommended FMC chapter 17.52 revisions contained in the August 6, 2025, staff report with a request that the HDC consider my comments in providing your input to staff at tonight's meeting.

1. Section 17.52.020 "Historic district commission" - This section is not addressed in staff's recommended revisions and is the 17.52 section that establishes composition of the HDC. Please consider revisions to this section to provide that each City councilmember appoints one HDC commissioner and to provide for the Council to appoint two additional members both of whom are on the Planning Commission. The existing methodology and categories (e.g., business owners, residents, etc. appointed by the Mayor) are unnecessary and preclude each councilmember from having an appointee. My proposed changes would result in a methodology for establishing the HDC more inline with the methodology used for establishing the Planning Commission.

2. In two instances, staff's revisions include revise "planning, inspections, and permitting director" to "community development director." Those changes make sense, but there are at least nine other references in 17.52 to "planning, inspections, and permitting director" that for consistency should also be revised. See 17.52.130, 17.52.510(E)(6), 17.52.550, 17.52.670 [3 instances], 17.52.690, 17.52.700(A), and 17.52.700(B). Additionally, throughout chapter 17.52, references to the "planning,

inspections, and permitting department" should be changed to "community developm department".

3. 17.52.300(C) Exemptions for Certain Projects. Staff's proposed language seeks to deem certain types of projects exempt from the design review process under this chapter. Certain types of projects are listed but without any specifications related to their size, design, or location on a property. In particular, patio covers, gazebos, pergolas and trellises, privacy fencing and walls are listed without any provisions associated with size, location, or design. If these features - regardless of size, location, or design - are exempt, they could be constructed substantially inconsistent with design goals in the Historic District and should not be exempted outright. More consideration and better definition of the types of projects to be exempted from design review is needed and blanket exemptions should be avoided.

4. 17.52.320 re: Notice and Posting for Design Review. Improved provisions for public noticing for City reviews and approvals in the Historic District are needed, and staff's proposed revisions are insufficient in particularly with regard to staff-level review/approvals for which a consistent process of public noticing and input opportunities are critical to ensuring opportunity for public involvement in the decision-making process. Additionally, any staff-level decisions should be supported by sufficient documentation of staff's analysis and that documentation should be made available for public review and input before any staff-level decision is made. Staff's proposed revisions do not accomplish this.

5. 17.52.480(A)(1) re: Accessory Building Height. Staff's recommended phrase "an average of" should be deleted. The remaining language would be clear and "an average of" is subject to varied interpretation. Also, the second sentence should be revised to require that the height of an accessory building "shall not be taller than*, and the top of an accessory building shall not exceed the elevation of,* the rooftop of the primary building". The top of an accessory building should always be below the horizontal plane of the top of the primary building.

6. 17.52.480(A)(2) re: Setbacks for Accessory Buildings. The setback distance should also specify distance from edge of alley.

7. 17.52.480(A)(3) - re: Size of Accessory Buildings. At item "a", unless the intent is that accessory structures can only be located in a rear yard, the reference to "rear yard" should be deleted. Also, item "b" should be deleted and any exception to the size limit should require processing of a variance with the applicant providing the necessary explanation/rationale for the variance and with approval of the variance only if the required findings can be made.

8. 17.52.540, "Historic residential primary area special use and design standards" is not a staff's recommendations, but has provisions pertaining to garage setbacks that I recommend be reconsidered and modified. 17.52.540(F) specifies that "...Garages shall be set back a minimum of 20 feet from the public right-of-way." Alleys are public rights-of-way; however, staff, the HDC, and City Attorney have previously interpreted this code section to not apply to garages accessed from alleyways and instead have applied a 5-ft setback for alley-accessed garages. Alleys in the Historic District are becoming increasingly used as primary access for dwellings, including ADUs. Parallel parking on an alley-fronting driveway pad can provide an important addition to parking options for a property owner, but a 5-ft setback does not sufficiently provide for that. Additionally, as more and more garages and ADUs are developed along and with alley access, alleys are becoming increasingly congested and garbage collection and emergency vehicle access, as well as resident vehicle access, is becoming increasingly constrained. I recommend that a minimum 10-foot setback between garages and edge of alley be established. I would suggest then that 17.52.540(F) be revised to state something like, "...with the exception of alleys for which a minimum of 10 feet from the edge of alley shall be provided."

9. 17.52.660(A) - re: Exemptions for Post-1950 Demos. Instead of flat-out "exempting" post-1950 structures from 17.52, post-1950 structures should still be required to obtained demolition approval but the code could include a statement that such approval shall not be withheld if substantial evidence is provided demonstrating 1) the structure was built after 1950 and 2) that the structure does not otherwise have historical significance. Section 17.52.660(4) (as renumbered per staff's revisions) should apply to all demolitions in the Historic District.

10. 17.52.660(B)(1)(b) re: Fees for Demo Approvals. Consider eliminating fees associated with demolition review to minimize potential incentives for a property owner to avoid obtaining approvals for building demos in the Historic District.

11. 17.52.700 re: Appeals. Although not addressed in staff's recommendations, 17.52.700 should be revised, consistent with the appeal processes established in 17.06.110 for appeals outside of the Historic District, to provide that *any person dissatisfied with any action* of the director of the community development department or HDC can appeal directly to the City Council. An avenue for all residents of the City to their elected officials on the City Council should be provided, and the existing 17.52.700 requirements for appellants could be read to improperly restrict rights to appeal. City representatives have argued that the HDC functions much like the Planning Commission, but the differing appeal provisions are in stark contrast.

12. I object to any amendments to 17.52 that perpetuate and/or expand HDC final authority which is incompatible with City Charter section 4.07 (e.g., staff's proposed 17.52.300(D)(1) and (2) and 17.52.660(B)(2)). Additionally, I request that all existing sections of 17.52 that assert "final authority" to the HDC be revised to provide that the HDC shall instead make advisory recommendations to the City Council for the City Council's confirmation or that the HDC shall make advisory recommendations to

the Community Development Director who shall then make final decisions that are ap
City Council.

Thank you for considering my input.
Bob Delp
916-812-8122
bdelp@live.com

Josh Kinkade

From: Michael Reynolds <mjrhfra@gmail.com>
Sent: Tuesday, August 5, 2025 11:23 AM
To: Josh Kinkade
Cc: Desmond Parrington; Carrie Lane; Bob Walter; Laura Fisher; Paul Keast
Subject: Re: Proposed Folsom Zoning Code Update (Chapter 17.52)

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Josh, here is the feedback collected from the HFRA board. I believe the staff report address some of these, but wanted to share the complete list so you can understand our perspective. Overall the board supports improving efficiency, but want to make sure the processes around the change are sound (we tried to consider unintended consequences).

- What are the new guidelines / windows in terms of additional noticing and feedback and what process will the city use to ensure better awareness.
- What is the definition of "small projects"
- How will the city define and identify "historic structures"? Other municipalities have built a cultural resource list.
- Are commercial buildings included or is this just for residential projects?
- What process will the city use to ensure adherence to the DDG for projects that get staff review?
- What is the exceptions process / decision criteria to the zoning code (variances) at staff level? - will variances have to go the HDC for review?
- Is there a full list of what types of modifications can have director level approvals (minor building modifications, sign permits, demolitions of non-historic buildings), to further limit the height, size, and setback requirements) - is this list comprehensive?
- Kickout variables that would elevate to HDC? Is there any appeal process for a staff decision to get broader HDC review?

On Thu, Jul 31, 2025 at 2:42 PM Josh Kinkade <jkinkade@folsom.ca.us> wrote:

> Hello,
>
> This email is to inform you that the City of Folsom Community Development Department is proposing modifications to Chapter 17.52 of the Folsom Municipal Code to move smaller projects within the Historic District to director-level review (minor building modifications, sign permits, demolitions of non-historic buildings), to further limit the height, size, and setback requirements for accessory buildings within the Historic District, to increase the public noticing requirement for design reviews in the Historic District, and to modify entitlement expirations and extensions in the Historic District to make them consistent with regulations elsewhere in the city.

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Please let me know if you have any questions about the proposed revisions or the process moving forward.

Thanks,

Josh Kinkade
Associate Planner

City of Folsom
50 Natoma Street, Folsom, CA 95630
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www.folsom.ca.us

NOTICE: Planning fees were changed on July 1, 2025. For more information on the user fee updates for Planning, Engineering and Building services, please see the following link: https://www.folsom.ca.us/government/community-development/fees-planning-permit-plan-check-impact

Josh Kinkade

From: Michael Reynolds <mjrhfra@gmail.com>
Sent: Wednesday, August 6, 2025 8:19 AM
To: Josh Kinkade
Cc: Desmond Parrington; Carrie Lane; Bob Walter; Laura Fisher; Paul Keast
Subject: Re: Proposed Folsom Zoning Code Update (Chapter 17.52)

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Josh, in section 17.52.300.A2, the proposed wording is City Cultural Resource List OR CEQA. Lorretta noted that CEQA is only for State register and does not comprehend local historical significance. If the City's Cultural Resource inventory is not comprehensive, then this would leave a gap in the "Historic Significance" definition. This proposal may need more time for scrutiny so it may need to come back to HDC again before moving forward for final approval.

Josh Kinkade

From: folsomcandy@sbcglobal.net
Sent: Sunday, August 3, 2025 12:54 PM
To: Josh Kinkade
Cc: Pam Johns; 'Kathy Cole'
Subject: RE: Proposed Folsom Zoning Code Update (Chapter 17.52)

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Josh, I totally agree that many items should not require commission review. My concern is that not all houses/structures that might be significant are listed by address on the cultural resources list. Many times the significance does not come to light until a design review is needed. I am assuming the revised section 17.52.300 (A2) helps address my concern.

These revisions point out the importance of having up to date design guidelines and the importance for all staff to be familiar with the criteria of determining a “historically significant structure”. Understanding of the Historic Preservation Master Plan is essential.

I am excited that some of the much needed updates to the ordinance approved in 1998 are being addressed. Well done!

Candy Miller

From: Josh Kinkade <jkinkade@folsom.ca.us>
Sent: Thursday, July 31, 2025 2:30 PM
To: Josh Kinkade <jkinkade@folsom.ca.us>
Subject: Proposed Folsom Zoning Code Update (Chapter 17.52)

Hello,

This email is to inform you that the City of Folsom Community Development Department is proposing modifications to Chapter 17.52 of the Folsom Municipal Code to move smaller projects within the Historic District to director-level review (minor building modifications, sign permits, demolitions of non-historic buildings), to further limit the height, size, and setback requirements for accessory buildings within the Historic District, to increase the public noticing requirement for design reviews in the Historic District, and to modify entitlement expirations and extensions in the Historic District to make them consistent with regulations elsewhere in the city.

The primary intent of these proposed modifications is to reduce staff time related to smaller projects that currently go to the Historic District Commission for review and allow staff to focus on larger projects and creating objective design standards in the Historic District. These modifications are also intended to reduce the amount of time and fees associated with smaller entitlement projects while retaining public notification and participation in the process.

Staff is taking the proposed changes forward to the Historic District Commission for their recommendation at the August 6, 2025 meeting. The public is invited to attend that meeting and/or provide comments on the proposed modifications. The meeting agenda and packet that includes the staff report associated with the proposed changes are located at the following link under the "2025 Meeting Dates, Agendas, and Webcasts" tab: https://www.folsom.ca.us/government/community-development/planning-services/historic-district-commission. Staff will then take the Commission's recommendations forward to City Council for a final vote. If approved, the revisions will go into effect 60 days after approval.

Please let me know if you have any questions about the proposed revisions or the process moving forward.

Thanks,

Josh Kinkade
Associate Planner
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Josh Kinkade

From: folsomcandy@sbcglobal.net
Sent: Tuesday, August 5, 2025 6:16 PM
To: Josh Kinkade; Pam Johns; kcolepolicy@gmail.com
Subject: RE: Proposed Folsom Zoning Code Update (Chapter 17.52)

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Josh, A couple additional things.
After further rereading, I think the City's Historic Preservation Master Plan should be the guiding document, not the CEQA section. There are probably several historical sites that have local significance but do not meet state or federal requirements.

Also, in 17.52.300 C1 (exempt from review), I strongly feel "that not visible from the street" must be added. We need to protect the integrity of our Historic District when people are just driving down our streets to look at our historic homes.

Candy Miller

ORDINANCE REVISION

17.52.300 Design review

The design and architecture of the following projects shall be submitted to the historic district commission for review and approval under the provisions of this chapter.

All new office, industrial, commercial and residential buildings, including accessory buildings as defined in Section 17.02.020.

The design and architecture of proposed attached or detached accessory dwelling units not exempted from design review by California Government Code Section 66321 and any new garage or other attached conditioned or unconditioned space proposed along with such an accessory dwelling unit.

The design and architecture of proposed projects that include additions to existing accessory dwelling units that result in the unit no longer being exempt from design review by California Government Code Section 66321

(Desmond/Josh, can references to FMC 17.105 be substituted for Government Code Section 66321 in the two above instances? FMC is more accessible to applicants.)

All exterior renovation, remodeling, modification or addition to existing structures.

Projects which include, or have potential to affect, resources listed or determined eligible for the National Register of Historic Places, the California Register of Historical Resources, California State Historical Landmarks, or the City of Folsom Cultural Resources Inventory, or resources determined historic by private organizations such as the Daughters of the American Revolution, the Native Sons of the Golden West, or similar. Until a comprehensive, professional historic survey is completed and certified by the City Council, sites listed on the City of Folsom Preliminary Cultural Resources Inventory shall be protected as if listed on the City of Folsom Cultural Resources Inventory unless determined ineligible for listing in accordance with the provisions and procedures of the City of Folsom Historic Preservation Master Plan.

Projects which are part of a planned development or a tentative map

Proposed project design guidelines and standards and revisions to existing design guidelines and standards.

17.52.310 Project review submittal requirements

The applicant shall file the following information with the community development director for project review, including design review:

Completed and signed application form including name, address, email address, and telephone number of the applicant, and agent authorization from the property owner if the applicant is not the property owner; and

Application fee as established by resolution of the city council; and

A project narrative which describes how the project meets or does not meet the standards of FMC 17.52 and the historic district design and development guidelines. The narrative shall include all available discovery of the property's history, describing sources consulted to ascertain property's history and including whether the property has been identified as eligible for any historic listing as identified in section ___ above; and

A copy of all entitlements granted for the property by the city, including conditions of approval and the environmental documentation; and

Copies of all required state and federal permits; and

Site plan; and

Building design plans/elevations; and

Material samples and color board, using colors from a historic palette appropriate to the subarea; and

Recent photographs of the project site taken within 30 days prior to the submittal, which accurately depict the project site and location; and

Other material and information as requested by the commission or community development director.

17.52.320 Notice and posting of site

The purpose of broad notification in the historic district is to elicit all available information regarding the site's history and the potential effects on properties in the vicinity and on the goals of the historic district. Noticing of projects before the historic district commission shall be given in accordance with the Folsom Municipal Code and any state law governing project noticing. In addition, for design review, moving or demolition of a structure, or other matters subject to historic district commission review, the project notice shall be posted on the project site and on the city's website a minimum of ten days prior to any public hearing. If there is to be no public hearing, the notice shall be given in the same manner, with the addition of the proposed approval or denial language, a minimum of ten days prior to a potential effective date of an approval.

The site posting shall be with a notice, eleven inches by seventeen inches in size or larger, and visible to the public, indicating the time and place of the meeting or staff review and the means to access application materials and any proposed approval language. In addition to all information included on the site posting, the city website posting shall include all application materials and proposed approval or denial language. Besides the project site and website posting, the same notice shall be mailed to property owners directly adjacent to the project site, including those located directly across an alley, street or public right-of-way from the project site. The same notice shall also be sent to all persons or organizations which have requested to receive notice of historic district commission meetings, in the same manner that such notice is customarily given. Community organizations with a particular focus on Folsom's history and/or historic district which have requested notice of historic district projects or design review shall be given copies of application materials, or directed where to access them, as soon as practical after receipt of the application. Revisions and additions to application materials shall be provided as well, as soon as practicable.

17.52.330 Plan evaluation

In reviewing project plans, including design review, the historic district commission and staff shall apply the following criteria:

Project compliance with the general plan and any applicable zoning ordinances; and

Conformance with any city-wide design guidelines, specifically applicable to the historic district, and historic district design and development guidelines adopted by the city council in 1998 or as subsequently revised by the city council; and

Conformance with any project-specific design standards approved through the planned development permit process or similar review process; and

Appropriateness of building materials, textures, colors and size to the context of surrounding sites, such as civic or open space or the interface between differing land uses. (Desmond/Josh, except for examples like I cited here, I feel surrounding and neighborhood consistency is covered by previous requirements listed.)

17.52.340 Approval process

The historic district commission shall make its decision to approve, conditionally approve or deny the application with findings based on the criteria established in Section 17.52.330 of this chapter. A copy of the decision, findings and any applicable conditions shall be provided in writing to the applicant.

Projects that are subject to director-level decision may be elevated to the historic district commission for action at the discretion of the community development director or upon request of the applicant.

The community development director shall provide a summary of all design review projects within the historic district which are approved at the director level and request direction from the commission to be applied in future staff approvals. (Desmond/j
Josh, the provision here re not overturning staff decision is redundant, already stated in 17.52.395, but it could be moved here.)

17.52.350 Expiration and extension of approval

An approval by the historic district commission shall be null and void unless the applicant submits a complete application for a building permit within one year from the date of final approval.

The historic district commission may extend an approval for an additional one year upon receipt of a written request, accompanied by a fee as may be established by resolution of the city council, and other information deemed necessary by the community development director. A request for approval extension must be received before the original approval expires.

17.52.360 Conditional use permit review

(Desmond/Josh, no need to change this existing Code section. Expiration and extension is covered in 17.52.350. You don't want to inappropriately limit that section to design review and then tuck in this provision here and in proposed 17.52.370. To do it that way leaves other entitlement decisions hanging re expiration and extension if they aren't design review, CUP, or variance.)

17.52.370 Variance review

(Desmond/Josh, same comment as on 17.52.360 above)

17.52.380 Sign permit review

(Desmond/Josh, pending input from FHDA, I don't want to tackle sign regulation. I may get input from Lisbet, who is very knowledgeable about signs and their regulation, but her time is very constrained by grandparent and other duties. Preliminarily, I feel this Code section should remain as is, with any staff approval under the FMC 17.52.395 umbrella. For sure, uniform sign criteria ought to be reviewed by commission, not staff. I'm leery of using 17.59 for anything beyond what the Code says now! I'll return to the sign topic as I write regarding the 395 delegation. I'm alarmed about modern electronic signs, such as one that excited some at FHDA, to support the ice rink. I do think that one has been headed off. Some of my other comments have applicability, such as giving applicant option to elevate to commission, covered under 17.52.340 above.)

17.52.390 Environmental review

(Desmond/Josh, no need to change this section since it will be covered under 395 delegation.)

17.52.395 Delegation of design review

The historic district commission may delegate its authority to review compliance with this chapter and any adopted design and development guidelines to the community development director under the following conditions:

The city council has adopted specific design and development guidelines for the historic district; and

Approval of the design of the project is the only matter within the jurisdiction of the historic district commission; and

Notice and posting are in accordance with requirements of FMC 17.52.320; and

The city attorney has advised that a categorical exemption is the appropriate determination of environmental significance; and

The community development director has prepared, and the historic district commission has approved, a comprehensive and detailed explanation of the types of decisions appropriate for director action.

The community development director may only approve a project where it believes that the project clearly conforms to standards set forth in this chapter and the design and development guidelines. If the community development director determines that the project does not clearly

conform to such regulations, approval of the design of the project shall be referred to the historic district commission.

The community development director shall review the design of all approved projects with the historic district commission at its regular monthly meeting. Such review will allow the commission to provide input to the director concerning the appropriateness of the approval and help the commission and the director develop a consistent approach to design review.

If the community development director approves the design of a project under such delegated authority, the historic district commission may not overturn the decision of the director unless an appeal is filed pursuant to Section 17.52.700.

17.52.400 Design standards

The design standards specified in Sections 17.52.410 through 17.52.590 shall be applicable to all new structures and alterations to existing structures within the historic district. Design review is required for all new structures and alterations to existing structures, unless otherwise specified in this chapter. Features exempted under these sections require design review if proposed design contains materials and colors otherwise prohibited in this chapter.

(Desmond/Josh, I think exemptions will be best handled in the delegation document.)

17.52.480 Accessory buildings

(Desmond/Josh, this section seems to be aimed at residential areas, but it doesn't say so. Therefore, I've added a little to apply to commercial areas as well. This needs more thought.)

Accessory buildings, as defined in Section 17.02.020 are subject to the following development standards within the historic district (with the exception of accessory dwelling units regulated differently in the historic district under Section 17.105):

Height. Detached accessory buildings shall not exceed fifteen feet in height, nor may they be higher than the roof of the main building.

(Desmond/Josh, this needs more consideration of how to measure on slopes and what parts of the building count in the measurement. This height issue is larger than accessory buildings and needs to be addressed for all buildings. Stretching the Code to allow buildings that already are significantly larger than adjacent structures shouldn't be allowed, ex. 603 Sutter St. Also, if there is a need to specify "detached" in the Size section, it should also be specified in the other sections; I left it out.)

Setbacks. Detached accessory buildings shall be set back a minimum of twenty feet from the front yard lot line, five feet from the rear yard lot line, five feet from the interior side-yard lot line, ten feet from the street side-yard lot line and five feet from all other buildings on the property. In no instance shall any portion of an accessory building be located in front of the front plane of the primary building.

(Desmond/Josh, how does staff intend to determine the front plane of a building if it is not a straight line? The drawing illustrates a non-linear rear plane, but the language does not specify use of the same principle for a front plane nor does it specify how setbacks to the rear plane are measured. I don't want to second-guess staff's intention re numerical standards.)

Size. Detached accessory buildings may occupy a maximum of fifty percent of the area of a required rear yard. The total square footage of all accessory buildings on a single parcel shall not exceed fifty percent of the total square footage of the primary building on the same parcel or the total square footage of the primary building(s) on parcels developed as a unified project.

Exceptions.

This issue is already covered in 17.52.400.D and should be deleted here. The currently proposed language lacks criteria and would undermine all regulations.

17.52.660 Demolition

The demolition of a building located in the historic district is subject to the review and approval of the historic district commission.

Application for demolition shall include the same information required in FMC 17.52.310, excluding materials and color board

In determining whether to authorize demolition of a structure or not, the historic district commission shall consider the following factors:

Whether the public health, safety and/or welfare warrant the demolition;

Whether the building was constructed between 1850 and 1950;

Whether the building, regardless of age, contributes to the success of the goals and regulations of the historic district, including the City of Folsom Historic Preservation Master Plan;

If determined to be contributing, whether the owner of the building is willing to sell it or donate it to a buyer who wishes to preserve it, either by purchasing the property where it is located or by moving it to a location where it will be preserved, preferably within the historic district or elsewhere within Folsom; and

Whether a public entity wishes to acquire the property through exercise of the power of eminent domain or can provide other means to preserve the building.

Prior to authorized demolition, the applicant shall provide to the community development director documentation of the building for the historical record. Documentation shall include photographs of all exterior and interior sides of the building, details of unique or representative construction features, and any history of the structure beyond that considered above, including lore which may or may not be substantiated in the record.

17.52.700 Appeal

(Desmond/Josh, this section is the same as existing except that any person can appeal.)

Any person dissatisfied with any determination of the community development director may appeal to the historic district commission. Any person dissatisfied with any determination of the historic district commission may appeal to the city council. Any such appeal shall be in writing, shall state the specific reason for the appeal and grounds asserted for relief, and shall be filed

with the community development director not later than ten calendar days after the date of the action being appealed. The appeal must be accompanied by an appeal fee as established by resolution of the city council. If an appeal is not filed within the time or in the manner prescribed above, the right to review of the action against which the appeal is made shall be deemed to have been waived.

17.52.710 Appeal hearings

(Desmond/Josh, I think the community would want the same noticing as originally given for the project. This is sensitive.)

Appeal hearings shall be conducted no later than the next regularly scheduled meeting following 30 calendar days after the date of filing an appeal. Written notice of the time, date and place of the hearing shall be served on the appeal body, the applicant or permittee, and the appellant at least ten calendar days preceding the date of the hearing . Additionally a notice specifying the date, time and place of the hearing shall be posted on the subject property at least ten calendar days preceding the date of the hearing.

17.52.720 Actions on appeal

The appeal body shall review the entire proceeding relating to the act or decision being appealed, de novo, and may make any order it deems just and equitable, including granting of a permit. Any hearing may be continued from time to time. At the conclusion of the hearing, the appeal body shall prepare a written decision which either grants or denies the appeal, and contains findings of fact and conclusions. The decision shall be served on the applicant or permittee and the appellant. The decision shall become final upon the date of filing and service.

HISTORIC DISTRICT COMMISSION POLICY DELEGATING DESIGN APPROVAL AUTHORITY TO THE COMMUNITY DEVELOPMENT DIRECTOR, SEPTEMBER, 2025

(Desmond/Josh, until a historic survey is done, how can staff determine whether a building proposed for modification is contributing or non-contributing? Right now it seems you're just using age. Per the DDGs, there should be an evaluation of a proposal to determine if it is continuing the building's existing style or, if not, whether it moves the structure to greater conformity with historic style. Do you really want that latter responsibility? We're all still grieving how the building behind Snook's was ruined, and I would hate that to happen now, to staff who care. There is a bungalow on Persifer that looks as if it were built 100 years ago, but it was not built before 1950. Taking its age into consideration wouldn't be enough. As noted above, the DDG's allow continuing a building's existing style, and they don't worry about anything not in public view. To protect staff's time, I'm willing to advocate that anything that continues a building's existing style, materials, color, etc. or is not in public view can be approved at staff level. That means that moving an existing building (that isn't already deemed historic) into a historic style would have to wait until the next remodel when staff has more resources unless the applicant is willing to take it to the HDC, a temporary sacrifice of the long-term goal, sadly, but allowable under the DDG's. It puts us into basically a holding pattern. Staff would still need to make the determination on style, materials, colors, etc., a task that seems to me to qualify as objective. Once a historic survey is completed, this policy can be further revised!)

_____-

To ease the time burden for City staff and bring greater clarity for applicants, while maintaining the high standards of Folsom Municipal Code 17.52 and City Council-adopted Historic District Design and Development Guidelines, the following policy is adopted by the Historic District Commission, pursuant to the provisions of Folsom Municipal Code 17.52.395. The Historic District Commission's intent in this policy is to delegate design approval authority for certain projects to the Community Development Director.

Applicants reading this policy, who may be familiar with historic preservation as practiced in other jurisdictions, need to be aware that Folsom's intention is somewhat different. Most historic preservation efforts focus on conserving buildings and areas that provide outstanding architectural examples of a historic time period. Folsom's outstanding contribution to historic preservation is preservation of an entire small town whose buildings and other structures reflect the design styles used in Folsom and similar Mother Lode towns between 1850 and 1950, whether actually constructed in this time period or constructed in later times in the styles of that period. Staff and applicants are charged with carrying out this intention.

Unless the City's severe budget constraints ease sufficiently to allow more resources to be devoted to the Community Development Department, the long-term goal for all buildings in the Historic District to contribute to the goal of maintaining a historic small town may be delayed. Today some buildings in the District do not match the styles extant between 1850 and 1950, but the City regulations permit existing styles to be continued. Design of installations not in public view is not regulated.

Nothing in this policy is to be construed to discourage an applicant from bringing to the Historic District Commission a project which brings a building into conformance with the architectural styles of the period designated for the site in Section 17.52 of the Folsom Municipal Code. On the contrary, projects that support the long-term goal are strongly encouraged.

Exemptions

After review of the design and materials for appropriateness as follows, the Director may declare the following types of projects as not requiring public notice and as exempt from further design review:

Proposed minor modifications to a building, such as roof replacement, window or door replacement or color changes, if the Director determines that the modifications continue the existing architectural style of the building, use materials appropriate to the architectural style, and use colors in the historic palette. Materials used need not be identical to those being replaced but must avoid modern appearance.

Proposed patio covers, gazebos, pergolas, trellises, fencing, walls, above ground spas and hot tubs, solar panels, outdoor cooking facilities and other installations the Director deems similar, if the project utilizes historic materials or historic reproductions or if it is concealed from public view by location or by appropriate screening such as landscaping.

In determining whether a proposed project is exempt from further review the Director may require from the applicant any of the application materials listed for projects to be reviewed by the Historic District Commission that the Director deems necessary.

Design Review

Design review submittal requirements

Application materials for Director review are the same as for Historic District Commission review. From time to time, the Director may find that information required in the application is already available in the City's parcel-based GIS.

Notice and posting of site for design review

Notice and posting of the site for Director review are as specified in FMC 17.52.320.

(Desmond/Josh, the draft I sent gives no direction re process if objections to the Director's approval are received. So here's a proposal: If no objections to the Director's proposed decision are received within ten days of posting, the decision shall become effective on the eleventh day. If objections are received within the ten-day period, the Director shall within an additional ten days determine whether to refer the action to the Historic District Commission, change some or all provisions of the approval, or retain the original approval provisions. After making this determination, the Director shall post the determination on the property and on the City's website, with no further noticing unless referred to the Historic District Commission. Persons or organizations receiving the original notice are advised to follow the project on the City website and/or site location for status information. If the Director makes changes to the approval, the effective date shall be on the eleventh day after posting the changed decision. This whole noticing process for Director approval may not seem simple enough, but it is straightforward in answering objections that they never knew about the project. I'm not sure I or anyone else is comfortable with just the ten days to get the community's input, but it seems like a compromise with staff. Requiring existing design to be the determining factor for a staff decision helps to prevent loss of a site's potential historic contribution when a historic survey is prepared.)

Plan evaluation for design review

The Community Development Director is authorized to approve the following types of projects if the Director finds that the project continues the main building's existing architectural style, materials, location and other physical characteristics, that the site is not potentially eligible for listing on the City's Cultural Resource Inventory, and that the project is not in conflict with the regulations of the Folsom Municipal Code and the adopted Historic District Design and Development Guidelines. Findings shall be supported by evidence in the Director's written approval that is transmitted to the Historic District Commission.

All new accessory buildings, including but not limited to garages and sheds, and any additions to such buildings, that 1) continue the main building's materials, scope, colors and architectural style, 2) are not located in public view, or 3) are screened from public view by landscaping or other appropriate means. An addition to an existing accessory building that does not already continue the main building's materials, scope, colors and architectural style may be allowed if the existing building is modified as well, to continue the main building's materials, scope, colors and architectural style.

The design and architecture of proposed attached or detached accessory dwelling units not exempted from design review by California Government Code Section 66321 [FMC 17.105?] and any new garage or other attached conditioned or unconditioned space proposed along with such an accessory dwelling unit, provided that the unit continues the main building's materials, scope, colors and architectural style; is not located in public view; or is screened by landscaping or other appropriate means.

The design and architecture of proposed projects that include additions to existing accessory dwelling units that result in the unit no longer being exempt from design review by California Government Code Section 66321 [FMC 17.105?], provided that the unit continues the main building's materials, scope, colors and architectural style; is not located in public view; or is screened by landscaping or other appropriate means.

All exterior renovations, remodeling, or modifications to the rear or interior side of existing residential buildings, provided that the changes continue the building's materials, scope, colors and architectural style and that privacy for adjacent residences is provided.

17.52.340 Approval process for design review

The Director's final decision shall be transmitted to and discussed with the Historic District Commission as specified in FMC 17.52.340.

Sign permit review

(Desmond/Josh, I haven't received any comments from FHDA or Lisbet.)

Environmental review

The Director may approve only projects which the City Attorney advises are eligible for categorical exemption. The City Attorney shall provide a written opinion for inclusion in the Director's written approval, citing the categorical exemption(s) proposed to be used in the Director's approval. From time to time use of a categorical exemption may be referred by the Director or City Attorney back to the Historic District Commission for determination.

Demolition review

Preservation and restoration of structures which were built in the Historic District's designated time period is of highest priority.

(Desmond/Josh, I am coming to the opinion that demolition needs longer notification than Director approvals. Continuing a project's existing design is likely to be correctable if a mistake is made. Demolition is not correctable. I'm too exhausted to continue working on any of this tonight, but I will continue to analyze all these issues when exhaustion abates.)

Desmond Parrington

From: Loretta Hettinger <loretta@shaunv.com>
Sent: Tuesday, August 5, 2025 10:38 PM
To: Josh Kinkade
Cc: Desmond Parrington; Pam Johns; Bryan Whitemyer
Subject: HDC Agenda Item #2, amending the Zoning Code

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This ordinance is a significant departure from current procedure and deserves thorough discussion by the community. Preserving a small historic town depends on the small projects as well as the large ones. I don't believe there has been enough time for in-depth review of the ordinance's actual written provisions by community members. I know I haven't had enough time. As I commented Friday, I wholeheartedly support the concept as outlined in the staff report, but in my brief review I see problems in implementation that deserve full consideration by staff and the HDC as well as the community, before taking the City Council's time. I hope you will agree. The following comments briefly identify some issues, the largest one being the proper standard for determining historic significance, as I sent you in an earlier email, Josh. My comments are intended to support the goal of simplifying the process for applicants and staff while also ensuring that the ordinance supports the goals for the Historic District in the General Plan and existing regulations.

I have already communicated the need for a provision that reverts design approval to the HDC if the City at some point does not have staff historic expertise. Objective standards do not substitute for expertise of the staff implementing them, in any department or area of the City.

17.52.300.A.2, B.1, et al
Using the CEQA Guidelines (and the Public Resources Code cited therein) as the standard for determining historic significance does not implement the goals for the Historic District in the General Plan and existing regulations. The CEQA standard would require a property to be consistent with California Register standards, leaving no room for a determination of local significance. Very few of Folsom's historic sites have actually been researched and documented to determine their significance to the State or the United States—or locally either, for that matter. Protecting only those few that have been researched does not carry out the General Plan Guiding Principles, particularly Principles 1, 2 and 17. The appropriate standard would be to require a site's historicity to be researched and documented before approval of changes—or, alternatively, to save time, to be treated as if it is historic. Just because the City has failed to evaluate the properties in the Historic District does not excuse the City from protecting them. This CEQA provision is an appropriate standard for the State to use, not Folsom.

17.52.300.C.1
As written, exempting these minor modifications does not comply with the General Plan and existing regulations. Citing a few examples, there needs to be a provision that replacement materials need to be historic or consistent with the building's existing architectural design. Colors need to come from a historic palette or be consistent with the building's architectural design. Modern-designed structures of any sort need to be prohibited or hidden from public view. As written, this section permits anything listed, regardless of size, location or materials. There is the same issue, as cited above, with the CEQA standard. This section needs further careful review.

17.52.310
Application materials should include a narrative that describes how the project meets historic standards. At first it might seem as if this would take extra time for the applicants and therefore not meet the stated goal of the ordinance to save them time. In my experience the saved time that matters to applicants is the speed of an approval. That goal is served by

anything that makes an application easily approvable. An easily approvable project is one that meets s
Requiring an applicant to cite how the project meets historic standards assures that they have considered more than setbacks, height, etc. and their own goals. I would hate to see any future applicant go through what the 603 Sutter Street applicant went through, traceable to his and his architect's lack of understanding of the importance of historic standards.

17.52.320
Design is paramount in determining whether a project is historic or not. Noticing should include the community non-profit history organizations as well as adjacent properties, perhaps even the 300-foot radius.

17.52.330.B
The ordinance needs to make clear that the existing DDG's fit the category of "adopted", a point previously at issue.

17.52.340
The ordinance implies a revision, 17.52.700, to the appeal process. There is no Section 17.52.700.

17.52.360
This section needs to make clear that design review is a part of the HDC's action on a Conditional Use Permit.

17.52.380
I haven't had time to make a close comparison of 17.59 with 17.52 and the DDG's.

17.52.390
This section implies but doesn't say that the Director can only approve categorically exempt projects.

17.52.480
Good clarifications. Does this only apply in residential areas? Are such projects in commercial areas always subject to HDC review? They probably should be since they are usually very visible to the public.

17.52.660.A and B
How would these provisions apply to buildings originally built before 1950 but subsequently modified, perhaps improving their historicity? Also, any proposed demolition should definitely be more widely noticed than 17.52.320 provides. Otherwise Section 17.52.660.B.2.b is infeasible. Also, please clarify that if the Director doesn't find resources that clearly determine the building's newer age, the default should be to treat it as potentially built in or before 1950. The discovery required isn't enough. There are gaps in permit files, and applicants aren't especially motivated to disclose information re a historic date of construction. Mistakes like this are irreparable.

Sent from my iPad

Reflections on Historic District Law and Preservation Efforts

Balancing Preservation and Property Rights

Introduction

Public officials frequently encounter difficult decisions, particularly when these decisions challenge their core values. In reviewing the proposed amendments to the Historic District law, I am confronted by my strong belief in private property rights and my commitment to preserving local history. My comments seek to reconcile both perspectives.

Background

Fresh from college, I purchased a neglected house in Folsom. Around that time, the Folsom Historical Society (FHS) was founded by community members determined to save key historic sites, including the old city jail, the Wells Fargo building, and the Cohn Mansion. While the jail and Wells Fargo building were ultimately lost, my ongoing restoration of the Cohn Mansion became my personal entry into Folsom's preservation efforts.

Historic Committee and Commission

To protect Sutter Street's historic buildings, the City passed an ordinance and created the Historic Committee, which oversaw projects affecting the area's historic character. The ordinance's original aim was for structures to reflect the gold rush era, though few buildings dated from that period.

In 1966, I was appointed to the Historic Committee, and a year later was elected President of the Folsom Historical Society. Over the years concerns were raised about the district's regulations. The City Council in the 1990s formed a committee to develop a Historic District Specific Plan, update ordinances, and create design guidelines. I served on this committee, meeting every other week, for four years. With valuable assistance from city staff, we drafted comprehensive ordinances and guidelines. These were presented to the City Council in 1998. By then I was on the Council, but I had to abstain from voting on the Specific Plan due to owning property in the district. With a split vote, the specific plan did not pass; however, updates to the historic district ordinance and the design guidelines

were adopted, and a new Historic District Commission was established to oversee a larger residential area.

Historic Preservation Master Plan

While the Specific Plan Committee focused on the historic district, some of us saw the importance of identifying historic assets throughout the city. The City Council established a separate committee for this purpose, and as Mayor, I appointed its members. The committee produced the Historic Preservation Master Plan, intended to create an inventory of buildings, places, and resources deserving of recognition. The plan outlined how resources would be added and provided examples of possible candidates, anticipating that owners would seek listing to access funding or application of the historic building codes.

However, to my knowledge, the Master Plan was never formally adopted or put into law. The committee's report was presented to the Council, but no additional action followed—no list of resources was compiled, nor have there been applications for inclusion. Thus, while the committee made good recommendations, no progress has been made to carry them out

Purposes of Proposed Change

My perspective has evolved as both a property owner and caretaker of local history. I have witnessed the challenges that arise when preservation ideals intersect with practical concerns—namely, significant costs, difficult procedures, and the slow pace of regulatory review. These realities highlight the need to balance heritage protection with enabling owners to improve their buildings.

Recent discussions about revising the Historic District law have underscored the importance of streamlining city processes, making them supportive, not obstructive, of efforts to enhance Folsom's architectural legacy. Simplifying approvals, clarifying requirements, and reducing bureaucracy can promote both preservation and revitalization, encouraging more people to care for historic assets.

Effective preservation requires more than regulation; it relies on open communication and collaboration among officials, property owners, and the public. By fostering respect and flexibility, historic preservation can become a vibrant part of community life.

I support changes that are seeking to make simpler and more cost-effective decisions for the city. As a property owner, I appreciate steps that make project approval easier, faster, and at less expense. On several occasions, I abandoned plans for exterior upgrades due to

the difficulties of obtaining approval—not only from the Historic Commission, but also from director approvals, which require extensive plans and drawings. For small property owners, such requirements can seem to demand hiring architects and engineers, which should be reserved for new construction. We should encourage property improvements, not discourage them. I support the proposed changes, offering some recommendations for further improvement.

Reference to the Historic Preservation Master Plan

It is important to note that while proposed changes mention the "City's Cultural Resources Inventory," such an inventory does not exist. The Master Plan includes a list of possible resources but requires procedures to be followed before a resource is included. Although my house appears on the Master Plan report cover, it is not officially listed, and no inventory has been created. The plan's main goal was to identify resources outside the historic district. Only a few residential buildings within the district—the Muir House, the railroad superintendent's house, and my home—were mentioned. Other notable homes were not included, and the inventory was not intended for district purposes. All commercial buildings along Sutter Street were listed as potential resources, but none is officially designated. Thus, referencing this inventory is misleading; it identifies sites that might be included if applications were submitted, but no applications have been submitted, and no list has been compiled. Amendments should omit references to the report and establish alternative ways to clarify responsibilities between staff and the Historic Commission.

There is a suggestion that the Historic Commission should identify all resources for inclusion, but this would be a substantial undertaking requiring staff involvement and may not be feasible during a budget crisis.

When describing historic projects to be referred to the Commission, the recommended wording for Section 17.52.300B2 is: "...except projects on the City's Cultural Resources Inventory or located on an existing or potential eligible historic resource as defined by the California Environmental Quality Act Guidelines Section 15064.5 or the Historic Preservation Master Plan, which are subject to Historic District Commission approval."

I recommend substituting: "except projects that are eligible historic resources as defined by the California Environmental Quality Act Guidelines or are on a City of Folsom inventory of historic resources or potentially eligible for that list under the procedures provided in the Historic Preservation Master Plan."

Transparency and Communication

Much of the discussion about these proposed changes revolves around authority—whether the commission or staff should have the final say on small projects, signs, accessory structures, and demolition. The best way to avoid power struggles is to ensure complete transparency and allow all interested parties to have their voices heard.

Notice

I support expanding mailed notice to more neighboring properties, using physical mail. Although staff have indicated that organizations in the Historic District will also be notified, the rule does not require this. Posting notices online does not guarantee transparency, as few people regularly check the city's website. I propose that the department maintain a list of individuals and organizations who wish to be notified about proposed projects in the historic district. Notices sent to neighbors should also be emailed to everyone on this list, including all Historic Commission members.

I suggest amending the notice section as follows (proposed changes in bold italics):

> The provisions of Section 17.06.070 shall apply within the historic district. In addition, a notice containing the project description and the time and place of the meeting for design review shall be posted on the City website and mailed to property owners directly adjacent to the project site at least five days before the commission or director meeting.
> "Directly adjacent to the project site" includes properties across an alley, street, or public right-of-way.
> ***The community development director shall maintain a list of people and organizations who wish to be notified about proposed projects in the historic district. When notice is sent to neighbors, it will also be emailed to everyone on the list, including all Historic Commission members.***

This change will enhance transparency with minimal cost or effort for staff.

Elevation to the Historic District Commission

The proposed amendments to the historic district ordinances only provide two ways for a matter to be elevated from the director level review to the Historic District Commission. The Director can elevate the matter at his or her discretion. The applicant can also request

Josh Kinkade

From: Michael Reynolds <mjrhfra@gmail.com>
Sent: Wednesday, September 3, 2025 3:29 PM
To: Desmond Parrington; Pam Johns; Josh Kinkade
Cc: Carrie Lane; Bob Walter; mike sellitti; Karla Davis; kaleelledge@icloud.com
Subject: From HFRA Board: Sept 3rd HDC topic - zoning code update

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Desmond, for tonight's topic, the HFRA board submits the following comments:

- HFRA board fully supports the comments submitted in Glen Fait's letter dated Sept 2 on Laws and Preservation.
- Key issues
    - Before implementing the streamlined process, the city needs to ensure a Culture Resource Inventory of all properties within the 98 blocks that encompass the HD has been completed.
    - HFRA board supports Fail-safe of HDC 3-commissioners being able to move a staff approved item up to the HDC for review
    - The following types of projects are subject to an over-the-counter approval by the community development director for the purpose of assuring applicants that their proposed design and materials are consistent with FMC 17.52 and the adopted historic design and development guidelines, as interpreted by the historic district commission - Having reviewed the DDG for residential, HFRA board believes the DDG are adequate guidance for projects eligible for over-the counter approval as long as the CDC enforces them as they are currently written. Variance requests by default would require a review by the HDC.

Mike Reynolds
HFRA President

Loretta Hettinger's Comments Presented to the HDC at the 9-3-25 Meeting

The delegation of approvals to staff is a major change, a bold experiment that has great potential to ease the bureaucracy for applicants and staff. I appreciate the changes staff made in response to the comments previously received from the community. Four main issues still need to be resolved. I want to support staff's goal that the ordinance be forwarded to the CC tonight, but three minutes won't adequately lay out the why's of issues and proposed solutions. Please ask me questions.

The four issues are:

How to accurately determine what projects must be heard by the Historic District Commission instead of being delegated to staff

How to amend the delegation to staff to solve unforeseen problems

How property owners will learn what materials and designs are appropriate in the Historic District.

How the appeal process can be equitable throughout the City

Determining what projects must be heard by the Commission

The current staff proposal gives the Community Development Director the responsibility for determining whether a proposed project site must be heard by the Historic District Commission, based on whether it is historic or not. The Director's tools are not adequate since the largest percentage of properties in the Historic District have not been evaluated for historicity. The tools are the two lists in the Historic Preservation Master Plan and any evaluations deposited by history professionals who have prepared EIRs and Negative Declarations in repositories such as Sac State, very few of which cover anything in the Historic District. The CEQA Guidelines support designation of locally significant sites, providing that the jurisdictions follow the evaluation methodology in the Guidelines. That methodology and that in the Historic Preservation Master Plan are not checklists but topic areas to be researched to determine historicity. Based on HPL's and others' experience, the research takes months. Staff can't possibly devote that kind of time!

There is a solution, a process that doesn't require staff to research history. The Code and the DDG's provide that a site's existing style can be continued indefinitely. Staff is well qualified to determine whether a proposal continues the existing style. Delegating approval of that type of application would result in an easy way for applicants to proceed. If they want a quick, inexpensive route to approval, they can continue their existing style and submit to staff. If they want to upgrade their site to meet the goals of the Historic District, they can choose the longer route to the Commission, which allows the same support of history that the current process does, time for the community to become aware and bring forward whatever knowledge of the site they may have.

How to amend delegation to resolve unforeseen problems

A change this major, adopted so quickly, is likely to have glitches. The current staff proposal places delegation in the body of the ordinance. Amending an ordinance is a very long process, Delegations via a policy adopted by the Historic District Commission could conceivably occur in one meeting. Staff concern about using 17.52.395 as the policy vehicle is that it is too

narrow to cover all the delegation staff is seeking. This proposal revises its language to encompass all staff's desired delegation.

How property owners can learn about appropriate design and materials in the Historic District

Exempting the minor projects listed in the staff ordinance does not provide an avenue for property owners to learn what design and materials are appropriate in the Historic District. I have proposed a one-day process requiring them to confer with staff. It could be as simple as providing them when they come in with a handout to guide their choices. The concern is that owners could unknowingly construct something not appropriate. People have paid a premium to live in the Historic District, and they care about what is constructed, on their own property or on their neighbor's property.

Inclusion of equitable appeal language

Citizens affected by a decision of the Planning Commission or the Historic District Commission should have equal access to appeal a decision.

the matter be elevated, but only upon payment of the fee established by the Council. I would propose a third way to elevate the matter to the commission. It should be elevated if three members of the commission request that the matter be elevated. The members of the commission will receive notice of the director's level review and if three of them believe that the matter should not be resolved at the director's level, they can file a request to elevate. This scenario is not expected to occur frequently; however, it would serve to preserve a degree of authority within the commission. I suggest that the proposed Section 17.52.340(B) be amended to read:

Projects that are subject to director-level review may be elevated to the historic district commission for review at the discretion of the community development director ***or at the request of three members of the historic district commission.*** The applicant may request to elevate a director level design review to the historic district commission. The request shall be granted upon payment of the commission-level design review application fee established by resolution of the city council and any other applicable fees.

Similar amendments should be made to 17.52.380(C) relating to sign permits, 17.52. and the provisions relating to accessory structures and demolition.

I have attempted to suggest ways to improve the process and at the same time foster communication by all interested parties. I hope this might help. Glenn Fait

Josh Kinkade

From: LJ Laurent <ljlaurent@att.net>
Sent: Friday, August 1, 2025 9:26 AM
To: Karen Sanabria; Josh Kinkade; Justin Raithel; Barbara Leary; Mike Kozlowski; Anna Rohrbough; Sarah Aquino; Bryan Whitemyer
Cc: wade.crowfoot@resources.ca.gov; Kevin D. Thielen; smarshall@usbr.gov; Warren Truitt; Mary Beth Metcalf; Betsy; Stephens Sara; sarariverwatch@gmail.com
Subject: Re: SPECIFY Title 17 Alterations.....Historic District Commission Meeting Agenda | 8-6-25

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To: all sent this 7 31 2025 email with regard to the insufficient Notice sent to my mailbox by "Community Development".
From: Laurette Laurent
August 1, 2025

Re:
I received a reply from J. Kinkade which I found this morning. Please ask him for a copy, as his email will not explain to you the relevant issues ignored by Community Development. Below is a portion of his response.

From:jkinkade@folsom.ca.us
To:LJ Laurent
Thu, Jul 31 at 4:52 PM
Please try the following
link: https://www.folsom.ca.us/home/showpublisheddocument/22157/638895548243314463

I was able to open the link I provided from my phone, so I don't think there's an issue with the link itself. HDC packet is also attached if the link is still not working for you.

COMMENTS on response which ignores the original problem:

1. Sent 7 31 25 link led to this city site: Historic District Commission | Folsom, CA

Historic District Commission | Folsom, CA

Please NOTE: this link contained zero information about the Noticed CASE # NOT SPECIFIED:
Proof is repeating the Kinkade link to a generic description site for: HD Commission https://www.folsom.ca.us/government/community-development/planning-services/historic-district-commission, which contains nothing about a Full/legal description of the Proposed Change to Folsom Muni Code.

To be certain I was correct about this possible IMPACTS on American River, I searched online and found the following quotes from "AI."

SEARCHED "are folsom city laws exempt from California or federal oversight of projects impacting federal American River"

SEARCH RESULTS are, verbatim:

Generally, Folsom city laws are *not* exempt from California oversight when impacting the American River, including federally protected portions.

Here's why:

- **California's Broad Environmental Regulations:** California has extensive environmental regulations, notably the California Environmental Quality Act (CEQA) and the Porter-Cologne Water Quality Control Act.
- **CEQA Mandates Environmental Review:** CEQA requires state and local agencies, including cities like Folsom, to identify and mitigate the environmental impacts of their actions, including development projects, through the preparation of Environmental Impact Reports (EIRs) or Negative Declarations. Folsom acknowledges this responsibility, as evidenced by its use of CEQA for its River District Master Plan.
- **Porter-Cologne Act and Water Boards:** The Porter-Cologne Act gives the California State Water Resources Control Board and its Regional Water Boards broad authority to protect water quality in all surface and groundwaters within the state, regardless of federal jurisdiction.
- **Federal Oversight and the Clean Water Act:** The federal government also has oversight through the Clean Water Act (CWA) and other relevant regulations, particularly concerning navigable waters and federally protected areas like sections of the American River designated as Wild and Scenic. While recent Supreme Court decisions have narrowed the federal jurisdiction over wetlands under the CWA, California's state-level protections remain strong.
- **Overlap and Potential for State/Federal Action:** Projects impacting the American River in Folsom may require approvals from both state and federal agencies depending on their scope and location within the river system and its adjacent areas. The City of Folsom, for example, is required to obtain coverage under the State Water Resources Control Board's General Construction Stormwater Permit for projects disturbing one acre or more.
-
-

In summary, while Folsom has local authority to enact ordinances and plan for its River District, its actions affecting the American River are subject to a layered system of oversight from the state of California and the federal

government, ensuring environmental protections are considered and implemented.

FURTHER COMMENTS/CONCERNS:

How can a planner justify his actions, in view of the actual higher and Controlling Laws?

Specifically: **Pursuant to CEQA Guidelines Section 15061(b)(3), also known as the "general rule" exemption, CEQA exempts activities that can be seen with certainty to have no possibility for causing a significant effect on the environment.**

QUESTIONS REMAIN:
1. I asked How can such a sweeping alteration to existing law governing DEVELOPMENT, DEMOLITION, so-called "accessory buildings" be altered WITHOUT SPECIFICITY which meets Legal Requirements for elevation land/Parcels high above the adjoining American River Federal Assets?

2. Perhaps some downstream or higher agency ought to review the PROTECTIONS to the American River.

3. How can Folsom make such vague "law revisions" WITHOUT consulting local USBR legal authorities?

4. On a finer point of federal law it was revealed that a group of which I am a long-time member has AUTHORITY and OVERSIGHT to protect all of the American River.

5. On the most critical issue of Folsom NOT returning to using LAR as an adjunct to greater densification, greater growth, and the DOWNSTREAM official finding that further Densification of Land Uses along the Folsom Blvd. SSS pipeline and
the silly addition of a 2nd small pipe AT THE HIGH POINTS near Glenn St. to Bidwell, it is my hope USBR, SARA Save the American River Assn. and its expert members, and other LAR Advocates will consider that perhaps this city is slipping back into its old way. What old way? Considering the American River below the oldest and worst-served portion of city is not a place where ANY CHANGES should be considered, any regulations or "Folsom Municipal Code" section --- could be or should be altered without a FULL VETTING of all Plans, Engineer-Approved drawings, and with FULL cooperation with USBR Engineers. I'd also suggest this city council solicit a formal Contact with Save the American River Assn. SARA. Without SARA, I would have successfully sued Folsom on raw sewage spills, SSOs, into the LAR below, but SARA has always been the ultimate in Lower American River Protection and Advocacy.

Below is entire Kinkade text:

Josh Kinkade
From:jkinkade@folsom.ca.us
To:Josh Kinkade
Thu, Jul 31 at 2:40 PM
Hello,

This email is to inform you that the City of Folsom Community Development Dep
proposing modifications to Chapter 17.52 of the Folsom Municipal Code to move smaller projects within the Historic District to director-level review (minor building modifications, sign permits, demolitions of non-historic buildings), to further limit the height, size, and setback requirements for accessory buildings within the Historic District, to increase the public noticing requirement for design reviews in the Historic District, and to modify entitlement expirations and extensions in the Historic District to make them consistent with regulations elsewhere in the city.

The primary intent of these proposed modifications is to reduce staff time related to smaller projects that currently go to the Historic District Commission for review and allow staff to focus on larger projects and creating objective design standards in the Historic District. These modifications are also intended to reduce the amount of time and fees associated with smaller entitlement projects while retaining public notification and participation in the process.

Staff is taking the proposed changes forward to the Historic District Commission for their recommendation at the August 6, 2025 meeting. The public is invited to attend that meeting and/or provide comments on the proposed modifications. The meeting agenda and packet that includes the staff report associated with the proposed changes are located at the following link under the "2025 Meeting Dates, Agendas, and Webcasts" tab: https://www.folsom.ca.us/government/community-development/planning-services/historic-district-commission. Staff will then take the Commission's recommendations forward to City Council for a final vote. If approved, the revisions will go into effect 60 days after approval.

Please let me know if you have any questions about the proposed revisions or the process moving forward.

Thanks,

Finally, to explain this further, included are the research results, and I am copying this email to USBR for Review.
As a member of the USBR American River Group, and past private-enforcer of US Clean Water Act, actions by this city without a single Notice or consultation and alert to USBR, seems a huge mistake. I am requesting USBR to view, share with ARG, and other protectors of the American River LAR, the final portion of this email, at bottom. It is a sum of USBR Responsibilities.

Whether I am right or wrong, I remain a voice protecting American River from this city.

The SSS pipe addition in Folsom Blvd. was placed at the HIGH POINT of the Folsom Blvd. SSS system/section, which includes "h.d.c." area.
I reside on a Folsom SSS RED LINE segment, which connects directly to the Folsom Blvd. never-enlarged SSS main/trunk lines. It remains a disgrace that Folsom added SSS pipe along the E side of Folsom Blvd, but ONLY at the High elevation point. Nothing was done to improve capacity OVER, Adjacent, or directly impacting the LAR in "historic district."

It is my sincere hope our newer city council members including one with pipe engineering experience, will take a hard look at this issue of protecting the LAR from the city's cavalier manner of making huge LAR-impacting decisions without considering this essential American River Water.

Perhaps the city's "hd commission" requires an ad hoc member and oversight by a CA Licensed Civil Engineer familiar somewhat with Hydrology and Pipeline conveyances, and impacts of rainwater

runoffs polluted with not only dust, debris, but one other problem. It was I who sued c[illegible] enforcer of CWA -- for the unacceptable of SSO Sanitary Sewer Overspills which impacted American River. I moved to a Folsom subdivision Abutting the LAR land & waters. I remain committed to protecting this essential feature of national importance, and local survival.

Here's a breakdown of **USBR's responsibilities related to the American River in Folsom:**

- **Operation of Folsom Dam and Reservoir:** USBR operates Folsom Dam, which forms Folsom Reservoir. This multi-purpose project is crucial for flood control for the Sacramento area, having prevented significant damages in the past.
- **Water Management:** As part of the Central Valley Project, Folsom Dam and Reservoir are vital for water storage and delivery for various uses, including irrigation and municipal supply. The Central California Area Office based at Folsom Dam manages water resources in a large region.
- **Coordination and Stakeholder Engagement:** USBR leads the American River Group (ARG), a team coordinating fishery and operational requirements for the lower American River. This group discusses various aspects of river management.
- **Flood Risk Reduction Projects:** USBR collaborates with other agencies on projects like the Folsom Dam Raise Project and the Folsom Dam Safety/Flood Damage Reduction Project to improve flood risk reduction and dam safety.
- **Environmental Stewardship:** USBR's activities include conserving fish and wildlife and improving water quality, with the ARG focusing on fishery requirements.
- **Recreation Management:** USBR manages recreation areas and has agreements with California State Parks for Folsom Lake and Lake Natoma.

Finally, if this city considers itself separate/above the higher Federal Laws protecting this vital water, the lower American River, with NO consideration NOR involvement of a person familiar with Folsom SSO sanitary sewer Overspills, inadequate improvement of SSS conveyance pipes in this most critical, very old, and underserved section of the city, please be aware the "Folsom city Watchdog" is still concerned, aware, and UNconvinced Folsom has a truly INDEPENDENT City Engineer.

The final Folsom City Engineer Bob Blaser, was my major expert witness in a private enforcement lawsuit. A former mayor "sidelined" Bob and removed his total independence --- all in order to ensure this former mayor's new development buddy got the best deals, and ensure NO ONE but the Folsom Sewage Watchdog would fight to protect the lower American River.

Folsom actually BOLTED SHUT the Folsom SSS manholes where SSOs occurred, were likely to occur, and where the actual wet weather SSS pipe/manhole level within SSS manholes in this oldest part of city were unacceptable. In fact, there was a development along Folsom Blvd. South of the bridge whose CEQA finding even commented upon and Noted the locations in the wider city where the SSS Capacity was a factor which impacted more land use densification. I sent the actual findings to the city council and many entities who needed to know where and How Many Folsom SSS segments were RED LINE pipes.

I reside in a subdivision where the very first Folsom SSS manhole cover BOLTED SHUT operation was done.
True, it's been drier and hotter with time, but who -- what Independent City Engineer -- can or will Certify, Seal and sign a document claiming the LAR is adequately protected from more Folsom SSOs.

Yes, there are real problems with pretending this city can have more than one set of Standards, especially when it comes to WATER vs. city raw sewage. [and 3 CA prisons raw sewage as well.]
What is with the below pretense that a city in this state can have TWO distinct sets of Standards applied??
Clearly 17.52 purports to existence of TWO sets of rules/laws for development.
But NO ONE protects the American River Before densification continues apace.

"Chapter 17.52: Historic District of the Folsom Municipal Code relating to design review, sign permit review, demolition review, and the review of accessory buildings"

TAKE A LONG LOOK at this chapter 17.52.
LEGALLY, it is revolting this city continues to purport there are SEPARATE and distinct DEVELOPMENT and IMPROVEMENT RIGHTS with a single city of Folsom CA.

In Folsom's Historic District, the Design Review process, overseen by the Historic District Commission, ensures new construction and significant alterations to existing structures adhere to the district's historic character. This review process is part of the Folsom Municipal Code and is crucial for maintaining the historic and cultural integrity of the area.

Here's a more detailed breakdown:

- **Commission Involvement:**

  The Historic District Commission is responsible for reviewing designs and architectural plans within the Historic District.

- **Scope of Review:**

  This includes new buildings, additions, renovations, and even significant changes to existing structures.

- **Purpose:**

  The review aims to ensure that new development is compatible with the established historic character of the district, which generally encompasses the period from 1850 to 1950.

- **Code Reference:**

  The process is governed by the Folsom Municipal Code, specifically sections related to the Historic District.

- **Public Input:**

The Historic District Commission also reviews applications for conditional use permits, variances, and land divisions within the district.

- **Sign Regulations:**

  Any new or significantly modified signs in the Historic District, particularly in the Sutter Street Subarea, require Design Review approval.

- **Appeals:**

  Decisions made by the Historic District Commission can be appealed to the City Council.

  Beyond the Code:

- **While the Folsom Municipal Code generally dictates design standards, the Historic District Commission can grant exceptions to those standards when unique circumstances require it to comply with the overall purpose of preserving the historic character.**

There's the rub. Pretend if the buildings LOOK old, maybe no one will notice the raw sewage conveyance pipes and all other ACCESS, emergency routes, city Standards --- can possibly be waived. A Sutter St. businessowner entered elected politics with sway over this oldest part of city. And still FMC does not still include the provisions which protected the Independence of Folsom City Engineer.

SEE FOR YOURSELF: envision the considerations in case of emergency, evacuation, uncontrollable &/or inaccessible fire in some really old wood structures.
After-thought, has Folsom ever seen a "project" which is admittedly supposed to be controlled by CEQA? Is that because city no longer has **a truly independent City Engineer**?? Don't long-term Contracts protect Lic. Civil Engineers acting as city engineer in charge?
Folsom Old historic Sutter- 2 tiny escape routes

Folsom Old historic Sutter- 2 tiny escape routes

On Thursday, July 31, 2025 at 01:59:24 PM PDT, LJ Laurent <ljlaurent@att.net> wrote:

To: Folsom city council members
cc: higher elected officials since it may directly impact federal assets, rules, procedural processes
From: Laurette Laurent
July 31, 2015

Re: Is this an Alteration to Folsom Municipal Code, Procedures, or higher laws which govern the method of altering existing laws?

Context: do we all have a Right to Know what New vs Old laws, procedures, etc. may have on all of us, and higher entity assets?
Please respect this so-called 17.52 Historic District section of code includes HUGE PORTIONS of abutments to and Impacts on Federal Assets.
Specifically, this "historic district" as defined by city abuts ABOVE, and DRAINS into Federal American River Waters.
Every aspect of alleged historic district changes MUST deal with the Abutment, and much higher elevation, than the American River -- a federal asset of extreme importance.

What is the city justification for proposing
"Chapter 17.52: Historic District of the Folsom Municipal Code relating to design review, sign permit review, demolition review, and the review of accessory buildings"
ALL within the drainage area and impact areas which impact the American River down below
WITHOUT even providing the LANGUAGE of the Law Change?

I don't care what CEQA citation is made, because how does everyone know this is not in support of some Unknown project or city plan which has a Direct Impact on the American River below and abutting this "District."

ISSUE:
The received Agenda does not contain any specific legal sections of Code, new proposed language, etc.
for consideration at this meeting.

IS this REALLY an ALTERATION to Chapter 17.52?

IF YES, how can it possibly be regarded as being governed by the "common sense" or "general rule" exemption.
If Yes, it appears to be an ALTERATION to Existing Law as promulgated & enforced.

Therefore, the legal question arises, what is the NOT SPECIFIED Exemption when citizens are NOT INFORMED of the New Language which it is alleged has "no possibility" of important impacts.

> Specifically: **Pursuant to CEQA Guidelines Section 15061(b)(3), also known as the "general rule" exemption, CEQA exempts activities that can be seen with certainty to have no possibility for causing a significant effect on the environment.**

CEQA pursuant to Section 15061(b)(3) "Review for Exemption"

Specifically: Folsom HD Agenda Item DOES NOT STATE the wording of both Past and proposed, or just arbitrarily-imposed language as cited in this Folsom HD Agenda Item 2. Zoning Code alleged update -- which another way of saying "altering existing law."

2. Zoning Code Update – Revisions to Chapter 17.52: Historic District and Determination that the Project is Exempt from CEQA

A request from the City of Folsom Community Development Department to amend Chapter 17.52: Historic District of the Folsom Municipal Code

relating to **design review, sign permit review, demolition revie**
review of accessory buildings.
Staff requests that the Historic District Commission make a recommendation to the City Council on the proposed changes to

Chapter 17.52. Staff has determined that the **proposed revisions** are exempt from CEQA pursuant to Section 15061(b)(3) “Review for Exemption” of the CEQA Guidelines.

(Project Planner: Josh Kinkade / Applicant: City of Folsom Community Development Department)

RELATED LEGAL ISSUE:

Folsom has already a PENDING NOTICE to HIRE a LEGAL ANALYST.

Included herein.

WHY is this insufficient LEGAL DEFINITION and Alteration to Existing City LAWS regarding CEQA -- LAND USE --- being considered PRIOR to hiring and informing residents, renters, potential buyers of Folsom-regulated land uses ---
the FULL OPPORTUNITY to have the benefit of this allegedly Incoming LEGAL ANALYST????

WHY would city council persons actually do such an UNEXPLAINED LAW CHANGE just Prior to bringing a highly paid "Legal Analyst" onto city staff?

Why is this happening when so many long-time employees are leaving city jobs?
HOW many APPLICATIONS have been received for new Legal Analyst position?

EMPOWERMENT, or Right of any HD Group, owner, or city associated person to Interpret the exact INTENT of this bit of HD Legislation --- where is any local person allowed to decide HOW an NOT-STATED alteration to this below citation -- allowed to act when this city land abuts and DRAINS into a Federal asset, the American River.
IT IS IMPOSSIBLE to restrain all land use or city council Decisions IMPACTS from impacting the American River below.
Below is cited rights of HD group. It makes NO mention of granting this HD the Rights, Powers, and Full Authority of a legally-constituted "Plan Commission." This has been a sore point since Day 1 of this alleged sub-district.
Now it is clear, there is no legal citation supporting the Authority of this group, the Right of this "advisory" group, to make decisions of Legal Wording which are not within its Jurisdiction, Power, nor does it confer upon such a subgroup "HD" alleged "Commission" the legal authority to exercise authority over the American River via land uses, land use Consequences due to such issues as flooding, erosion from city activities, pollution, earthquake consequences from much high land above events.

Is this the result of no one policing properly --- what do "design guidelines" actually mean in view of such inadequate legislating wording, and a state Prohibition on having more than ONE single "plan commission."

Furthermore, this is the Critical Error of allowing "multiple" plan commissions or groups who LACK sufficient Legal Guidance and Legal Authority to alter anything right next to and below a critical Federal asset.

ISSUE:

Does anyone but me recognize that the actual city wording might not even prevent a "
"construction project" or "landscaping project" from allowing, permitting or IGNORING the detrimental impacts on the American River below.

Does anyone but me recognize this city is hiring a new, highly expensive "Legal Analyst" to our usually silent on such matters "city attorney" --- and worse than that look at the Muni code wording:

The planning, inspections and permitting director shall be responsible for the administration of this chapter and shall assist the historic district commission in performing its functions. **The director shall carry out those additional duties delegated by the historic district commission.** (Ord. 890 § 2 (part), 1998)

GET IT? If this alleged h.d.c. is permitted to make such decisions and take such actions, or IGNORE higher Laws, than the consequences are highly questionable legally, morally, and environmentally.
Staff requests that the Historic District Commission make a recommendation to the City Council on the proposed changes to Chapter 17.52.

ON GOING ISSUE: Now we have a second, highly questionable "plan commission" for a tiny, sensitive area above a federal river, trying to make decisions which are NOT SPECIFIED in the Legal Notice emailed to me.

Please do GOOGLE this term: **can folsom ca make different land use Laws for its "historic district"**

But read the city announcement: if this is NOT a Change to land use laws, then what is??? In fact it seeks changes to multiple laws without reviewing Conformity to higher laws -- such as state laws.

A request from the City of Folsom Community Development Department **to amend Chapter 17.52**: Historic District of the Folsom Municipal Code relating to design review, sign permit review, demolition review, and the review of accessory buildings. Staff requests that the Historic District Commission make a recommendation to the City Council on the **proposed changes to Chapter 17.52.**

> Very funny! google says "**Distinction from Spot Zoning:** It's important to differentiate this from illegal "spot zoning," which involves amending a zoning ordinance for a single parcel that has a different land use characterization than the surrounding district."

Does anyone recognize this **precise wording**,
does put the alleged h.d.c. -- a "commission" on a footing/basis to make huge, huge, changes to land use[s] which impact a federal river below?
Suddenly it is crystal clear the 17.52 is being used to make unknown, unregulated, not-examined, questionable changes to the land draining DIRECTLY onto the American River.

Worse yet, focus on the miserable word choices & omissions & higher Enabling Legislation --- to consider the folly of the alleged Duties of h.d. "commission."
"STAFF REQUESTS" ----
Give me a break.
Isn't it time for whoever is added to the "city attorney" as a "legal analyst" come with some PROVEN EXPERTISE in Land Use Law???

How is the Real World to know when/if the h.d. "commission" which it is NOT legally is making or allowing/ignoring changes which directly harm the American River???

The emailed ANNOUNCEMENT/AGENDA does NOT even specify what is being considered, enacted, revised legally, or applied wrongfully.
It appears this is a Proposal for h.d.c. to consider anything put before it in specific terms of

Design
Signs
Demolition
Accessory Buildings
"PROPOSED law Changes" which are NOT INCLUDED.

- **Historic District Commission:** Folsom also has a Historic District Commission specifically tasked with reviewing **design and architecture** within the Historic District to ensure it aligns with the area's historic and cultural character.

Directly Related issue: Has anyone lately realized the Parcel Numbers for every square inch of so-called h.d.c. "land" have never been defined/UPDATED, nor the ancient business district parcels rechecked for total compliance with purported "purposes" of the h.d.c.?
It has been decades since a full review of "historic district" parcels, "streets", alleys, and fire access Compliance --- have been examined. What has brought about the realization a Legal Analyst is required?
What has current, long-sitting "city attorney" been doing?
I had personal dealings with him long ago; things must have continued to deteriorate, n'est pa?
Most reasonable jurisdictions have outside attorneys.....

Of course, I've never had any reasonable responses from another city employee, Desmond Parrington, the purported "planning manager." In fact I recall only one single communicative response from him since 2001.
Wondered for decades what he has done, is doing....

Won't learn much now because of this:
guess we all need to do some "updating" and "securing" once in a while.
Wondered why so many of my close city contacts left lately.....

Link: Planning Services | Folsom, CA

Planning Services | Folsom, CA

Fraud Alert

The City of Folsom has been made aware of a fraudulent email scheme targeting both current and former Planning customers. The scam involves sending fake invoices using the names of

City Officials and the official City of Folsom logo, instructing recipients to wire mon
current reports of this scam utilize an email address of "planning.folsom.ca@usa.com."

Customers are urged to be cautious and not respond to these emails or send any payments. Anyone who receives a suspicious email of this nature should forward it to planningEPC@folsom.ca.us for review.

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LIAISON

Desmond Parrington
Planning Manager
916-461-6233
Email

Hint: Chapter 2.11 DEPARTMENTAL ORGANIZATION STRUCTURE

Chapter 2.11 DEPARTMENTAL ORGANIZATION STRUCTURE

This h.d.c. was the invention of a past & perhaps ongoing set of vested interest parties. Clearly someone decided Folsom required a "legal analyst."
I suggest city council members review in great detail the gaps in the past city land use decision-making in this h.d.c. It is about time a FULL Legal Compliance expert with full credentials be placed where they can address some apparent "slips" by past legal advisement within cityhall.

SKIP DOWN to **this experts duties** at bottom.

17.52.120 Duties of the historic district commission.
The historic district commission shall have the following duties and responsibilities:

A. Oversee the implementation of the provisions of this chapter;

B. Develop and recommend design guidelines to the city council for the historic district;

C. **Prepare and maintain a survey of the historic structures within the historic district;**

D. Provide assistance to residents, property owners and business owners in relation to the provisions of this chapter;

E. Provide advisory review, upon the request of another city commission, committee, any city department, or as **directed by the city council**, of projects or programs affecting or relating to the historic district;

F. **Recommend to the city council amendments to adopted city plans or codes in furthering the purposes of this chapter**;

G. Review the design and architecture of any new structure, or alteration to any existing structures within the historic district, as further defined in this chapter;

H. Determine the **historical significance** of structures as further defined in this chapter;

I. Review applications for sign permits, **conditional use permits, variances, land divisions and mergers within the historic district;**

J. Make recommendations to the city council regarding programs and incentives to encourage and to support the preservation, maintenance, and rehabilitation of historic structures; and

K. Carry out such **other duties** relating to the historic district as may be assigned by the city council. (Ord. 890 § 2 (part), 1998)

City of Folsom

Legal Analyst

SALARY

$5,416.67 - $7,740.70 Monthly

$65,000.00 - $92,888.40 Annually

LOCATION

Folsom, CA

JOB TYPE

Full Time Permanent

JOB NUMBER

25-00039

DEPARTMENT

City Attorney's Office

OPENING DATE

06/26/2025

CLOSING DATE

7/20/2025 11:59 PM Pacific

_____

DUTIES OF THIS NEW LEGAL ANALYST:

- **Provide legal analysis for the City Attorney and Assistant City Attorney.**
- Assist in the drafting, analysis, and review of routine legal documents, contracts, and agreements, letters, memos, reports, ordinances, resolutions, and court litigation documents under attorney supervision.
- Execute filings and e-filing in the state courts; ensure accurate and timely filing of legal documents.
- Assist attorneys in preparing for court and administrative hearings, depositions, court proceedings, and other legal meetings; coordinate and schedule meetings and appointments for attorneys.
- Prepare correspondence and legal memoranda for, or as directed by, the City Attorney or other attorneys.
- Review contracts for compliance with City and legal requirements.
- Answer phone calls and emails for the City Attorney's Office.
- Manage budgetary and fiscal activities within the department.
- Answer and respond to phone calls, emails, and in-person inquiries from the public, outside counsel, and City staff.
- Act as a liaison between the City Attorney, City staff, outside counsel, and/or the public as needed to gather information or respond to inquiries.
- Perform legal research of case law and statutory law.
- Utilize computer research databases and Internet resources.
- Perform substantive research and investigation to identify and analyze relevant information, locate potential witnesses, and provide paralegal support for litigation cases including but not limited to preparation and/or coordination of discovery responses.
- Assist with the gathering of discovery documents.
- Maintain law library and electronic filing system.
- Oversee, monitor and prepare responses to Public Records Act requests.
- Oversee and/or prepare responses to subpoenas for City records, as well as coordinating witness testimony in civil and criminal cases.
- May perform administrative and/or fiscal-related duties including but not limited to preparing and processing check requests, invoices, spreadsheets, budget documents, attorney dues, seminar and conference registrations; gathering and verifying receipts; processing credit card statements; completing travel and meeting expense forms and make related travel and hotel arrangements.
- Perform investigation and coordination on issues regarding claims against the City.
- Perform related duties as assigned.

Job Bulletin

On Thursday, July 31, 2025 at 10:30:28 AM PDT, Karen Sanabria <ksanabria@folsom.ca.us> wrote:

Hello,

Please find attached the Agenda for the upcoming Historic District Commission meeting on August 6, 2025.

Thank you,

Karen Sanabria

Karen Sanabria
Community Development

City of Folsom
50 Natoma Street, Folsom, CA 95630
ksanabria@folsom.ca.us
916-461-6203

www.folsom.ca.us

Josh Kinkade

From: Karen Sanabria
Sent: Thursday, August 28, 2025 8:29 AM
Subject: FW: CHALLENGE to "HDC" claim of CEQA Exemptions and total Disregard of CA Sunshine Laws, Brown Act

Hello Commissioners,

Please see below the comment letter for Item #2 on the HDC Agenda.

Thank you,
Karen Sanabria

From: Lj Laurent <ln3rwol@gmail.com>
Sent: Wednesday, August 27, 2025 4:50 PM
To: Justin Raithel <jraithel@folsom.ca.us>; Barbara Leary <bleary@folsom.ca.us>
Cc: Karen Sanabria <ksanabria@folsom.ca.us>; Bryan Whitemyer <bwhitemyer@folsom.ca.us>; City Clerk Dept <CityClerkDept@folsom.ca.us>; Ken Cusano <kcusano@folsom.ca.us>
Subject: CHALLENGE to "HDC" claim of CEQA Exemptions and total Disregard of CA Sunshine Laws, Brown Act

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To: Justin Raithel, Barbara Leary
cc's, City Manager, City Clerk
bcc's
From: Laurie Laurent
August 27, 2025

Re: Issue & concerns, raised due to insufficient Compliance: fodder for my investigations

Context: Public Information indicates there is a CONTINUED meeting or HEARING on Revisions to Chap. 17.52.
Specific Law Sections and existing VS proposed language DO NOT APPEAR ONLINE.
While it refers to "continued discussion" of Change to 17.52, there is NO PLACE where this appear online, nor did I, nor any neighbor, receive a Public Notice, which includes the Impacted Parcel Numbers, the Scope of proposed change, Precise Wording of existing vs proposed language.
Public Record: there is, online, mention of the Prior HDC "meeting", but WHERE are the RECORDS of meeting?

NOTICE OF CEQA EXEMPTION: QUESTION, without PUBLISHING and POSTING PUBLIC NOTICES, how do residents know IF this was discussed, Where are MINUTES? Who proposed exactly WHAT, and how can city operate what actually and effectively is an improper "second plan commission" -- without FULL and open Records and operations, and Public Notices, as well as Proof of Publication?

CHALLENGES for you to consider **right now**,

based upon the LAST/Past meeting minutes NOT being conveyed to us/me, as requested Request". Suddenly, everything is different, in the DARK.

Where is PROOF of PUBLICATION for past FIRST MEETING?

Where is PROOF of NOTICE to those on record as being listed as "concerned" party wishing all HDC Notices, Publications, Minutes, Records, and PROOF of PUBLICATION is actually the FIRST PAGE of the "petitioners" Application for Change to existing LAW?

PROOF MY FORMAL Request to be on Circulation List was legally ignored, removed, or otherwise NOT HONORED.

My work should be more memorable than just dropping me off the Notice List..... One would think most historic people know my advocacy for Proper Procedure, and Legal Compliance on ALL COUNTS of higher laws, as well as city law.

"Agendas, Packets, Minutes, and Webcasts can be found on the city's website. If you would like to be added to the agenda distribution list, please e-mail the Commission Clerk, Karen Sanabria."

ITEM in question, at 2nd meeting of totally UNKNOWN nature, discussion, and Results......

Staff appears to think the entire Legal Process is exempt from CEQA, Brown Act, and other Sunshine Laws.

Do you realize this indicates someone -- maybe staff --- or maybe not --- has had this UNKNOWN REVISION to LAW, brought before the highly suspect "Folsom's Second Plan Commission."

Does anyone even know a City Engineer should Sign, Seal, and summarize Findings, and Comment on the Impacts, with hard Engineering Data on Infrastructure, water, drainage, SSS pipes, traffic and much more. Don't even dare to suggest this has to do with "affordable housing" brand new & questionable exemptions -- because THIS area has Direct impacts on Federal Waters/land. Whoever composed and has given you their Signature on it, please share it under this -- MY PRA Request to know who is responsible for this. It appears this employee's ruling is highly faulty and NOT in compliance with even latest CEQA updates. Is that why the Language proving their case -- is totally missing???

Do you believe calling it "ministerial" qualifies for an alleged CEQA exemption 2025 -- which is Highly Restrictive in itself. WHAT ARE CHANGES? Who decided on exemptions??

2. Zoning Code Update – Revisions to Chapter 17.52: Historic District and Determination that the Project is Exempt from CEQA A request from the City of Folsom Community Development Department to amend Chapter 17.52: Historic District of the Folsom Municipal Code relating to design review, sign permit review, demolition review, and the review of accessory buildings. Staff requests that the Historic District Commission make a recommendation to the City Council on the proposed changes to Chapter 17.52. Staff has determined that the proposed revisions are exempt from CEQA pursuant to Section 15061(b)(3) "Review for Exemption" of the CEQA Guidelines. (Project Planner: Josh Kinkade / Applicant: City of Folsom Community Development Department)

ONLINE INTERPRETATION after SCAN of all city Records is this:

Regarding the revisions to Chapter 17.52: Historic District, and the determination that the project is exempt from CEQA, continued from the August 6, 2025, meeting, here is an analysis based on California's zoning and environmental regulations.

CEQA exemption for historic district zoning changes

The project involves revising a zoning code, a legislative action, and has been deemed exempt from the California Environmental Quality Act (CEQA). This is **likely** based on one or more of the following exemptions:

- **Ministerial projects:** The CEQA statute exempts ministerial projects, where the public official does not exercise discretion in carrying out or approving the project. A change to the zoning code, however, is a legislative action and is generally **not considered ministerial.**
- **Common sense exemption:** The "common sense" exemption applies when it can be **seen with certainty** that an activity will not have a significant effect on the environment. This is a plausible path for a zoning code revision, particularly if the changes are seen as minor or corrective.
- **Statutory exemptions:** New state legislation has created additional exemptions related to zoning and housing. For example, recent laws allow for rezoning actions to be exempt from CEQA if they implement actions in an adopted housing element. If the historic district zoning revisions align with the city's housing element, this could be the applicable exemption.

Folsom Municipal Code, Chapter 17.52

The revisions relate to Chapter 17.52 of the Folsom Municipal Code, which governs the city's Historic District. The existing chapter defines the district's boundaries and sets standards for property development within its subareas, with the intent of preserving the city's historic "small-town atmosphere". Any revisions would likely be intended to update or clarify these standards while maintaining the historic character of the area.

Potential issues with the CEQA exemption

The decision to exempt the revisions from CEQA could be legally challenged, particularly if opponents argue that the changes could have a significant environmental effect. Grounds for challenge include:

- **Substantial adverse change to a historic resource:** A categorical CEQA exemption cannot be used for a project that may cause a substantial adverse

change to a historical resource, such as a building or district. This is a key exception to the common CEQA exemptions.

- **Cumulative impacts:** Opponents could also argue that the changes, when viewed in combination with other past or future projects in the historic district, could have a significant cumulative impact.
- **Unusual circumstances:** If there are "unusual circumstances" that create the reasonable possibility of significant environmental effects, the exemption may not be valid.
- Summary

The Historic District zoning revisions have been deemed exempt from CEQA, but the **legality of this determination could be challenged.**

Topic	Analysis
Zoning Code Update	The proposed revisions to Folsom Municipal Code Chapter 17.52, concerning the Historic District, will need to be approved and enacted by the Folsom City Council after a public hearing and deliberation.
Historic District	The revisions are intended to refine the regulations for Folsom's Historic District, likely to resolve conflicts or inconsistencies while still preserving the district's character.
CEQA Exemption	The determination that the project is exempt from CEQA may be based on a common sense exemption, or a statutory exemption related to housing and zoning.
Potential Challenge	The CEQA exemption could be legally challenged, particularly if opponents can demonstrate that the zoning changes may result in a substantial adverse change to historic resources within the district.

The continued discussion from the August 6, 2025, meeting suggests that there may have been unresolved issues or public comments related to the revisions and the CEQA determination. Additional information would be needed to provide a more specific analysis of the particular issues at hand.

If only city still sent me the requested HDC minutes, agenda, related Proofs.....
Not a good "look" staff. Why isn't City Engineer mandated by council to REVIEW every single such alteration to law, and its Significance -- especially since the "HD section" of Folsom CA FMC is highly Suspect on the face of it. CA does not permit two "plan commissions"

except under extremely limited legal definitions and Circumstance. If Folsom intends to draining directly into American River can have "different" Legal Standards, they need to be MORE RESTRICTIVE -- and not a "backdoor" for avoiding laws.

Remember EVERY alleged "city street" serving 19th century cow paths and lanes, is SUBSTANDARD. Try finding Fire Insurance for those conditions. Or avoiding total Liability for ignoring this ancient, tinder dry area.
Consider again the Liability and utter Folly of one man getting a Light Rail Road Right of Way -- where clearly SAC RT trains constitute an OBSTACLE for Fire Fighting and other Emergency Responses.
Everything about the warrenlike mess in that old area, is NOT up to Standards.

VIDEOS -- nothing corrected. Liability exposure is huge.

https://www.youtube.com/watch?v=qDiJgYLyeco

TREE ORDINANCE Violations never punished. Law never enforced.
https://www.youtube.com/watch?v=9g_g_sPYJZU
For your Attention immediately: the invasive ivy is choking the remaining section of a heritage Oak. City did NOT Fine him for illegal Mature ancient Oak removal.

https://www.youtube.com/watch?v=pIMGJnTGFMk a real mess in HD area -- with killer, no-exit potential.

Retaliation for activism in LNS Subdivision https://www.youtube.com/watch?v=bxnGqdlst4o
Of course he's still a problem. He has FPD officer abutting his ancient, noise-ordinance violating equipment. How can babies sleep with such awful Ignored violations?

https://www.youtube.com/watch?v=Q5dAkvqI4Pw city bought $3 million articulated engine just because SUTTER ST. is so dangerous and tinder-dry.

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	New Business
SUBJECT:	Water System Flow Control Facilities Rehabilitation Project (WA2302) i. Resolution No. 11465- A Resolution Authorizing the City Manager to Execute an Agreement with Abide Builders, Inc. for $1,463,825 from the Water Operating Fund (Fund 520) for Construction of the Water System Flow Control Facilities Rehabilitation Project (WA2302) ii. Resolution No. 11466 - A Resolution Authorizing the City Manager to Execute an Agreement with Inferrera Construction Management Group, Inc. for $409,268 from the Water Operating Fund (Fund 520) for Construction Management and Inspection Services for the Water System Flow Control Facilities Rehabilitation Project (WA2302) and Appropriation of Funds
FROM:	Environmental and Water Resources Department

RECOMMENDATION / CITY COUNCIL ACTION

The Environmental and Water Resources Department recommends the City Council pass and adopt the following resolutions:

i. Resolution No. 11465- A Resolution Authorizing the City Manager to Execute an Agreement with Abide Builders, Inc. for $1,463,825 from the Water Operating Fund (Fund 520) for Construction of the Water System Flow Control Facilities Rehabilitation Project (WA2302)
ii. Resolution No. 11466 - A Resolution Authorizing the City Manager to Execute an Agreement with Inferrera Construction Management Group, Inc. for $409,268 from the Water Operating Fund (Fund 520) for Construction Management and Inspection

Services for the Water System Flow Control Facilities Rehabilitation Project (WA2302) and Appropriation of Funds

BACKGROUND / ISSUE

The Environmental and Water Resources (EWR) Department identifies water infrastructure rehabilitation and replacement projects through water master plans, ongoing water condition assessment programs, and regulatory changes. Through these efforts, portions of the water system have been identified as needing rehabilitation or replacement in order to improve the water distribution system reliability.

The Water System Flow Control Facilities Rehabilitation Project involves relocating seven of the City's pressure reducing valve (PRV) stations from below-ground to above ground as well as the installation of one new PRV station within the City's water distribution system. Relocating PRV stations out of underground vaults eliminates the safety risk of confined-space entry, reduces corrosion damage, and simplifies inspection and repair tasks. The installation of the new PRV station will provide additional operational flexibility by controlling the downstream pressure in the water distribution system which helps protect the water infrastructure and improves system efficiency and redundancy.

These resolutions will authorize the City Manager to execute an agreement with Abide Builders, Inc. for construction of the Water System Flow Control Facilities Rehabilitation Project for a not-to-exceed amount of $1,333,750 including a 10% contingency in the amount of $133,075, and an agreement with Inferrera Construction Management Group, Inc. for construction management and inspection services for a not-to-exceed amount of $409,268 and appropriation of funds.

POLICY / RULE

In accordance with Chapter 2.36 of the Folsom Municipal Code, supplies, equipment, services, and construction with a value of $75,049 or greater shall be awarded by City Council.

ANALYSIS

i. Construction:

The City completed plans and specifications for the Water System Flow Control Facilities Rehabilitation Project and publicly advertised in the Sacramento Bee for bids on August 8, 2025. In addition, the City provided these documents to www.publicpurchase.com and www.virtual-bid.com, which are picked up by several area builders' exchanges, and posted information on the City of Folsom's website. The Environmental and Water Resources Department received the following bids on September 5, 2025, for construction of the Water System Flow Control Facilities Rehabilitation Project:

Contractor	Bid Amount
Abide Builders, Inc.	$1,330,750.00
T & S Construction Co., Inc.	$1,337,125.00
Soracco, Inc.	$1,348,200.00
Mozingo Construction, Inc.	$1,433,619.90
C.E. Cox Engineering, Inc.	$1,452,190.00
Doug Veerkamp General Engineering, Inc.	$1,505,180.00

Table 1: Bids received for construction of the Water System Flow Control Facilities Rehabilitation Project

The EWR department and members of the City Council received a Bid Advisory from the Foundation for Fair Contracting (FFC) on September 10, 2025, requesting that the apparent low bidder, Abide Builders, Inc. (Abide), be found non-responsible due to previous infractions and violations pertaining to payment of prevailing wage.

EWR staff worked with the city's legal department to confirm if Abide's bid was considered responsive and responsible. City staff received a list of five (5) projects of similar magnitude and conditions in the field of water systems and flow control systems within the last seven (7) years as required in the bid document's Special Provisions, as well as a signed letter from Abide's president refuting the claims by the FCC. EWR staff was notified by the City Attorney's Office that the appropriate due diligence was conducted and Abide could be considered a responsive and responsible bidder and could be awarded the contract for construction of the Water System Flow Control Facilities Rehabilitation Project.

Staff has reviewed the submitted bids and has determined that Abide Builders, Inc. is the lowest responsible and responsive bidder who meets the requirements and specifications set forth in the invitation for bids.

ii. Construction Management and Inspection:

In January 2025, the EWR Department completed a pre-qualification process for consultants for construction management services for water and wastewater projects. The firms Albat, Inferrera Construction Management (ICM) Group, Inc., and Kennedy/Jenks Consultants, Inc. were among a group of firms selected to provide these services for this type of project through this previously completed pre-qualification process.

On July 8, 2025, the City requested proposals from these consultants to provide construction management services consisting of full-time resident engineer services, full-time on-site inspection, project schedule tracking, review and/or coordination of project submittals, coordination with the other on-going City construction projects, labor compliance review, customer coordination, materials testing, and overall owner representation throughout construction of the Water System Flow Control Facilities Rehabilitation Project. On August 8, 2025, EWR received proposals from Albat, ICM Group, Inc., and Kennedy/Jenks Consultants, Inc.

Based on the scope of work assumptions described above, EWR staff calculated that a maximum of 2,300 hours of work would be required for the duration of the project. This includes inspection time during regular working hours, nightwork inspection hours, resident engineer time, and

administration support time for the project. These assumptions are based on previous City projects of similar size and scope.

The proposals were evaluated by three EWR staff members for technical evaluation prior to reviewing project costs. The proposals were reviewed and scored for project understanding, project team qualifications and experience, recent relevant project experience, and understanding of the scope of work. The technical evaluations were scored as shown in Table 2.

Consultant	EWR 1	EWR 2	EWR 3	Average
ICM Group, Inc.	75	69	78	74.0
Albat	58	56	51	55.0
Kennedy/Jenks Consultants, Inc.	55	41	37	44.3

Table 2: Consultant Technical Scores without Costs

After reviewing each proposal for project understanding, project team qualifications and experience, recent relevant project experience, and understanding of the scope of work, the proposals were reviewed for project costs.

EWR staff compared the direct hours and corresponding direct costs from each proposal for work expected to be performed by the Project Manager, Resident Engineer, Inspector (regular time), Inspector (night work), and Administration for pre-construction services, services during construction and post-construction services. These were then compared to the assumptions included in the RFP described above. The direct hours from each consultant, direct cost per hour (not including subconsultants), and total project costs are shown in Table 3.

Consultant	Fee Amount	Direct Consultant Hours	Direct Cost Per Hour Construction Phase
ICM Group, Inc.	$409,268.00	1,816	$225.37
Albat	$491,351.00	2,160	$227.52
Kennedy/Jenks Consultants, Inc.	$490,275.00	1,739	$281.93

Table 3: Consultant Direct Hours, Cost per Hour, and Total Project Costs

Table 4 shows the overall total scores including project costs based on a maximum score of 100:

Consultant	Technical Score (Avg.)	Cost Score	Total Score
Inferrera Construction Management Group, Inc.	74.0	22.0	96.0
Albat	55.0	19.9	74.9
Kennedy/Jenks Consultants, Inc.	44.3	18.0	62.3

Table 4: Consultant Overall Scoring Including Project Costs

ICM Group, Inc. was determined to provide the best value to the City based on the scope of work provided in their proposal, the project team, their expertise for this type of project, and the fee amount that aligned with the assumptions provided in the RFP.

This resolution will authorize the City Manager to execute an agreement with Inferrera Construction Management Group, Inc. for Construction Management and Inspection services for the Water System Flow Control Facilities Rehabilitation Project for a not-to-exceed amount of $409,268 and appropriation of funds.

FINANCIAL IMPACT

i. Construction:

The Environmental and Water Resources Department recommends that the contract be awarded to the lowest responsible, responsive bidder, Abide Builders, Inc. for $1,330,750 with the project budgeted for this agreement in the amount of $1,463,825 which will include a 10% contingency in the amount of $133,075.

The Water System Flow Control Facilities Rehabilitation Project (WA2302) is included in the Fiscal Year 2025-26 Capital Improvement Plan with a project budget of $2,005,000 in the Water Operating Fund (Fund 520). Sufficient funds in the amount of $1,463,825 are budgeted and available in the Water Operating Fund (Fund 520).

ii. Construction Management and Inspection:

The Water System Flow Control Facilities Rehabilitation Project (WA2302) is included in the Fiscal Year 2025-26 Capital Improvement Plan with a project budget of $2,005,000 in the Water Operating Fund (Fund 520). Current planned project costs, including design, advertisement, construction, and construction management and inspection services total approximately $2,089,211. An appropriation is therefore needed for the costs of construction management and inspection services. Staff is requesting an appropriation in the amount $84,211 in the Water Operating Fund (Fund 520) for this agreement which has sufficient funds available. The updated total project budget will be $2,089,211.

ATTACHMENTS

1. Resolution No. 11465- A Resolution Authorizing the City Manager to Execute an Agreement with Abide Builders, Inc. for $1,463,825 from the Water Operating Fund (Fund 520) for Construction of the Water System Flow Control Facilities Rehabilitation Project (WA2302)
2. Resolution No. 11466 - A Resolution Authorizing the City Manager to Execute an Agreement with Inferrera Construction Management Group, Inc. for $409,268 from the Water Operating Fund (Fund 520) for Construction Management and Inspection Services for the Water System Flow Control Facilities Rehabilitation Project (WA2302) and Appropriation of Funds
3. Water System Flow Control Facilities Project Map
4. Abide Builders, Inc. Relevant Project Experience
5. Foundation for Fair Contracting Bid Advisory
6. Abide Builders, Inc. Claim Response

Submitted,

_____

Marcus Yasutake, Director
ENVIRONMENTAL AND WATER RESOURCES DEPARTMENT

Attachment 1

RESOLUTION NO. 11465

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH ABIDE BUILDERS, INC. FOR $1,463,825 FROM THE WATER OPERATING FUND (FUND 520) FOR CONSTRUCTION OF THE WATER SYSTEM FLOW CONTROL FACILITIES REHABILITATION PROJECT (WA2302)

WHEREAS, the City has identified this project as a priority to maintain the integrity and operation of the City's water distribution system; and

WHEREAS, the rehabilitation work identified to enhance the City's water distribution system includes rehabilitating existing water distribution pressure reducing valve stations, relocating below grade pressure reducing stations to above grade, and to continue to provide reliable water service to the City; and

WHEREAS, plans and specifications were prepared for this work and publicly advertised for bids on August 8, 2025; and

WHEREAS, the City received a Bid Advisory from the Foundation for Fair Contracting (FFC), and following review of additional information, the City Attorney's Office advised that the appropriate due diligence was conducted and Abide Builders, Inc. could be considered a responsive and responsible bidder and could be awarded the contract; and

WHEREAS, Abide Builders, Inc. was the lowest responsive bidder, with an amount of $1,330,750; and

WHEREAS, on September 30, 2025, EWR Staff issued a Notice of Intent to Award to all responsive bidders of the Water System Flow Control Facilities Rehabilitation Project informing them that on October 14, 2025, at 6:30 p.m. the City Council will consider awarding construction of the Water System Flow Control Facilities Rehabilitation Project to Abide Builders, Inc.; and

WHEREAS, the Water System Flow Control Facilities Rehabilitation Project (WA2302) is included in the Fiscal Year 2025-26 Capital Improvement Plan with a project budget of $2,005,000; and

WHEREAS, sufficient funds are budgeted and available in the Water System Flow Control Facilities Rehabilitation Project budget to accommodate the cost of the agreement; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute an agreement with Abide Builders, Inc. for the Construction of the Water System Flow Control Facilities Rehabilitation Project (WA2302) for an amount of $1,330,750 with the budgeted amount to include a 10% contingency of $133,075 for a total amount not to exceed $1,463,825.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

Attachment 2

RESOLUTION NO. 11466

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH INFERRERA CONSTRUCTION MANAGEMENT GROUP, INC. FOR $409,268 FROM THE WATER OPERATING FUND (FUND 520) FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE WATER SYSTEM FLOW CONTROL FACILITIES REHABILITATION PROJECT (WA2302) AND APPROPRIATION OF FUNDS

WHEREAS, the City has identified this project as a priority to maintain the integrity and operation of the City's water distribution system; and

WHEREAS, the rehabilitation work identified to enhance the City's water distribution system includes rehabilitating existing water distribution pressure reducing valve stations, relocating below grade pressure reducing stations to above grade, and to continue to provide reliable water service to the City; and

WHEREAS, Inferrera Construction Management Group, Inc. by reason of their past experience, knowledge, and abilities for performing these types of services, are qualified to perform the required construction management and inspection services for the project; and

WHEREAS, the Water System Flow Control Facilities Rehabilitation Project (WA2302) is included in the Fiscal Year 2025-26 Capital Improvement Plan with a project budget of $2,005,000; and

WHEREAS, sufficient funds are available in the in the Water Operating Fund (Fund 520), however an appropriation in the amount of $84,211 is needed for the project, increasing the overall project budget to $2,089,211; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute an agreement with Inferrera Construction Management Group, Inc. for Construction Management and Inspection Services for the Water System Flow Control Facilities Rehabilitation Project (WA2302) for an amount of $409,268; and

BE IT FURTHER RESOLVED that the Finance Director is authorized to appropriate $84,211 in the Fiscal Year 2025-26 Water Operating Fund (Fund 520) for the Water System Flow Control Facilities Rehabilitation Project (WA2302).

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

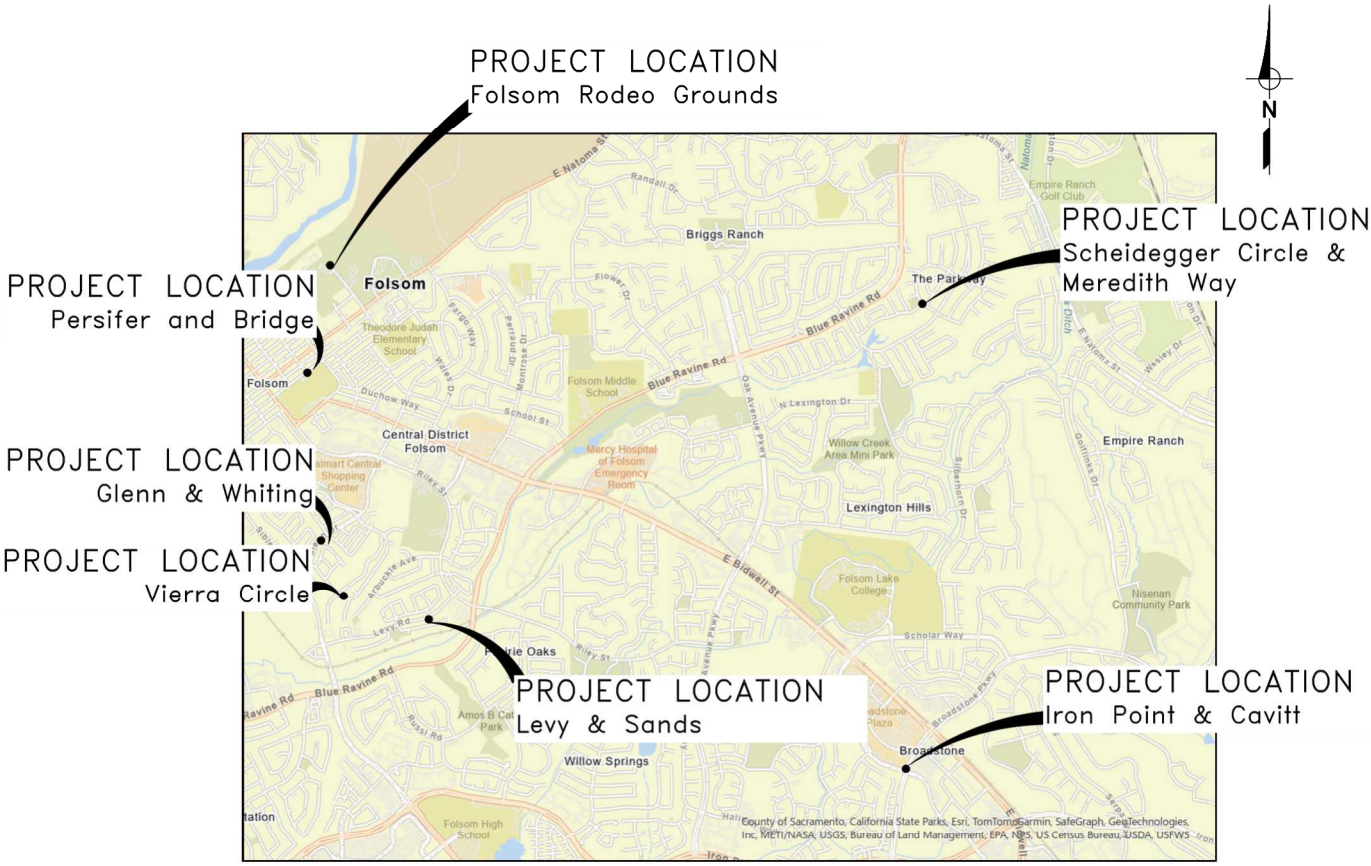
AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

Attachment 3



LOCATION MAP

NTS

Attachment 4

ABIDE
BUILDERS
INCORPORATED

825 Riversid
West Sacramento, CA 95605
Ph (916) 375-1009
Fax (916) 375-1049

List of Water Projects

- **2025-Folsom ELOP Project, $2.2 M:** Install 8” Fire line with street tie-in and (2) Hydrants
  Folsom-Cordova Unified School District: Chris Anichch, Project Manager 916-836-7522

- **2025-Central Kitchen, $3.8 M:** Install 10” Fire line with and (2) Hydrants
  Vacaville USD: Karen Zamd, Project Manager 916-553-4400

- **2025-Albert Schweitzer, $0.65 M:** Installed Water line with (4) tie-ins.
  San Juan USD: Jarad Short, Project Manager 916-698-2326

- **2023-Encina HS, $1.65 M:** Installed 6” water line with DDVC, Hydrant, PIV, FDC, Rife Riser.
  San Juan USD: Isaac White, Project Manager 916-248-6508

- **2023-Isabella Jackson, $2.45 M:** Install 8” Fire line with street tie-in and (1) Hydrants
  Eld Grove USD: Michael Bean, Project Manager 916-686-7711

- **2021-Grant Water Line, $2.54 M:** Installed 6 miles of water line, DDCVs, PIV, FDC, Hydrants.
  Twin Rivers USD: Warren Consulting Engineers, Anthony Tessano: 916-985-1870

Attachment 5

VIA EMAIL – myasutake@folsom.ca.us

September 10, 2025

Marcus Yasutake
City of Folsom
50 Natoma Street
Folsom, CA 95630

RE: BID ADVISORY

Low Bidder:	**Abide Builders, Inc.**
Awarding Agency:	**City of Folsom**
Project:	**Water System Flow Control Facilities Rehabilitation Project**
FFC Case No.:	**1786SAC**

Dear Marcus Yasutake:

The Foundation for Fair Contracting (FFC) is a nonprofit organization which has been serving the public interest since 1985. The objective of the FFC is to monitor for compliance with prevailing wage and other public contracting laws relevant to the public works construction industry to ensure a fair and level playing field for all contractors. As part of this effort, we focus on informing and educating industry stakeholders when issues are identified. Unbalanced bids raise questions in regard to performance and compliance with the rules and regulations for the payment of prevailing wages and the safety and well-being of the workforce. It further opens the question of excessive future change orders, the fairness to and rights of other bidders in the bidding process, and the intent of the competitive bidding process in general.

In deference to all bidders and in order for the public interest to best be served, please enter this formal bid advisory against the above-noted contractor as a matter of public record. We respectfully request that Abide Builders, Inc. (Abide) be found non-responsible as defined by Public Contract Code §1103 and that their bid be rejected for the following reasons:

- **ONGOING VIOLATIONS OF PREVAILING WAGE LAWS RESULTING IN WAGE THEFT**
  Abide has numerous infractions/violations which have resulted in willful circumvention of the Laws and Regulations Governing the Payment of Prevailing Wages, including, but not limited to, violations resulting in wage theft and non-compliance with apprenticeship laws. Abide has engaged in this pattern of unlawful activity on various public works prevailing wage projects. Civil Wage and Penalty Assessments have been issued to Abide by the State of California, Division of Labor Standards Enforcement (DLSE), Labor Commissioner's office. We have provided supporting documentation for your review.

  Furthermore, Abide is currently under investigation by our offices and the State of California, Division of Labor Standards Enforcement (DLSE), Labor Commissioner's office in connection with issues provided below. We have provided supporting documentation for your review.

- Misclassifications resulting in underpayments.
- Failure to comply with overtime requirements.
- Failure to comply with apprenticeship requirements.
- Failing to report all workers on certified payrolls.

- **FAILURE TO COMPLY WITH WORKFORCE DEVELOPMENT AND FORMAL APPRENTICESHIP PROGRAMS**
  Abide has not made a good faith effort to participate and invest in Local Workforce Development, nor have they participated in local hiring of workers in the community through formal and recognized pre-apprenticeship programs and formal apprenticeship programs for specific apprenticeable crafts. They have failed to request, employ, train, and pay the proper prevailing wages to apprentices.

Please contact our office with questions, comments, or clarifications.

Sincerely,

Jesse Jimenez
Executive Director

Case: 1786SAC

cc: Awarding Agency – Mayor and City Councilmembers
Sarah Aquino – Email: saquino@folsom.ca.us
Justin Raithel – Email: jraithel@folsom.ca.us
Mike Kozlowski – Email: mkozlowski@folsom.ca.us
Barbara Leary – Email: bleary@folsom.ca.us
Anna Rohrbough – Email: annar@folsom.ca.us

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
320 W Fourth Street, Suite 450
Los Angeles, CA 90013
TEL: 510-507-9302
EMAIL: acampos@dir.ca.gov

Gavin Newsom, Governor

1646SAC

DATE:
July 29, 2025

In Reply Refer to Case No:
40-81163-864

NOTICE OF COMPLAINT CLOSED

Project Name	Project No.
Isabelle Jackson Elementary School, Asphalt Upgrades	468076
Prime Contractor Abide Builders, Inc.	
Subcontractor	

The complaint against the above-named contractor(s) is being closed for the following reason(s):

[X] Subject firm has satisfactorily paid all prevailing wages and/or penalties found due.

[ ] The statute of limitations for the Labor Commissioner to prosecute California Public Work Law (Labor Code sections 1720 through 1861) has expired. Information for claimant please note: There are other legal claims which you may still pursue even though the statute of limitations has expired for the Labor Commissioner to enforce the public work provisions of the Labor Code. You may want to review the California Court of Appeals decision in the case of Tippett v Terich (1995), 37 Cal.App.4th 1517, 44Cal.Rptr.2d 862 and/or consult with an attorney to determine if you may pursue any of the legal actions discussed in the Tippett v Terich decision.

[ ] There is insufficient evidence to confirm California Public Work Law was violated.

[ ] Subject firm was not within the jurisdiction of California Public Work Law on this project.

[ ] Other: CWPA AND COLLECTION: $800.00

STATE LABOR COMMISSIONER

By Ana Campos
Ana Campos
Deputy Labor Commissioner

PW 22 (Revised - 4/2002)

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
464 W Fourth Street, Room 348
San Bernardino, CA 92401
TEL: 909-743-9502
EMAIL: Aalmanza@dir.ca.gov

Gavin Newsom, G

Foundation for Fair Contracting
3807 Pasadena Ave, Suite 150
Sacramento, CA 95821
Mario Rodriguez- rodriguez@ffccalifornia.com

RECEIVED
JUL 14 2025
Foundation for Fair Contracting

DATE
July 8, 2025

In Reply Refer to Case No.
40-81221-872

NOTICE OF COMPLAINT CLOSED

Project Name	Project No.
Abide Builders, Castori ES-Kindergarten Play Area	426591
Prime Contractor Abide Builders, Inc.	1651 SAC
Subcontractor	

The complaint against the above-named contractor(s) is being closed for the following reason(s):

[X] Subject firm has satisfactorily paid all prevailing wages and/or penalties found due.

[ ] The statute of limitations for the Labor Commissioner to prosecute California Public Work Law (Labor Code sections 1720 through 1861) has expired. Information for claimant please note: There are other legal claims which you may still pursue even though the statute of limitations has expired for the Labor Commissioner to enforce the public work provisions of the Labor Code. You may want to review the California Court of Appeals decision in the case of Tippett v Terich (1995), 37 Cal.App.4th 1517, 44Cal.Rptr.2d 862 and/or consult with an attorney to determine if you may pursue any of the legal actions discussed in the Tippett v Terich decision.

[ ] There is insufficient evidence to confirm California Public Work Law was violated.

[ ] Subject firm was not within the jurisdiction of California Public Work Law on this project.

[ ] Other: _____

COLLECTION
$13,970.13

STATE LABOR COMMISSIONER

By A. Almanza
Antonio Almanza
Deputy Labor Commissioner I

PW 22 (Revised - 4/2002)

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
Bureau of Field Enforcement- Public Works
TEL: 909-743-9502
Aalmanza@dir.ca.gov

Gavin Newsom, Governor

DATE:
November 12, 2024

In Reply Refer to Case No:
40-81221

CIVIL WAGE AND PENALTY ASSESSMENT

Awarding Body Twin Rivers Unified School District eff 6-18-18	Work Performed in County of Sacramento County		
Project Name Abide Builders, Castori ES-Kindergarten Play Area	Project No. 096-22-610	Bond No.	DIR Project ID No. 426591
Prime Contractor ABIDE BUILDERS, INC., a California corporation	CSLB License No. 891745	Contractor Registration (PWCR) No. 1000003318	
Subcontractor(s)	CSLB License No.	Contractor Registration (PWCR) No.	
Second or Third-tier Subcontractor, if applicable	CSLB License No.	Contractor Registration (PWCR) No.	

After an investigation concerning the payment of wages to workers employed in the execution of the contract for the above-named public works project, compliance with the apprenticeship standards found in Labor Code section 1777.5, compliance with the registration requirements set forth in Labor Code section 1725.5, compliance with the electronic submission of payroll records requirement set forth in Labor Code Section 1771.4, or compliance with the skilled and trained work force requirements found in Chapter 2.9 (commencing with Section 2600) of Part 1 of Division 2 of the Public Contract Code the Labor Commissioner has determined that violations of the Labor Code or Public Contracts Code have been committed by the contractor or subcontractor(s) identified above.

In accordance with Labor Code section 1741, the Labor Commissioner hereby issues this Civil Wage and Penalty Assessment.

TOTAL ASSESSMENT: $13,970.13

The nature of the violations of the Labor Code and the basis for the assessment are as follows:
Wage Violations: Abide Builders, Inc. failed to pay required prevailing wage rate to Operator Engineers workers per Labor Code §§1771 and 1774.

The attached Audit Summary further details the basis for this Assessment and itemizes the calculation of wages and penalties due under Labor Code sections 1775 and 1813, if applicable.

The Labor Commissioner has determined the total amount of **wages** due is:	$1,170.13
The Labor Commissioner has determined the total amount of **training fund** due is:	$0.00
The Labor Commissioner has determined the amount of penalties assessed under Labor Code section **1775** is:	$12,800.00
The Labor Commissioner has determined the amount of penalties assessed under Labor Code section **1813** is:	$0.00

STATE LABOR COMMISSIONER

By *A. Almanza*
Antonio Almanza
Deputy Labor Commissioner I

PW 33 (Revised - 4.20.23)

(continued on next page)

assessment is being contested. In accordance with Labor Code section 1742, the contractor or subcontractor shall be provided an opportunity to review evidence to be utilized by the Labor Commissioner at the hearing within 20 days of the Labor Commissioner's receipt of the written Request for Review.

Failure by a contractor or subcontractor to submit a timely Request for Review will result in a final order which shall be binding on the contractor and subcontractor, and which shall also be binding, with respect to the amount due, on a bonding company issuing a bond that secures the payment of wages and a surety on a bond. Labor Code section 1743.

In accordance with Labor Code section 1742(d), a certified copy of a final order may be filed by the Labor Commissioner in the office of the clerk of the superior court in any county in which the affected contractor or subcontractor has property or has or had a place of business. The clerk, immediately upon the filing, shall enter judgment for the State against the person assessed in the amount shown on the certified order.

Payment of Civil Wage and Penalty Assessment

Payment of the assessed wages and/or penalties, including interest on all due and unpaid wages pursuant to Labor Code section 1741(b), must be made by check or money order payable to the Division of Labor Standards Enforcement and mailed to the following address along with a copy of this Civil Wage and Penalty Assessment:

State of California - Department of Industrial Relations
Division of Labor Standards Enforcement - Cashiering Unit
2031 Howe Avenue, Suite 100
Sacramento, CA 95825-0196

(Please DO NOT send check for escrow deposit to this address)

Opportunity for Settlement Meeting

In accordance with Labor Code section 1742.1(c), the Labor Commissioner shall, upon receipt of a request from the affected contractor or subcontractor within 30 days following the service of this Civil Wage and Penalty Assessment, afford the contractor or subcontractor the opportunity to meet with the Labor Commissioner or his or her designee to attempt to settle a dispute regarding the assessment. The settlement meeting may be held in person or by telephone and shall take place before the expiration of the 60-day period for seeking a hearing as set forth under the heading Notice of Right to Obtain Review. No evidence of anything said or any admission made for the purpose of, in the course of, or pursuant to, the settlement meeting is admissible or subject to discovery in any administrative or civil proceeding. This opportunity to timely request an informal settlement meeting is in addition to the right to obtain a formal hearing, and a settlement meeting may be requested even if a written Request for Review has already been made.

Requesting a settlement meeting, however, does not extend the 60-day period during which a formal hearing may be requested.

A written request to meet with the Labor Commissioner or his or her designee to attempt to settle a dispute regarding this assessment must be transmitted to **Antonio Almanza** at the following address:

State of California - Department of Industrial Relations
Division of Labor Standards Enforcement - Public Works Unit

PO BOX 32889
Long Beach, CA 90832

(Please DO NOT send request for review to this address)

(continued on next page)

Liquidated Damages

In accordance with Labor Code section 1742.1(a), after 60 days following the service of this Civil Wage and Penalty Assessment, the affected contractor, subcontractor, and surety on a bond or bonds issued to secure the payment of wages covered by the assessment shall be liable for liquidated damages in an amount equal to the wages, or portion that still remain unpaid. If the assessment subsequently is overturned or modified after administrative or judicial review, liquidated damages shall be payable only on the wages found to be due and

due the subcontractor and transfer the money to the awarding body to satisfy this assessment:

Wages Due:	$1,170.13
Training Funds Due:	$0.00
Penalties Due Under Labor Code section 1775:	$12,800.00
Penalties Due Under Labor Code section 1813:	$0.00
Penalties Due Under Labor Code section 1777.7:	$0.00
Penalties Due Under Labor Code section 1776(h):	$0.00
Penalties Due Under Labor Code section 1771.1:	$0.00
Penalties Due Under Labor Code section 1771.4	$0.00
Penalties Due Under Public Contract Code section 2603:	$0.00
Total Withholding Amount:	**$ 13,970.13**

Distribution: Awarding Body, Surety(s) on Bond, Prime Contractor, Subcontractor(s)

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
Bureau of Field Enforcement- Public Works
TEL: (916) 518-2432
laltamirano@dir.ca.gov

RECEIVED
AUG - 5 2024
Foundation for Fair Contracting

Gavin Newsom, Governor

DATE:
July 31, 2024

In Reply Refer to Case No:
40-74888-865

CIVIL WAGE AND PENALTY ASSESSMENT

1432 SAC

Awarding Body City of Roseville - Parks, Recreation & Libraries Department	Work Performed in County of Placer		
Project Name Four Corners Park	Project No. 500042/9008694	Bond No.	DIR Project ID No. 386547
Prime Contractor ABIDE BUILDERS, INC., a California Corporation	CSLB License No. 891745	Contractor Registration (PWCR) No. 1000003318	
Subcontractor(s) 0	CSLB License No. 0	Contractor Registration (PWCR) No. 0	
Second or Third-tier Subcontractor, if applicable	CSLB License No.	Contractor Registration (PWCR) No.	

After an investigation concerning the payment of wages to workers employed in the execution of the contract for the above-named public works project, compliance with the apprenticeship standards found in Labor Code section 1777.5, compliance with the registration requirements set forth in Labor Code section 1725.5, compliance with the electronic submission of payroll records requirement set forth in Labor Code Section 1771.4, or compliance with the skilled and trained work force requirements found in Chapter 2.9 (commencing with Section 2600) of Part 1 of Division 2 of the Public Contract Code the Labor Commissioner has determined that violations of the Labor Code or Public Contracts Code have been committed by the contractor or subcontractor(s) identified above.

In accordance with Labor Code section 1741, the Labor Commissioner hereby issues this Civil Wage and Penalty Assessment.

TOTAL ASSESSMENT: $432,137.87

The nature of the violations of the Labor Code and the basis for the assessment are as follows:

Wage Violations: Violated Labor Code Section 1774 for failure to pay the required prevailing wage rate to workers employed in the execution of this public works contract. In addition, workers were misclassified, and wages (OT, Holiday and fringe benefits) were underpaid.

Pursuant to Labor Code section 1775, penalties are assessed and approved by the senior deputy at $100 per violation.

The attached Audit Summary further details the basis for this Assessment and itemizes the calculation of wages and penalties due under Labor Code sections 1775 and 1813, if applicable.

The Labor Commissioner has determined the total amount of **wages** due is:	$349,812.87
The Labor Commissioner has determined the total amount of **training fund** due is:	$0.00
The Labor Commissioner has determined the amount of penalties assessed under Labor Code section **1775** is:	$80,500.00
The Labor Commissioner has determined the amount of penalties assessed under Labor Code section **1813** is:	$1,825.00

STATE LABOR COMMISSIONER
By Leticia Altamirano
Leticia Altamirano
Deputy Labor Commissioner I

PW 33 (Revised - 4.20.23)

(continued on next page)

Apprenticeship Violations:

The Labor Commissioner has determined the amount of penalties assessed under Labor Code section **1777.7** is: $0.00

Labor Code Section 1776 Violations:

The Labor Commissioner has determined the amount of penalties assessed under Labor Code section **1776(h)** against $0.00

The Labor Commissioner has determined the amount of penalties assessed under Labor Code section **1771.1** against

General contractor	$0.00
Subcontractor	$0.00
Second-tier subcontractor	$0.00
Third-tier subcontractor, if applicable	$0.00

The Labor Commissioner has determined the total amount of penalties assessed under Chapter 2.9 (commencing section 2600) Part 1 of Division 2 of the Public Contract Code is: $0.00

Other Violations:

Other Penalties:
The Labor Commissioner has determined the amount of penalties assessed under Labor Code section 1771.4 $0.00

Please refer to page 4 for specific withholding obligations pertaining to these amounts.

Notice of Right to Obtain Review - Formal Hearing

In accordance with Labor Code section 1742, an affected contractor or subcontractor may obtain review of this Civil Wage and Penalty Assessment by transmitting a written request to the office of the Labor Commissioner that appears below within 60 days after service of the assessment.

To obtain a hearing, a written Request for Review must be transmitted to the following address:

Labor Commissioner - State of California
Civil Wage and Penalty Assessment Review Office
PO BOX 255809
2801 Arden Way
Sacramento, CA 95825

(continued on next page)

A Request for Review either shall clearly identify the Civil Wage and Penalty Assessment from which review is sought, including the date of the assessment, or it shall include a copy of the assessment as an attachment, and shall also set forth the basis upon which the assessment is being contested. In accordance with Labor Code section 1742, the contractor or subcontractor shall be provided an opportunity to review evidence to be utilized by the Labor Commissioner at the hearing within 20 days of the Labor Commissioner's receipt of the written Request for Review.

Failure by a contractor or subcontractor to submit a timely Request for Review will result in a final order which shall be binding on the contractor and subcontractor, and which shall also be binding, with respect to the amount due, on a bonding company issuing a bond that secures the payment of wages and a surety on a bond. Labor Code section 1743.

In accordance with Labor Code section 1742(d), a certified copy of a final order may be filed by the Labor Commissioner in the office of the clerk of the superior court in any county in which the affected contractor or subcontractor has property or has or had a place of business. The clerk, immediately upon the filing, shall enter judgment for the State against the person assessed in the amount shown on the certified order.

Payment of Civil Wage and Penalty Assessment

Payment of the assessed wages and/or penalties, including interest on all due and unpaid wages pursuant to Labor Code section 1741(b), must be made by check or money order payable to the Division of Labor Standards Enforcement and mailed to the following address along with a copy of this Civil Wage and Penalty Assessment:

State of California - Department of Industrial Relations
Division of Labor Standards Enforcement - Cashiering Unit
Attn: **Case No. 40-74888-865**
2031 Howe Avenue, Suite 100
Sacramento, CA 95825-0196

(Please DO NOT send check for escrow deposit to this address)

Opportunity for Settlement Meeting

In accordance with Labor Code section 1742.1(c), the Labor Commissioner shall, upon receipt of a request from the affected contractor or subcontractor within 30 days following the service of this Civil Wage and Penalty Assessment, afford the contractor or subcontractor the opportunity to meet with the Labor Commissioner or his or her designee to attempt to settle a dispute regarding the assessment. The settlement meeting may be held in person or by telephone and shall take place before the expiration of the 60-day period for seeking a hearing as set forth under the heading Notice of Right to Obtain Review. No evidence of anything said or any admission made for the purpose of, in the course of, or pursuant to, the settlement meeting is admissible or subject to discovery in any administrative or civil proceeding. This opportunity to timely request an informal settlement meeting is in addition to the right to obtain a formal hearing, and a settlement meeting may be requested even if a written Request for Review has already been made.

Requesting a settlement meeting, however, does not extend the 60-day period during which a formal hearing may be requested.

A written request to meet with the Labor Commissioner or his or her designee to attempt to settle a dispute regarding this assessment must be transmitted to **Leticia Altamirano** at the following address:

State of California - Department of Industrial Relations
Division of Labor Standards Enforcement - Public Works Unit
PO BOX 255809
2801 Arden Way
Sacramento, CA 95825

(Please DO NOT send request for review to this address)

(continued on next page)

Liquidated Damages

In accordance with Labor Code section 1742.1(a), after 60 days following the service of this Civil Wage and Penalty Assessment, the affected contractor, subcontractor, and surety on a bond or bonds issued to secure the payment of wages covered by the assessment shall be liable for liquidated damages in an amount equal to the wages, or portion that still remain unpaid. If the assessment subsequently is overturned or modified after administrative or judicial review, liquidated damages shall be payable only on the wages found to be due and unpaid.

Notwithstanding the above, in accordance with Labor Code section 1742.1(b), there shall be no liability for liquidated damages if the full amount of the assessment or notice, including penalties, has been deposited with the Department of Industrial Relations, within 60 days following service of the Assessment or Notice, for the Department to hold in escrow pending administrative and judicial review. The Department shall release such funds, plus any interest earned, at the conclusion of all administrative and judicial review to the persons and entities who are found to be entitled to such funds.

The full amount of the assessment that should be deposited is: **$432,137.87**

Deposits must be made by check or money order payable to the Department of Industrial Relations with a cover letter and a copy of the Civil Wage and Penalty Assessment and mailed to:

Department of Industrial Relations
Attention Cashiering Unit
Case No.: **40-74888-865**
P.O. Box 420603
San Francisco, CA 94142

Statutory Withholding Obligations

1. Awarding Body Withholding Obligations:

In accordance with Labor Code section 1727(a), before making payments to the contractor of money due under a contract for public work, the awarding body shall withhold and retain therefrom all amounts required to satisfy this Civil Wage and Penalty Assessment. The amount required to satisfy this Civil Wage and Penalty Assessment shall not be disbursed by the awarding body until receipt of a final order that is no longer subject to judicial review.

The amount which must be withheld and retained by the awarding body pursuant to this Civil Wage and Penalty Assessment is:

Wages Due:	$349,812.87
Training Funds Due:	$0.00
Penalties Due Under Labor Code section 1775:	$80,500.00
Penalties Due Under Labor Code section 1813:	$1,825.00
Penalties Due Under Labor Code section 1777.7:	$0.00
Penalties Due Under Labor Code section 1776(h):	$0.00
Penalties Due Under Labor Code section 1771.1:	$0.00
Penalties Due Under Labor Code section 1771.4	$0.00
Penalties Due Under Public Contract Code section 2603:	$0.00
Total Withholding Amount:	**$432,137.87**

(continued on next page)

2. Prime Contractor Withholding Obligations:
In accordance with Labor Code section 1727(b), if the awarding body has not retained sufficient money under the contract to satisfy this Civil Wage and Penalty Assessment based on a subcontractor's violations, the contractor shall, upon the request of the Labor Commissioner, withhold sufficient money due the subcontractor under the contract to satisfy the assessment and transfer the money to the awarding body. This amount shall not be disbursed by the awarding body until receipt of a final order that is no longer subject to judicial review.

[X] **If this box is checked,** the Labor Commissioner hereby requests that the prime contractor withhold the following amount from money due the subcontractor and transfer the money to the awarding body to satisfy this assessment:

Wages Due:	$349,812.87
Training Funds Due:	$0.00
Penalties Due Under Labor Code section 1775:	$80,500.00
Penalties Due Under Labor Code section 1813:	$1,825.00
Penalties Due Under Labor Code section 1777.7:	$0.00
Penalties Due Under Labor Code section 1776(h):	$0.00
Penalties Due Under Labor Code section 1771.1:	$0.00
Penalties Due Under Labor Code section 1771.4	$0.00
Penalties Due Under Public Contract Code section 2603:	$0.00
Total Withholding Amount:	**$432,137.87**

Distribution: Awarding Body, Surety(s) on Bond, Prime Contractor, Subcontractor(s)

STATE OF CALIFORNIA
DEPARTMENT OF INDUSTRIAL RELATIONS - DIVISION OF LABOR STANDARDS ENFORC

CERTIFICATION OF SERVICE BY MAIL
(C.C.P. 1013a) OR CERTIFIED MAIL

I, Leticia Altamirano, do hereby certify that I am a resident of or employed in the County of Sacramento, over 18 years of age, and not a party to the within action, and that I am employed at and my business address is:

Division of Labor Standards Enforcement
Bureau of Field Enforcement
2031 Howe Avenue, Suite #100
Sacramento, CA 95825

On July 31, 2024, I served the within: (1) Civil Wage and Penalty Assessment

by placing a true copy thereof in an envelope addressed as follows:

City of Roseville - Parks, Recreation & Libraries Department 311 Vernon Street Roseville, CA 95678 Attn: Jason Shykowski, Public Works Director	ABIDE BUILDERS, INC., a California Corporation 825 RIVERSIDE PKWY STE 120 WEST SACRAMENTO, CA 95605 Attn: Mr. Philip Joseph Pizzo	FFC 3807 Pasadena Ave., Ste 150 Sacramento, CA95821 Attn: Mario Rodriguez

and then sealing the envelope and with postage and certified mail fees (if applicable) thereon fully prepaid, and then depositing it in the United States mail in Sacramento by:

- [X] Ordinary first class mail
- [X] Certified mail
- [ ] Registered mail

I certify under penalty of perjury that the foregoing is true and correct

Executed on July 31, 2024, at Sacramento, County of Sacramento, California

Leticia Altamirano
SIGNATURE

STATE CASE NO.
40-74888-865

PW 34 (Revised - 4/2002)

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
Bureau of Field Enforcement- Public Works

broberts@dir.ca.gov
TEL: (916) 263-8853 FAX: (916) 263-2906

Edmund G. Brown Jr., Governor

RECEIVED
JUN 15 2018
Foundation for Fair Contracting

DATE: June 14, 2018

12175AC

In Reply Refer to Case No: 40-55998

CIVIL WAGE AND PENALTY ASSESSMENT

Awarding Body City Of Sacramento - Parks & Recreation	Work Performed in County of Sacramento
Project Name Valley Hi Park Improvements	Project No. L19101000
Prime Contractor Abide Builders, Inc., a California Corporation	
Subcontractor Abide Builders, Inc., a California Corporation	

After an investigation concerning either the payment of wages to workers employed in the execution of the contract for the above-named public works project or compliance with the apprenticeship standards found in Labor Code section 1777.5, or both, the Division of Labor Standards Enforcement (the "Division") has determined that violations of the California Labor Code have been committed by the contractor and/or subcontractor identified above. In accordance with Labor Code section 1741, the Division hereby issues this Civil Wage and Penalty Assessment.

The nature of the violations of the Labor Code and the basis for the assessment are as follows:

Wage Violations: Violation of Labor Code Section 1774 for failure to pay prevailing wage pursuant to determination Cement Mason NC-23-203-1-2016-1; Laborer Area 2 Group 1 NC-23-102-1-2015-2; Operating Engineer Landscape II NC-63-3-75--2016-1; misclassification of worker; failure to pay training fund contributions for all utilized classifications. Pursuant to Labor Code Section 1775, penalty is assessed at $80 per violation.

Apprenticeship Violations: Violation of Labor Code Section 1777.5 for failure to submit Public Works Contract Award Information form DAS 140 and Request for Dispatch of An Apprentice form DAS 142 to all DAS approved apprenticeship programs; and failure to employ apprentices in compliance with apprentice to journeyman ratio for Laborer, Cement Mason and Iron Worker classifications, Alameda County. Pursuant to Labor Code Section 1777.7, penalty is assessed at $40 per violation.

The attached Audit Summary further details the basis for this Assessment and itemizes the calculation of wages and penalties due under Labor Code sections 1775 and 1813.

The Division has determined that the total amount of wages due is: $18,693.45

The Division has determined that the total amount of penalties assessed under Labor Code sections 1775 and 1813 is: $14,720.00

The Division has determined that the amount of penalties assessed under Labor Code section 1777.7 is: $1,360.00

The Division has determined that the amount of penalties assessed under Labor Code section 1776 against is: $0.00

Please refer to page 5 for specific withholding obligations pertaining to these amounts.

STATE LABOR COMMISSIONER

By _____
Breanna Roberts
Industrial Relations Representative

PW 33 (Revised - 7/2013)

Notice of Right to Obtain Review - Formal Hearing

In accordance with Labor Code Section 1742, an affected contractor or subcontractor may obtain review of this Civil Wage and Penalty Assessment by transmitting a written request to the office of the Labor Commissioner that appears below within 60 days after service of the assessment.
To obtain a hearing, a written Request for Review must be transmitted to the following address:

State of California - Labor Commissioner
Civil Wage and Penalty Assessment Review Office
PO Box 255809
2801 Arden Way
Sacramento, CA 95825

A Request for Review either shall clearly identify the Civil Wage and Penalty Assessment from which review is sought, including the date of the assessment, or it shall include a copy of the assessment as an attachment, and shall also set forth the basis upon which the assessment is being contested. In accordance with Labor Code section 1742, the contractor or subcontractor shall be provided an opportunity to review evidence to be utilized by the Labor Commissioner at the hearing within 20 days of the Labor Commissioner's receipt of the written Request for Review.

Failure by a contractor or subcontractor to submit a timely Request for Review will result in a final order which shall be binding on the contractor and subcontractor, and which shall also be binding, with respect to the amount due, on a bonding company issuing a bond that secures the payment of wages and a surety on a bond. Labor Code section 1743.

In accordance with Labor Code section 1742(d), a certified copy of a final order may be filed by the Labor Commissioner in the office of the clerk of the superior court in any county in which the affected contractor or subcontractor has property or has or had a place of business. The clerk, immediately upon the filing, shall enter judgment for the State against the person assessed in the amount shown on the certified order.

(continued on next page)

Opportunity for Settlement Meeting

In accordance with Labor Code section 1742.1(c), the Labor Commissioner shall, upon receipt of a request from the affected contractor or subcontractor within 30 days following the service of this Civil Wage and Penalty Assessment, afford the contractor or subcontractor the opportunity to meet with the Labor Commissioner or his or her designee to attempt to settle a dispute regarding the assessment. The settlement meeting may be held in person or by telephone and shall take place before the expiration of the 60-day period for seeking a hearing as set forth above under the heading Notice of Right to Obtain Review. No evidence of anything said or any admission made for the purpose of, in the course of, or pursuant to, the settlement meeting is admissible or subject to discovery in any administrative or civil proceeding. This opportunity to timely request an informal settlement meeting is in addition to the right to obtain a formal hearing, and a settlement meeting may be requested even if a written Request for Review has already been made.

Requesting a settlement meeting, however, does not extend the 60-day period during which a formal hearing may be requested.

A written request to meet with the Labor Commissioner or his or her designee to attempt to settle a dispute regarding this assessment must be transmitted to Breanna Roberts at the following address:

State of California - Department of Industrial Relations
Division of Labor Standards Enforcement - Public Works Unit
2031 Howe Avenue, Suite #100
Sacramento, CA 95825

Payment of Civil Wage and Penalty Assessment

Payment of the assessed wages and/or penalties must be made by check or money order payable to the Division of Labor Standards Enforcement and mailed to the following address along with a copy of this Civil Wage and Penalty Assessment:

State of California - Department of Industrial Relations
Division of Labor Standards Enforcement - Cashiering Unit
2031 Howe Avenue, Suite #100
Sacramento, CA 95825

(continued on next page)

Liquidated Damages

In accordance with Labor Code section 1742.1(a), after 60 days following the service of this Civil Wage and Penalty Assessment, the affected contractor, subcontractor, and surety on a bond or bonds issued to secure the payment of wages covered by the assessment shall be liable for liquidated damages in an amount equal to the wages, or portion that still remain unpaid. If the assessment subsequently is overturned or modified after administrative or judicial review, liquidated damages shall be payable only on the wages found to be due and unpaid. If the contractor or subcontractor demonstrates to the satisfaction of the Director of the Department of Industrial Relations that he or she had substantial grounds for believing the assessment or notice to be an error, the Director shall waive payment of the liquidated damages.

Notwithstanding the above, in accordance with Labor Code 1742.1(b), there shall be no liability for liquidated damages if the full amount of the assessment or notice, including penalties, has been deposited with the Department of Industrial Relations, within 60 days following service of the Assessment or Notice, for the Department to hold in escrow pending administrative and judicial review. The Department shall release such funds, plus any interest earned, at the conclusion of all administrative and judicial review to the persons and entities who are found to be entitled to such funds.

Deposits must be made by check or money order payable to the Department of Industrial Relations with a letter and a copy of the Civil Wage and Penalty Assessment and mailed to:

State of California - Department of Industrial Relations
Division of Labor Standards Enforcement - Cashiering Unit
P.O. Box 420603
San Francisco, CA 94142

The Amount of Liquidated Damages Available Under this Assessment is: $18,693.45

(continued on next page)

Statutory Withholding Obligations

1. Awarding Body Withholding Obligations

In accordance with Labor Code section 1727(a), before making payments to the contractor of money due under a contract for public work, the awarding body shall withhold and retain therefrom all amounts required to satisfy this Civil Wage and Penalty Assessment. The amount required to satisfy this Civil Wage and Penalty Assessment shall not be disbursed by the awarding body until receipt of a final order that is no longer subject to judicial review.

The amount which must be withheld and retained by the awarding body pursuant to this Civil Wage and Penalty Assessment is:

Wages Due:	$18,693.45
Penalties Due Under Labor Code sections 1775 and 1813:	$14,720.00
Penalties Due Under Labor Code section 1777.7:	$1,360.00
Penalties Due Under Labor Code sections 1776:	$0.00
Total Withholding Amount:	**$34,773.45**

2. Prime Contractor Withholding Obligations:

In accordance with Labor Code section 1727(b), if the awarding body has not retained sufficient money under the contract to satisfy this Civil Wage and Penalty Assessment based on a subcontractor's violations, the contractor shall, upon the request of the Labor Commissioner, withhold sufficient money due the subcontractor under the contract to satisfy the assessment and transfer the money to the awarding body. This amount shall not be disbursed by the awarding body until receipt of a final order that is no longer subject to judicial review.

[X] **If this box is checked,** the Labor Commissioner hereby requests that the prime contractor withhold the following amount from money due the subcontractor and transfer the money to the awarding body to satisfy this assessment:

Wages Due:	$18,693.45
Penalties Due Under Labor Code sections 1775 and 1813:	$14,720.00
Penalties Due Under Labor Code section 1777.7:	$1,360.00
Penalties Due Under Labor Code sections 1776:	$0.00
Total Withholding Amount:	**$34,773.45**

Distribution:

Awarding Body
Surety(s) on Bond
Prime Contractor
Subcontractor

STATE OF CALIFORNIA
DEPARTMENT OF INDUSTRIAL RELATIONS - DIVISION OF LABOR STANDARDS ENFORCEMENT

CERTIFICATION OF SERVICE BY MAIL
(C.C.P. 1013a) OR CERTIFIED MAIL

I, Breanna Roberts, do hereby certify that I am a resident of or employed in the County of Sacramento, over 18 years of age, and not a party to the within action, and that I am employed at and my business address is:

Division of Labor Standards Enforcement
Bureau of Field Enforcement
2031 Howe Ave. Suite 100
Sacramento, CA. 95825

On June 14, 2018, I served the within: (1) Civil Wage and Penalty Assessment

by placing a true copy thereof in an envelope addressed as follows:

City Of Sacramento - Parks & Recreation 915 I Street, 3rd Flr. Sacramento, CA 95814 Kirsten Wise	Indemnity Company of California 516 Gibson Dr., Ste. 240 Roseville, CA 95675 Warren G. Bender
Abide Builders, Inc., a California Corporation 825 Riverside Parkway, Ste.120 West Sacramento, CA 95605 Philip Pizzo	

and then sealing the envelope and with postage and certified mail fees (if applicable) thereon fully prepaid, and then depositing it in the United States mail in Sacramento by:

- [X] Ordinary first class mail
- [X] Certified mail
- [ ] Registered mail

I certify under penalty of perjury that the foregoing is true and correct

Executed on June 14, 2018, at Sacramento, County of Sacramento, California

SIGNATURE

STATE CASE NO.
40-55998

PW 34 (Revised - 4/2002)

[This page intentionally left blank]

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
Bureau of Field Enforcement- Public Works
1515 Clay St., Suite 1190
Oakland, CA 94612-1440
TEL: 510-926-1371 EMAIL: jdayao@dir.ca.gov

Gavin

FFC
3807 PASADENA AVE STE 150
SACRAMENTO CA 95821

1764SAC

DATE:
August 26, 2025

In Reply Refer to Case No:
40-85424-332

CASE ASSIGNMENT LETTER

Project Name	Awarding Body	Project No.	DIR Project ID
Weber Park Renovation	City of Roseville - Parks, Recreation & Libraries Department	0	20240330739

Prime Contractor
Abide Builders, Inc., a California corporation

Subcontractor

Please be advised that I have been assigned to investigate your complaint against the above named contractor.

Any additional information should be directed to my attention, in writing. Please reference the case number on all correspondence.

You will be kept advised of the progress of this investigation as needed and of the final disposition in this matter.

RECEIVED
AUG 29 2025
Foundation for Fair Contracting

STATE LABOR COMMISSIONER

By Johnny Dayao
Johnny Dayao
Deputy Labor Commissioner

PW 4 (Revised 6/2021)

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
Bureau of Field Enforcement- Public Works
2031 Howe Ave. Ste 100
Sacramento, CA 95825-0196
TEL: 916-263-3305 EMAIL: srust@dir.ca.gov

Gavin

FOUNDATION FOR FAIR CONTRACTING
3807 PASADENA AVE SUITE 150
SACRAMENTO CA 95821

1611 SAC

DATE:
April 29, 2025

In Reply Refer to Case No.
40-84579-678

CASE ASSIGNMENT LETTER

Project Name	Awarding Body	Project No.	DIR Project ID
3019651 BID 23000R CRC BEACH VOLLEYBALL	LOS RIOS COMMUNITY COLLEGE DISTRICT	3019651	496978
Prime Contractor			
ABIDE BUILDERS INC			
Subcontractor			

Please be advised that I have been assigned to investigate your complaint against the above named contractor.

Any additional information should be directed to my attention, in writing. Please reference the case number on all correspondence.

You will be kept advised of the progress of this investigation as needed and of the final disposition in this matter.

RECEIVED
MAY - 5 2025
Foundation for Fair Contracting

STATE LABOR COMMISSIONER

By Susan Rust

Susan Rust
Deputy Labor Commissioner

PW 4 (Revised 6/2021)

STATE OF CALIFORNIA
DEPARTMENT OF INDUSTRIAL RELATIONS - DIVISION OF LABOR STANDARDS ENFORCEMENT
CERTIFICATION OF SERVICE BY MAIL
(C.C.P. 1013a) OR CERTIFIED MAIL

PLEASE MAIL / EMAIL RESPONSIVE RECORDS TO:

Susan Rust
srust@dir.ca.gov
2031 Howe Ave. Ste 100
Sacramento, CA 95825-0196

40-84579-678
LOS RIOS COMMUNITY
COLLEGE DISTRICT
1919 SPANOS COURT
SACRAMENTO CA 95825
Documents 1, 2 and 6 only

40-84579-678

ABIDE BUILDERS INC
825 RIVERSIDE PKWY STE 120
WEST SACRAMENTO, CA 95605
Documents 1, 3, 4, 5 and 6 only

Documents 1, 3, 4, 5 and 6 only

I, Cindy Truong, do hereby certify that I am a resident of or employed in the County of Los Angeles, over 18 years of age, and not a party to the within action, and that I am employed at and my business address is:

Division of Labor Standards Enforcement
Public Works Unit
1500 Hughes Way Ste C202
Long Beach, CA 90810-1882

On April 29, 2025, I served the within: (1) Notice of Investigation; (2) Request for Information, Awarding Body; (3) Request for Payroll Records; (4) Statement of Employer Payments; (5) Public Works Payroll Reporting Form A1-131; and (6) Notice of Apprenticeship Compliance by placing a true copy thereof in an envelope addressed to the above boxes as follows, and then sealing the envelope and with postage and certified mail fees (if applicable) thereon fully prepaid, and then depositing it in the United States mail in Long Beach by:

- [X] Ordinary first class mail
- [X] Certified mail
- [ ] Registered mail

I certify under penalty of perjury that the foregoing is true and correct

Executed on April 29, 2025, at Long Beach, County of Los Angeles, California

Cindy Truong
SIGNATURE

STATE CASE NO.
40-84579-678

PW 34 (Revised - 6/2021)

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
Bureau of Field Enforcement- Public Works
2031 Howe Ave. Ste 100
Sacramento, CA 95825-0196
TEL: 916-263-8853 EMAIL: broberts@dir.ca.gov

Gavin N

FOUNDATION FOR FAIR CONTRACTING
3807 PASADENA AVE SUITE 150
SACRAMENTO CA 95821

1734-SAC

DATE:
February 28, 2025

In Reply Refer to Case No:
40-84149-343

CASE ASSIGNMENT LETTER

Project Name	Awarding Body	Project No.	DIR Project ID
CAMPUS OAKS PARK	BBC ROSEVILLE OAKS LLC	18-082022	431954

Prime Contractor
ABIDE BUILDERS INC

Subcontractor

Please be advised that I have been assigned to investigate your complaint against the above named contractor.

Any additional information should be directed to my attention, in writing. Please reference the case number on all correspondence.

You will be kept advised of the progress of this investigation as needed and of the final disposition in this matter.

RECEIVED
MAR - 3 2025
Foundation for Fair Contracting

STATE LABOR COMMISSIONER

By *Breanna Roberts*

Breanna Roberts
Deputy Labor Commissioner

PW 4 (Revised 6/2021)

STATE OF CALIFORNIA
DEPARTMENT OF INDUSTRIAL RELATIONS - DIVISION OF LABOR STANDARDS ENFORCEMENT
CERTIFICATION OF SERVICE BY MAIL
(C.C.P. 1013a) OR CERTIFIED MAIL

PLEASE MAIL / EMAIL RESPONSIVE RECORDS TO:

Breanna Roberts
broberts@dir.ca.gov
2031 Howe Ave. Ste 100
Sacramento, CA 95825-0196

40-84149-343

BBC ROSEVILLE OAKS LLC
2200 DOUGLAS BLVD #160-B
ROSEVILLE CA 95661

Documents 1, 2 and 6 only

40-84149-343

ABIDE BUILDERS INC
825 RIVERSIDE PKWY STE 120
WEST SACRAMENTO CA 95605

Documents 1, 3, 4, 5 and 6 only

Documents 1, 3, 4, 5 and 6 only

I, Cindy Truong, do hereby certify that I am a resident of or employed in the County of Los Angeles, over 18 years of age, and not a party to the within action, and that I am employed at and my business address is:

Division of Labor Standards Enforcement
Public Works Unit
1500 Hughes Way Ste C202
Long Beach, CA 90810-1882

On February 28, 2025, I served the within: (1) Notice of Investigation; (2) Request for Information, Awarding Body; (3) Request for Payroll Records; (4) Statement of Employer Payments; (5) Public Works Payroll Reporting Form A1-131; and (6) Notice of Apprenticeship Compliance by placing a true copy thereof in an envelope addressed to the above boxes as follows, and then sealing the envelope and with postage and certified mail fees (if applicable) thereon fully prepaid, and then depositing it in the United States mail in Long Beach by:

- [X] Ordinary first class mail
- [X] Certified mail
- [ ] Registered mail

I certify under penalty of perjury that the foregoing is true and correct

Executed on February 28, 2025, at Long Beach, County of Los Angeles, California

Cindy Truong

SIGNATURE

STATE CASE NO.
40-84149-343

PW 34 (Revised - 6/2021)

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
Bureau of Field Enforcement- Public Works
1500 Hughes Way Ste C202
Long Beach, CA 90810-1882
TEL: 424-450-2595 EMAIL: dkleifield@dir.ca.gov

Gavin

FFC
3807 PASADENA AVE STE 150
SACRAMENTO CA 95821

1692 SAC

RECEIVED
OCT 31 2024
Foundation for Fair Contracting

DATE:
October 29, 2024

In Reply Refer to Case No:
40-83022-861

CASE ASSIGNMENT LETTER

Project Name	Awarding Body	Project No.	DIR Project ID
Pioneer ES-Kindergarten Play Area	Twin Rivers Unified School District	0	444459
Prime Contractor			
ABIDE BUILDERS, INC.,a California corporation			
Subcontractor			

Please be advised that I have been assigned to investigate your complaint against the above named contractor.

Any additional information should be directed to my attention, in writing. Please reference the case number on all correspondence.

You will be kept advised of the progress of this investigation as needed and of the final disposition in this matter.

40-83022-861

STATE LABOR COMMISSIONER

By *Dana Kleifield*

Dana Kleifield
Industrial Relations Representative

PW 4 (Revised 6/2021)

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
320 W. 4th St. Ste 450
Los Angeles, CA 90013-2479
TEL: 213-897-9495
EMAIL: sbrown@dir.ca.gov

Gavin Newsom, Governor

Foundation for Fair Contracting
3807 Pasadena Ave, Suite 150
Sacramento, CA 95821
Mario Rodriguez-rodriguez@ffccalifornia.com

RECEIVED
OCT 25 2024
Foundation for Fair Contracting

DATE: October 22, 2024

In Reply Refer to Case No: 40-82225-687

NOTICE OF COMPLAINT CLOSED

1678 SAC

Project Name	Project No.	DIR Project ID No.
Abide Builders, Woodridge ES - Kindergarten Play Area & Shade Structure	0	396722
Prime Contractor: Abide Builders, Inc.		
Subcontractor:		

The complaint against the above-named contractor(s) is being closed for the following reason(s):

[ ] Subject firm has satisfactorily paid all prevailing wages and/or penalties found due.

[X] The statute of limitations for the Labor Commissioner to prosecute California Public Work Law (Labor Code sections 1720 through 1861) has expired. Information for claimant please note: There are other legal claims which you may still pursue even though the statute of limitations has expired for the Labor Commissioner to enforce the public work provisions of the Labor Code. You may want to review the California Court of Appeals decision in the case of Tippett v Terich (1995), 37 Cal.App.4th 1517, 44Cal.Rptr.2d 862 and/or consult with an attorney to determine if you may pursue any of the legal actions discussed in the Tippett v Terich decision.

[ ] There is insufficient evidence to confirm California Public Work Law was violated.

[ ] Subject firm was not within the jurisdiction of California Public Work Law on this project.

[ ] Other: _____

STATE LABOR COMMISSIONER

By _____
Sara Brown
Deputy Labor Commissioner

ENTERED

PW 22 (Revised - 4/2002)

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
Bureau of Field Enforcement- Public Works
320 W. 4th St. Ste 450
Los Angeles, CA 90013-2479
TEL: 213-620-6468 EMAIL: vdamaraju@dir.ca.gov

Gavin

Foundation for Fair Contracting
3807 Pasadena Ave, Suite 150
Sacramento, CA 95821

1682SAC

DATE:
August 27, 2024

In Reply Refer to Case No:
40-82259-810

CASE ASSIGNMENT LETTER

Project Name	Awarding Body	Project No.	DIR Project ID
Abide Builders, Strauch ES-Kindergarten Play Area & Shad	Twin Rivers Unified School District	0	434186
Prime Contractor			
Abide Builders, Inc.			
Subcontractor			

Please be advised that I have been assigned to investigate your complaint against the above named contractor.

Any additional information should be directed to my attention, in writing. Please reference the case number on all correspondence.

You will be kept advised of the progress of this investigation as needed and of the final disposition in this matter.

RECEIVED
SEP - 3 2024
Foundation for Fair Contracting

STATE LABOR COMMISSIONER

By Vijay Damaraju
Vijay Damaraju
Deputy Labor Commissioner

PW 4 (Revised 6/2021)

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
Bureau of Field Enforcement- Public Works
1500 Hughes Way, Suite C-202
Long Beach, CA 90810
TEL: 213-655-4848 EMAIL: dkleifield@dir.ca.gov

Gavin Newsom, Governor

Foundation for Fair Contracting
3807 Pasadena Avenue, Suite 150
Sacramento, CA 95821

1647SAc

DATE:	In Reply Refer to Case No:
May 31, 2024	40-81185-861

CASE ASSIGNMENT LETTER

Project Name	Awarding Body	Project No.	DIR Project ID
Abide Builders, Joyce ES-Kindergarten Play Area	Twin Rivers Unified School District eff 6-18-18	0	434132
Prime Contractor			
Abide Builders, Inc.			
Subcontractor			

Please be advised that I have been assigned to investigate your complaint against the above named contractor.

Any additional information should be directed to my attention, in writing. Please reference the case number on all correspondence.

You will be kept advised of the progress of this investigation as needed and of the final disposition in this matter.

RECEIVED
JUN - 4 2024
Foundation for Fair Contracting

ENTERED

STATE LABOR COMMISSIONER

By *Dana Kleifield*

Dana Kleifield
Industrial Relations Representative

PW 4 (Revised 6/2021)

Labor Commissioner, State of California
Department of Industrial Relations
Division of Labor Standards Enforcement
Bureau of Field Enforcement- Public Works
7575 Metropolitan Dr., Room 210
San Diego, CA 92108
TEL: 510-507-9309 EMAIL: carceo@dir.ca.gov

Gavin Newsom, Governor

Foundation for Fair Contracting
3807 Pasadena Avenue, Suite 150
Sacramento, CA 95821

1666SAC

DATE:	In Reply Refer to Case No:
May 31, 2024	40-81415-838

CASE ASSIGNMENT LETTER

Project Name	Awarding Body	Project No.	DIR Project ID
Las Palmas West-Kindergarten Play Area and Shade Structu	Twin Rivers Unified School District	0	433600

Prime Contractor
Abide Builders, Inc.

Subcontractor
Abide Builders, Inc.

Please be advised that I have been assigned to investigate your complaint against the above named contractor.

Any additional information should be directed to my attention, in writing. Please reference the case number on all correspondence.

You will be kept advised of the progress of this investigation as needed and of the final disposition in this matter.

RECEIVED
JUN - 4 2024
Foundation for Fair Contracting

STATE LABOR COMMISSIONER

By *Catalina Arceo*

Catalina Arceo
Industrial Relations Representative

PW 4 (Revised 6/2021)

Attachment 6

ABIDE
BUILDERS
INCORPORATED

825 Riversid
West Sacramento, CA 95605
Ph (916) 375-1009
Fax (916) 375-1049

September 14, 2025

Nathan A. Stites
Associate Civil Engineer
Environmental & Water Resources
City of Folsom
50 Natoma Street
Folsom, CA 95630

Re: City of Folsom Flow Control Facilities Rehabilitation Project

Subject: Refutation of Wage Penalties

Dear Mr. Stites,

Abide Builders Inc. (ABI) is in receipt of your email and letter of 9/12/2025, and would like to address the accusations contained therein. The accusations are all originating from a single source, Foundation for Fair Contracting (FFC), an organization funded by the unions and specifically charged with the investigation of non-union **contractors** to find labor violations. The FFC has filed complaints with the DIR on nearly every job that ABI has completed. Over the past five years ABI has paid 277,057 hours in labor at an average of $100/hour or $27,705,700.00 in labor to ABI employees. The following is what the DIR has found after exhaustive investigations:

1. **Isabella Jackson ES Asphalt Upgrades, DIR Case No. 468076**
   The merits of this case stem from ABI sending a DAS 142 (Request for Dispatch of Apprentices) requesting an apprentice from the iron workers union on a day where the payroll records show no iron work. An apprentice was never dispatched on any day. What the payroll records show is iron occurred work the day before and the day after the DAS 142 requested apprentices for. ABI's contention was that we were in compliance since, had the union sent an apprentice, we would have paid the apprentice and met the apprentice journeyman ratios. Although no wage violation occurred, the DIR agreed to settle the matter for $800.00. Although ABI admits no fault, ABI did settle the matter for $800.00.

2. **Castori ES-Kindergarten Play Area, DIR Case No. 426591**
   This case centers around benefits of a single employee that was paid as an Operating Engineer. Around June of most years the DIR adjusts wages and benefits of certain trades. The edict is that the employees are to be paid the adjusted wage with the allocation of those additional wages to follow. ABI employees receive the Base Hourly Wages, Vacation and Holiday and "Other" on their paychecks, and Health and Welfare, and Pension are sent to a benefits administrator in the employees' name. What ABI did is allocate for this employee the increase to the Pension fund and not to the Base Hourly Wage, which is where the DIR later allocated that it goes. The employee was originally fully compensated but the DIR considered this a violation in the amount of $1,170.13.

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3. **Cases Pending**
   The remainder of the cases are pending cases and are all equally without merit. ABI will of course pursue the truth in these cases and expect little if no penalties to arise.

Over the past 5 years ABI has paid approximately $27 Million in wages and has been accused of $2,000 in violations. Again, ABI does not consider these wage violations since all employees were fully compensated. This is after extreme scrutiny by the DIR and the FFC. This is a 99.993 % accuracy, even by their standards, which as an organization that employes approximately 40 employees and provides an above average living wage to the employees, along with health care for them and their families and pension, a very proud accomplishment. ABI welcomes the DIR and the FFC to continue their investigations into ABI as it only goes to show that we are fair, follow all state and federal rules and provide opportunities for employees.

Sincerely, Philip Pizzo, President

Philip Pizzo P.E.

President
Abide Builders, Inc
ppizzo@abidebuilders.com

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	New Business
SUBJECT:	Resolution No. 11467 - A Resolution Approving Reimbursement of General Fund Subsidy Toward Affordable Housing by Transferring $615,000 from the Folsom Housing Fund (Fund 238) to the Capital Facilities Fund (Fund 602) Relating to the Discounted Sale of 300 Persifer Street Property to Habitat for Humanity of Greater Sacramento and Appropriation of Funds
FROM:	Community Development Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff respectfully recommends that the City Council approve Resolution No. 11467- A Resolution Approving Reimbursement of General Fund Subsidy Toward Affordable Housing by Transferring $615,000 from the Folsom Housing Fund (Fund 238) to the Capital Facilities Fund (Fund 602) Relating to the Discounted Sale of 300 Persifer Street Property to Habitat for Humanity of Greater Sacramento and Appropriation of Funds

BACKGROUND / ISSUE

The City of Folsom purchased the property located at 300 Persifer Street in 1961. In the 50 years that followed, the nearly one-acre site located on the northeast corner of Persifer and Coloma Streets was developed and used as a Fire Station, City Hall Annex, City Library, then offices for the Army Corps of Engineers during construction of Folsom Lake Crossing.

In January 2017, after the building on the property sat vacant for six years, the City Council approved the demolition of the building on the Persifer site, along with land use changes from commercial to residential. City Council action on land use changes included direction to subdivide the property into five single-family residential parcels in keeping with the previous Theodore Judah historic lotting pattern in the area and to sell the parcels for residential development.

On January 1, 2020, the Surplus Land Act was amended to address California's shortage of affordable housing by requiring local agency prioritization of affordable housing development when selling or leasing public lands no longer necessary for agency use. The Surplus Land Act requires agencies to take formal action in a regular public meeting to declare land surplus. Furthermore, under the Surplus Land Act, local agencies are required to notify housing sponsors registered with the State Department of Housing and Community Development (HCD) of the surplus land availability once the surplus declaration is made. Local agencies are also required to follow specific guidelines that ensure good faith negotiations occur with interested parties and that proposals with the greatest affordability targets are given priority for land disposition. Following the 90-day negotiation period, the agency must provide HCD with materials and process to ensure compliance with written findings and noticing requirements before the agency can sell or otherwise dispose of the property.

On September 22, 2020, City Council adopted Resolution No. 10531 declaring 300 Persifer Street as surplus land with the specific purpose of creating at least five for sale affordable housing units. This action was intended to help the City meet its Regional Housing Needs Allocation and to target for-sale affordable housing opportunities in Folsom. Specific findings associated with that action and reference to Surplus Land Act requirements are listed below:

1. The land will be subdivided into five individual residential lots in keeping with the historic Theodore Judah lotting pattern each with 7,000 square foot lot size, 50-foot lot width, and 140-foot lot depth; and
2. The land will be transferred for the purpose of creating at least one for sale affordable housing unit on each of the five lots with consideration for a smaller secondary or accessory dwelling unit along the adjoining alley consistent with local zoning and State housing laws; and
3. Consistent with the Surplus Land Act, the City will notify housing sponsors registered with the State Department of Housing and Community Development of the surplus land availability; and
4. The City will submit relevant materials and process to the State Department of Housing and Community Development to determine compliance with the requirements of the Surplus Land Act.

On September 24, 2020, a Notice of Availability (NOA) was sent to all required entities. During the mandatory 60-day noticing period, two housing providers (Habitat for Humanity of Greater Sacramento and Retraining the Village) expressed interest in purchasing the property for the purposes of subdividing the property into five individual lots and developing affordable, for-sale housing. City staff met with each of the interested housing providers during the 90-day negotiation period, and proposals from Habitat for Humanity of Greater Sacramento (Habitat) and Retraining the Village were provided to the City.

On April 7, 2021, the City provided HCD with a summary of the City's Surplus Land process for disposition of surplus property at 300 Persifer Street. The City also provided HCD with the two proposals from Habitat and Retraining the Village. The State's Surplus Land Team reviewed the documentation and confirmed compliance with required process. Furthermore, HCD informed the City that priority preference should be given to the Habitat proposal given that it included the

deepest average level of affordability. City staff thereafter moved forward with negotiations with Habitat with respect to its project proposal and purchase offer.

As part of the 300 Persifer Street land negotiations, the City solicited land valuation prior to subdivision of the parcel. Based on comparisons in the area at that time, the estimated value of the 0.91 acre site zoned for residential development was $625,000. On December 14, 2021, City Council adopted Resolution 10777 approving the sale of surplus land at 300 Persifer Street to Habitat for the discounted sale price of $10,000 with the following conditions:

1. The vacant surplus property will be subdivided by the City into five individual residential lots in keeping with the historic Theodore Judah lotting pattern each with 7,000 square foot lot size, 50-foot lot width, and 140-foot lot depth.
2. The vacant surplus property will be sold to Habitat for a total sum of $10,000 for the purpose of creating at least one for-sale affordable housing unit on each of the five lots, with an additional smaller secondary or accessory dwelling unit on each lot along the adjoining alley consistent with local zoning and State housing law.
3. Transfer of ownership of the Property to Habitat is subject to Habitat entering into a Regulatory Agreement and Declaration of Restrictive Covenants to ensure affordability of the units for 55 years as required by law.
4. The City will support Habitat's efforts to secure future grant funding and/or fee reductions for off-site infrastructure improvements, design and permitting.

To repay the General Fund for subsidizing the Habitat affordable housing project, the proposed Resolution No. 11467 authorizes the one-time transfer of $615,000 from the Folsom Housing Fund (Fund 238) to the Capital Facilities Fund (Fund 602) for the estimated land value of the 300 Persifer site ($625,000) less the sale price of $10,000 as a qualifying expenditure of the Folsom Housing Fund.

POLICY / RULE

The City Council has the authority to approve the sale of surplus City-owned property (FMC Section 2.36.270). Surplus City-owned land is subject to the requirements set forth in the Surplus Land Act (Government Code sections 54220-54234). Specifically, Government Code Section 54226 establishes that a local agency may sell or lease surplus land at or less than fair market value as a way of providing additional subsidy to build more deeply income-targeted projects.

ANALYSIS

The City's current Housing Element was adopted in 2021 and establishes the local plan to implement the City's "fair share" of the regional affordable housing needs allocated to the City by SACOG. The Housing Element calls for 2,226 very low-income units and 1,341 low-income units over the eight-year period from 2021 to 2029. The Housing Element assumes that the vast majority of affordable housing opportunities in Folsom will be multifamily rental units. The Habitat for Humanity project on the City's land at 300 Persifer creates ten for-sale affordable housing units in

Folsom. In fact, the project implements Housing Element Program H.16 to Facilitate Affordable Housing Development on City-Owned Land.

August 2025, staff presented to City Council mid-term report on the implementation of the City's Housing Element. As part of that update, staff reported on the City's progress in meeting its Regional Housing Needs Allocation and outlined approved and qualifying expenditures for the various housing funds. The Folsom Housing Fund (Fund 238) has a current cash balance of approximately $22 million. Since 2019, the City Council has approved $13.7 million in long-term low-interest loans to help with gap financing for over 550 deed restricted affordable units in six multifamily affordable housing projects in the City of Folsom. In addition to affordable housing loans, the Folsom Housing Fund (Fund 238) can be used for programs, policy implementation, and the purchase and/or sale of land for affordable housing purposes. At that meeting, the City Council stated their interest in utilizing the Folsom Housing Fund (Fund 238) to reimburse the General Fund for the lost revenue related to the discounted sale price ($615,000) for the Habitat for Humanity project at the 300 Persifer Street site.

Unlike other housing loans funded in Folsom for affordable rental housing, Habitat's land acquisition model relies on obtaining land for its projects at little to no cost to produce affordable homeownership opportunities for low-income families. Habitat homes are constructed as "sweat equity" projects with each purchasing partner family required to contribute 500 hours of sweat equity building their home and the homes of other partner families. Upon completion, each of the homes will be purchased by the partner family qualified by Habitat with a zero-interest equivalent 30-year mortgage with a monthly payment that is structured at no more than 30% of their monthly income. Under Habitat's model, the sales price of each home is based on the appraised value of the home at the time of sale, and "the gap" between the sales price of the home and the homeowner's "affordable" first mortgage is made up from a combination of grant funding and a forgivable affordability subsidy. Under this model, Habitat provides an equity share provision that allows the homeowners to build and capture equity over time.

City Council took the unique Habitat model into consideration when deciding on the initial discounted sale price of $10,000 for the 300 Persifer Street site, which was well below the estimated land value of $625,000. The Surplus Land Act (Government Code Section 54226) establishes that a local agency may sell or lease surplus land at or less than fair market value as a way of providing additional subsidy to build more deeply income-targeted projects. This action simply utilizes the Folsom Housing Fund (Fund 238) for that qualifying discounted land sale by transferring $615,000 from Fund 238 to the Capital Facilities Fund (Fund 602) to be used for general capital projects and facility improvements

FINANCIAL IMPACT

Initial proceeds of $10,000 from the sale of the City property at 300 Persifer Street to Habitat were deposited into the General Fund (Fund 010). Resolution No. 11467 authorizes the one-time transfer of $615,000 from the Folsom Housing Fund (Fund 238) to the Capital Facilities Fund (Fund 602) for the estimated land value of the 300 Persifer site ($625,000) less the sale price of $10,000 as a qualifying expenditure of the Folsom Housing Fund. There are sufficient funds in the Folsom Housing Fund (Fund 238) for this transfer.

ENVIRONMENTAL REVIEW

The sale of surplus city-owned property is categorically exempt from environmental review under Section 15312 (Surplus Government Property Sales) of the CEQA Guidelines.

ATTACHMENTS

1. Resolution No. 11467 - A Resolution Approving Reimbursement of General Fund Subsidy Toward Affordable Housing by Transferring $615,000 from the Folsom Housing Fund (Fund 238) to the Capital Facilities Fund (Fund 602) Relating to the Discounted Sale of 300 Persifer Street Property to Habitat for Humanity of Greater Sacramento and Appropriation of Funds

Submitted,

Pam Johns, Community Development Director

Attachment 1

RESOLUTION NO. 11467

A RESOLUTION APPROVING REIMBURSEMENT OF GENERAL FUND SUBSIDY TOWARD AFFORDABLE HOUSING BY TRANSFERRING $615,000 FROM THE FOLSOM HOUSING FUND (FUND 238) TO THE CAPITAL FACILITIES FUND (FUND 602) RELATING TO THE DISCOUNTED SALE OF 300 PERSIFER STREET PROPERTY TO HABITAT FOR HUMANITY OF GREATER SACRAMENTO AND APPROPRIATION OF FUNDS

WHEREAS, on September 22, 2020**,** pursuant to the requirements of the Surplus Land Act, City Council adopted Resolution No. 10531 declaring certain real property at 300 Persifer Street as surplus land and directing staff to subdivide the 0.91 acre residential parcel into five individual parcels for development of up to ten for sale affordable housing units; and

WHEREAS, the City sent a Notice of Availability (NOA) to all required entities and completed negotiations with interested parties for development of affordable for-sale housing at the site at 300 Persifer Street consistent with the Surplus Land Act as confirmed by the State Department of Housing and Community Development (HCD); and

WHEREAS, the City solicited land valuation prior to subdivision of the property at 300 Persifer Street and determined the estimated value of the 0.91 acre site zoned for residential development was $625,000; and

WHEREAS, on December 14, 2021, City Council adopted Resolution 10777 approving the sale of surplus land at 300 Persifer Street to Habitat for Humanity of Greater Sacramento (Habitat) for the discounted sale price of $10,000 with the following conditions:

1. The vacant surplus property will be subdivided by the City into five individual residential lots in keeping with the historic Theodore Judah lotting pattern each with 7,000 square foot lot size, 50-foot lot width, and 140-foot lot depth.
2. The vacant surplus property will be sold to Habitat for a total sum of $10,000 for the purpose of creating at least one for-sale affordable housing unit on each of the five lots, with an additional smaller secondary or accessory dwelling unit on each lot along the adjoining alley consistent with local zoning and State housing law.
3. Transfer of ownership of the Property to Habitat is subject to Habitat entering into a Regulatory Agreement and Declaration of Restrictive Covenants to ensure affordability of the units for 55 years as required by law.
4. The City will support Habitat's efforts to secure future grant funding and/or fee reductions for off-site infrastructure improvements, design and permitting; and

WHEREAS, the Surplus Land Act (Government Code Section 54226) establishes that a local agency may sell or lease surplus land at or less than fair market value as a way of providing additional subsidy to build more deeply income-targeted projects; and

WHEREAS, initial proceeds of $10,000 from the sale of the City property at 300 Persifer Street to Habitat were deposited into the General Fund (Fund 010) and the ten for-sale affordable

housing units have been constructed and are nearing completion for ownership transfer and occupancy prior to the end of calendar year 2025; and

WHEREAS, there are sufficient funds in the Folsom Housing Fund (Fund 238) for the transfer, and it has a current cash balance of approximately $22 million that can be used for the purchase and/or sale of land for affordable housing purposes.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom approves reimbursement of General Fund subsidy toward affordable housing by transferring $615,000 from the Folsom Housing Fund (Fund 238) to the Capital Facilities Fund (Fund 602) relating to the discounted sale of 300 Persifer Street property for affordable housing.

BE IT FURTHER RESOLVED that the Finance Director is authorized to appropriate $615,000 in the Folsom Housing Fund (Fund 238) for the transfer-out and $615,000 in the Capital Facilities Fund (Fund 602) for the transfer-in.

PASSED AND ADOPTED this 14th day of October, 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	New Business
SUBJECT:	Resolution No. 11471 – A Resolution Authorizing the City Manager to Execute an Agreement with California Wood Recycling, Inc., DBA Agromin, for an Estimated $45 Million for up to 15 years from the Solid Waste Operating Fund (Fund 540) for Long-Term Organic Waste Diversion Services
FROM:	Public Works Department

RECOMMENDATION / CITY COUNCIL ACTION

The Public Works Department recommends that the City Council pass and adopt Resolution No. 11471 - A Resolution Authorizing the City Manager to Execute an Agreement with California Wood Recycling, Inc., DBA Agromin, for an Estimated $45 Million for up to 15 years from the Solid Waste Operating Fund (Fund 540) for Long-Term Organic Waste Diversion Services.

BACKGROUND / ISSUE

California's Senate Bill 1383 (SB 1383) aims to fight climate change by diverting organic waste from landfills and thereby reducing short-lived climate pollutants such as methane, which are released when organic matter breaks down in landfills. The regulations require all residents and businesses in California to sort organic material from their other waste and divert it from being landfilled. To comply with SB1383, which became effective in 2022, the City of Folsom Waste and Recycling Division (Division) provides weekly collection of organic waste for Folsom residents. Organic waste includes loose yard trimmings, bagged food scraps, and food-soiled paper.

To prepare for the SB 1383 requirements, in January 2019, the County of Sacramento, the City of Sacramento, and the City of Folsom (the jurisdictions) jointly released a Request for Proposals (RFP) for Organic Material Diversion Services for their residential curbside organics collection operations. Pooling tonnages allowed the jurisdictions to leverage a lower cost, which, as the smallest participating jurisdiction, is especially beneficial to Folsom. The RFP requested both

near-term and long-term submittals. Nine submittals were received, all of which were deemed responsive.

In October 2019, the jurisdictions completed their evaluation to identify the preferred scenario, which included three proposers: Recology, California Wood Recycling, Inc. (Agromin), and Yolo County Central Landfill (YCCL). In early 2021, the jurisdictions independently executed contracts for organics diversion services with one or more of the three selected vendors. Based on Folsom's tonnage and proximity to the facilities, the City of Folsom contracted exclusively with Agromin. The near-term contracts secured capacity through June 2027.

After securing near-term contracts, the jurisdictions continued the procurement process to seek long-term organics diversion services from the original nine proposers. A Request for Revised Proposals was issued in January 2022, and six submittals were received in May 2022.

Beginning in the fall of 2022, after reviewing the revised proposals, the evaluation committee conducted interviews and site visits with each proposer. Follow-up questionnaires were issued, and proposers were given the opportunity to provide clarifications and revisions to their proposals. All proposers responded to questionnaires and provided best-and-final term and tonnage commitment pricing. The jurisdictions completed the analysis of the final proposals and selected a scenario that again includes awards to Recology, Agromin, and YCCL, with all of Folsom's material being processed by Agromin.

Last month, the City of Sacramento City Council and the County of Sacramento Board of Supervisors both voted unanimously to approve long-term organics processing agreements that would allow each of their jurisdictions to use all three of the selected vendors. Despite this approval, all Agromin contracts are dependent on tonnage commitments by all participating jurisdictions; therefore, approval by the Folsom City Council would allow all three jurisdictions to proceed.

POLICY / RULE

In accordance with Chapter 2.36 of the Folsom Municipal Code, agreements costing $75,049 or greater shall be approved by the City Council.

ANALYSIS

In 2019, the jurisdictions formed an Evaluation Committee comprised of three County representatives, two City of Sacramento representatives, and one Folsom representative. The jurisdictions also procured services of a third-party engineering firm, which provided technical assistance and a cost modeling tool to project jurisdictional costs associated with each proposer and scenario. Proposals were reviewed in three phases: technical analysis, cost analysis, and compatibility analysis.

In 2022, the Evaluation Committee followed the same three phase approach to review the revised proposals. The committee contracted with HDR Engineering, Inc. (HDR) for technical assistance, including updating the cost model developed during the earlier evaluation of near-term proposals.

The Technical Analysis included seven criteria:

1. The proven, reliable nature of the proposer's technology and product marketability (2,400 points)
2. The proven and predictable nature of the regulatory framework for the proposer's technology (2,400 points)
3. The overall feasibility of the proposal (2,700 points)
4. Company financial capabilities (1,200 points)
5. Facility capacity (1,200 points)
6. Facility readiness according to the jurisdictions' timeframes (1,200 points)
7. Greenhouse Gas Emissions Impact (900 points)

Out of 12,000 possible points, the six proposals received the following ranking on the Technical Analysis:

1. 11,000 Yolo County Central Landfill
2. 10,199 Zanker Road Resource Management
3. 9,795 Agromin
4. 9,780 Recology
5. 8,546 Hitachi-Zosen Inova (HZI)
6. 6,888 True North Renewable Energy (TRNE)

The lower performing scores were largely a result of the facilities offering sites that were not entitled (or only partially entitled) and/or utilizing newer technologies with less demonstrated performance records.

For the cost analysis, the Evaluation Committee drafted scenarios that maximize tonnage delivery to each proposer, meet the minimum tonnage requirements of each proposal, and balance delivery of any remaining tonnage at other proposers' geographically logical facilities. From that exercise emerged 10 Core Scenarios. The Evaluation Committee unanimously favors contracting with more than one vendor for the region for numerous reasons, including, but not limited to (1) reduction in risk of having no vendor available and (2) minimizing cross-region transport to ensure efficient operations, lower vehicle-miles-traveled, and resultant fuel consumption and greenhouse gas generation. Diversification of technologies as a method of mitigating risk is also valued, but not as impactfully as diversification of service providers, because all technologies demonstrated a basic technological competence.

The cost for each scenario was evaluated using a third-party consultant developed cost modeling tool. Inputs to calculate total cost included proposed per ton tipping fees of each proposal, including consumer price index (CPI) escalation; off-route costs for hauling from each jurisdiction's waste centroid, and any applicable cost to transfer from an intermediate facility to the processing facility.

The net present value (NPV), including all costs, not just the contract amounts, was evaluated for all scenarios. All six proposers were willing to enter into 20-year agreements; however, only four were willing to provide shorter contracts. Two scenarios were limited to just those offering shorter terms and were evaluated separately. The NPV shown is for all three jurisdictions combined since the pricing is based on tonnage commitments that require a consensus from all participants. Due to the collaborative nature of this procurement and the overall cost savings achieved by any

scenario relative to a standalone procurement, the overall cost rankings are not necessarily consistent with the ranking for individual jurisdictions. For example, scenarios including TNRE are lower cost for Folsom because the proposed facility would have been just outside city limits, but this was not a cost-effective option for the other jurisdictions.

Ranking of Total NPV of Scenarios for 20-Year Terms

1. $ 874,497,000 Minimum to HZI w/ YCCL and Agromin
2. $ 880,408,000 Status Quo (Min to Agromin, YCCL, Recology)
3. $ 883,124,000 Minimum to HZI w/ Agromin
4. $ 957,172,000 TNRE & Agromin (no transfer station)
5. $ 990,217,000 Minimum to Zanker w/ YCCL and Agromin
6. $ 991,352,000 Maximum to Zanker w/ Recology
7. $1,008,710,000 Minimum to HZI w/ Zanker
8. $1,018,243,000 Maximum to Zanker w/ YCCL
9. $1,020,055,000 Maximize Zanker w/ Agromin and YCCL
10. $1,034,100,000 Minimum to HZI w/ TNRE (with transfer station)

Ranking of Total NPV (10 Years) Scenarios offering Shorter Terms

1. $ 344,965,000 Status Quo (Minimum to Agromin, YCCL, Recology)
2. $ 398,745,000 TNRE & Agromin (no transfer station)

The compatibility analysis is a quantitative analysis of technical scores and costs generated by the cost model, all in the context of qualitative analysis where risks are balanced, savings are shared, and infeasibilities are avoided. The compatibility analysis was developed in a series of meetings of the Evaluation Committee, wherein two scenarios emerged as the consensus highest ranked. The first includes a new anaerobic digestor facility proposed by HZI, along with Agromin and YCCL, and was the top ranked cost scenario. The other, ranked number two in the cost scenario, includes the current near-term vendors - Agromin, YCCL, and Recology and uses composting and anaerobic digestion technologies. Both scenarios result in Agromin receiving all of Folsom's material since the other proposed facilities are too far from the city to be operationally feasible. For the County and City of Sacramento, the proposal, including HZI, would redirect tonnage in the north collection areas from transfer for composting to a 20-year tonnage commitment to HZI for a new anaerobic digester facility. To determine the preferred scenario, the Evaluation Committee further considered major factors, including proposers' proven end-use technology, end-product market viability, SB 1383 recovered organic waste procurement requirements, permits required for facility development, greenhouse gas evaluation, and contract term length.

Examination of the major compatibility factors resulted in a consensus decision to recommend continued use of the current vendors to process organic material for the next 15 years. Most material will be composted, which is a long-standing, proven technology resulting in a highly marketable product that helps the jurisdictions meet the procurement requirements of SB 1383. HZI did not provide evidence of an established market for their end-product, biochar made from the proposed pyrolysis of residential organic material. The facilities required to continue with the current vendors are already operational, whereas the facility proposed by HZI relies on permits, including a Solid Waste Facility Permit, Conditional Use Permit, and Sacramento Metropolitan Air Quality Management District Permit. The committee preferred the lower risk of delays

associated with selecting established facilities. The greenhouse gas analysis did not favor one scenario over the other. Finally, the committee had to weigh the value of a 20-year contract compared with shorter terms. The HZI proposal only included a 20-year option, and the proposers in the other scenario offered flexible terms ranging from 10 to 20 years. While the goal of this procurement is to secure long-term capacity for organics processing and SB 1383 compliance, the committee also sees value in leaving some flexibility to adjust to changes in the market or the regulations. Considering the preference for composting technologies and established facilities, the committee is recommending the current vendors with a shorter contract of 10 years with an optional five-year extension.

FINANCIAL IMPACT

In Fiscal Year 2024-25, Folsom residents diverted over 12,300 tons of organic waste, including organics from the green bin collection and yard trimmings from the bulky waste collection program, at a cost of $1.3 million. When the new contract becomes effective in Fiscal Year 2027-28, it is anticipated that Folsom residents will be diverting approximately 14,000 tons of organic material, and by the end of the contract term, Folsom will generate 17,000 tons annually. The proposed pricing of $102.00 per ton for organics and $78.00 per ton of yard trimmings is in Fiscal Year 2021-22 dollars, which increases annually based on an agreed CPI, not to exceed 5%. Based on CPI increases since the original bid, the pricing for Fiscal Year 2025-26 would be $111.68 per ton for organics and $85.40 per ton for yard trimmings. Assuming the maximum CPI for Fiscal Years 2025-26 and 2026-27, pricing during the first year of the agreement would be $123.12 per ton for organics and $94.15 per ton for yard trimmings only, with a total contract cost of approximately $1.8 million. Assuming the maximum CPI for the remaining years of the contract, the annual cost would gradually increase to an estimated $3.3 million by the final year of the contract in Fiscal Year 2037-38, and $4.2 million by the end of the optional five-year extension in Fiscal Year 2041-42. The agreement will be funded by residential waste collection rates in Solid Waste Fund 540 and costs will be included in future annual City budgets.

ENVIRONMENTAL REVIEW

The Project is exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) (Review for Exemption) of the CEQA Guidelines.

ATTACHMENT

Resolution No. 11471– A Resolution Authorizing the City Manager to Execute an Agreement with California Wood Recycling, Inc., DBA Agromin, for an Estimated $45 Million for up to 15 years from the Solid Waste Operating Fund (Fund 540) for Long-Term Organic Waste Diversion Services

Submitted,

Rebecca Neves, PUBLIC WORKS DIRECTOR

Attachment 1

RESOLUTION NO. 11471

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH CALIFORNIA WOOD RECYCLING, INC., DBA AGROMIN, FOR AN ESTIMATED $45 MILLION FOR UP TO 15 YEARS FROM THE SOLID WASTE OPERATING FUND (FUND 540) FOR LONG-TERM ORGANIC WASTE DIVERSION SERVICES

WHEREAS, Senate Bill 1383 (SB 1383) requires jurisdictions to reduce landfill disposal of organic material generated in the state, thereby fighting climate change by reducing Short Lived Climate Pollutants; and

WHEREAS, to comply with SB 1383, the City of Folsom must provide residential collection of source separated organic waste; and

WHEREAS, the city's ability to divert residential organic waste from the landfill requires a contractor qualified to process organic waste into new products; and

WHEREAS, the city participated in a joint procurement process with the County of Sacramento and the City of Sacramento to secure long-term organic processing capacity; and

WHEREAS, the entity selected through the joint procurement, Agromin, has the expertise and the means to provide organic materials diversion services; and

WHEREAS, the agreement will secure organic waste processing capacity for up to fifteen years beginning in Fiscal Year 2027-28; and

WHEREAS, sufficient funds are available in the Solid Waste Fund (Fund 540); and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute an agreement with California Wood Recycling, Inc., DBA Agromin, for an Estimated $45 Million for up to 15 years from the Solid Waste Operating Fund (Fund 540) for Long-Term Organic Waste Diversion Services.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____

Christa Freemantle, CITY CLERK

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	New Business
SUBJECT:	Request to Make Improvements to the Recently Purchased Building Located at 1 Natoma Street so that Folsom Police Department Staff and Environmental & Water Resources Department Staff Are Able to Occupy the Building i. Resolution No. 11473– A Resolution Authorizing the City Manager to Execute an Agreement with SKI AIR for $130,680 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace the HVAC System ii. Resolution No.11474– A Resolution Authorizing the City Manager to Execute an Agreement with Garland Roofing for $10,450 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Maintenance and Repair to the Existing Roof iii. Resolution No.11475–. A Resolution Authorizing the City Manager to Execute an Agreement with Flooring Buyer for $44,569.53 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace Carpet iv. Resolution No.11476– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for $44,880 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Paint the Interior v. Resolution No. 11477– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for $93,720 from the Water Operating Fund

	(Fund 520) and the Sewer Operating Fund (Fund 530) for Construction of Walls and Doors and Appropriation of Funds vi. Resolution No.11478– A Resolution Authorizing the City Manager to Execute an Agreement with Jamesville Office Furniture for $57,803.64 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Install and Furnish the Building with New and Existing Furniture vii. Resolution No. 11479– A Resolution Authorizing the City Manager to Utilize $33,000 from the Water Operating Fund (Fund 520), the Sewer Operating Fund (Fund 530), the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Various IT Infrastructure Needs and Appropriation of Funds
FROM:	Police Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends that the City Council adopt:

i. Resolution No. 11473– A Resolution Authorizing the City Manager to Execute an Agreement with SKI AIR for $130,680 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace the HVAC System

ii. Resolution No.11474– A Resolution Authorizing the City Manager to Execute an Agreement with Garland Roofing for $10,450 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Maintenance and Repair to the Existing Roof

iii. Resolution No.11475–. A Resolution Authorizing the City Manager to Execute an Agreement with Flooring Buyer for $44,569.53 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace Carpet

iv. Resolution No.11476– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for $44,880 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Paint the Interior

v. Resolution No. 11477– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for $93,720 from the Water Operating Fund

(Fund 520) and the Sewer Operating Fund (Fund 530) for Construction of Walls and Doors and Appropriation of Funds

vi. Resolution No.11478– A Resolution Authorizing the City Manager to Execute an Agreement with Jamesville Office Furniture for $57,803.64 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Install and Furnish the Building with New and Existing Furniture

vii. Resolution No. 11479– A Resolution Authorizing the City Manager to Utilize $33,000 from the Water Operating Fund (Fund 520), the Sewer Operating Fund (Fund 530), the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Various IT Infrastructure Needs and Appropriation of Funds

BACKGROUND / ISSUE

In May 2025, the City Council approved the purchase of the building located at 1 Natoma Street, a 8,148 square foot commercial building, to serve as permanent office space for the Police Department's Neighborhood Services Unit and related police operations. The unit is currently housed in leased facilities. Escrow closed in July 2025.

As part of the acquisition, staff identified several building improvements necessary to ensure the facility is functional, safe, and properly configured for departmental use. In addition, the Environmental Water Resources (EWR) Division has been identified as needing office space. To help offset improvement costs, EWR will occupy a portion of the building. Minor construction will be required to accommodate their operations.

POLICY / RULE

Section 2.36.080 of the Folsom Municipal Code requires that contracts exceeding $75,049 be awarded by the City Council.

ANALYSIS

The building at 1 Natoma Street is more than 20 years old. While structurally sound, several major systems and interior features require replacement or repair:

- **HVAC Replacement** – Inspections confirm the system is nearing the end of its service life. Replacement now will ensure reliability and prevent costly emergency failures. *Estimated cost: $118,800 (lowest of three bids).*
- **Roof Repairs** – Active leaks threaten interior damage. *Estimated cost: $6,500–$9,500 (one bid; four firms declined to respond, one required a $1,700 inspection fee).*

- **Interior Finishes** – Existing carpet is worn and outdated, and paint is in poor condition. *Carpet: $40,517.75 (lowest of three bids). Paint: $40,800 (lowest of two bids; six firms unresponsive).*
- **Construction-** In order to accommodate EWR operations several walls and doors must be constructed. *Construction cost: $85,200 (lowest of two bids, other construction companies declined to respond).*
- **Furniture** – Relocation of existing furniture plus the purchase of new items and retrofits are needed. *Estimated cost: $52,548.76 (lowest of three bids).*
- **Technology Infrastructure** – Includes installation of a key card system, CCTV, and network/data cabling. *Estimated cost: $30,000.*

Total Estimated Improvement Cost: $377,366.51

These investments will ensure the building is safe, operationally efficient, and appropriately designed to support both the Police and EWR Department operations. They will also improve workplace functionality, employee morale, and the City's professional image.

FINANCIAL IMPACT

On May 13, 2025, the City Council approved Resolution No. 11381 that authorized the purchase of the building located at 1 Natoma Street as well as the cost of improvements to tailor the office space for police needs up to $1,000,000.

Staff is seeking authorization to spend up to a total of $415,103.16 to replace the HVAC system, make roof repairs, replace carpet, repaint the interior, purchase needed furniture, and install necessary IT infrastructure. Sufficient funds are available in the categories listed below to cover these expenditures. Staff is requesting an appropriation in the amount $55,110 in the Water Operating Fund (Fund 520) and $55,110 in the Sewer Operating Fund (Fund 530) to cover a portion of the $415,103.16 project.

Item	Police Capital Improvement Fund (428)	Folsom Plan Area Capital Improvement Fund (472)	Water Operating Fund (520)	Sewer Operating Fund (530)	Total	Total with 10% Contingency
HVAC Replacement	$11,880.00	$106,920.00			**$118,800.00**	**$130,680.00**
Roof Repairs	$950.00	$8,550.00			**$9,500.00**	**$10,450.00**
Carpet	$4,051.77	$36,465.98			**$40,517.75**	**$44,569.53**
Paint	$4,080.00	$36,720.00			**$40,800.00**	**$44,880.00**
Construction			$42,600.00	$42,600.00	**$85,200.00**	**$93,720.00**
Furniture	$5,254.87	$47,293.89			**$52,548.76**	**$57,803.64**
Technology Infrastructure	$1,500.00	$13,500.00	$7,500.00	$7,500.00	**$30,000.00**	**$33,000.00**
Subtotal	***$27,716.64***	***$249,449.87***	***$50,100.00***	***$50,100.00***	**$377,366.51**	
10% Contingency	$2,771.66	$24,944.99	$5,010.00	$5,010.00	**$37,736.65**	
Total	**$30,488.30**	**$274,394.86**	**$55,110.00**	**$55,110.00**	**$415,103.16**	**$415,103.16**

ATTACHMENTS

i. Resolution No. 11473– A Resolution Authorizing the City Manager to Execute an Agreement with SKI AIR for $130,680 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace the HVAC System

ii. Resolution No.11474– A Resolution Authorizing the City Manager to Execute an Agreement with Garland Roofing for $10,450 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Maintenance and Repair to the Existing Roof
iii. Resolution No.11475–. A Resolution Authorizing the City Manager to Execute an Agreement with Flooring Buyer for $44,569.53 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace Carpet
iv. Resolution No.11476– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for $44,880 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Paint the Interior
v. Resolution No. 11477– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for $93,720 from the Water Operating Fund (Fund 520) and the Sewer Operating Fund (Fund 530) for Construction of Walls and Doors and Appropriation of Funds
vi. Resolution No.11478– A Resolution Authorizing the City Manager to Execute an Agreement with Jamesville Office Furniture for $57,803.64 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Install and Furnish the Building with New and Existing Furniture
vii. Resolution No. 11479– A Resolution Authorizing the City Manager to Utilize $33,000 from the Water Operating Fund (Fund 520), the Sewer Operating Fund (Fund 530), the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Various IT Infrastructure Needs and Appropriation of Funds
viii. Winning Bids

Submitted,

_____

Randy Ulibarri, Interim Chief of Police

Attachment 1

RESOLUTION NO. 11473

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH SKI AIR FOR $130,680 FROM THE POLICE CAPITAL IMPROVEMENT FUND (FUND 428) AND THE FOLSOM PLAN AREA CAPITAL IMPROVEMENT FUND (FUND 472) TO REPLACE THE HVAC SYSTEM

WHEREAS, the building at 1 Natoma Street is more than 20 years old. While structurally sound, several major systems and interior features require replacement or repair; and

WHEREAS, the HVAC system was inspected and determined to be nearing the end of its service life; and

WHEREAS, City desires to hire a company to replace the entire HVAC system; and

WHEREAS, sufficient funds are available in the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to cover the cost of the replacement for $130,680; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom hereby authorizes the City Manager to execute an agreement with SKI AIR, in the amount of $130,680 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for HVAC replacement at 1 Natoma Street and

BE IT FURTHER RESOLVED that the Finance Director is authorized an additional $130,680 to be used from the Fiscal Year 2025-26 Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for the replacement of the HVAC system at 1 Natoma Street.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____

Christa Freemantle, CITY CLERK

Attachment 2

RESOLUTION NO. 11474

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH GARLAND ROOFING FOR $10,450 FROM THE POLICE CAPITAL IMPROVEMENT FUND (FUND 428) AND THE FOLSOM PLAN AREA CAPITAL IMPROVEMENT FUND (FUND 472) FOR MAINTENANCE AND REPAIR TO THE EXISTING ROOF

WHEREAS, the building at 1 Natoma Street is more than 20 years old. While structurally sound, several major systems and interior features require replacement or repair; and

WHEREAS, the existing roof was inspected and found to have leaks which need to be repaired and the roof is in need of maintenance; and

WHEREAS, City desires to hire a company to repair and complete one-time maintenance on the existing roof; and

WHEREAS, sufficient funds are available in the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to cover the cost to repair and complete maintenance for $10,450; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom hereby authorizes the City Manager to execute an agreement with Garland Roofing, in the amount of $10,450 from the in the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for repair and maintenance to the existing roof; and

BE IT FURTHER RESOLVED that the Finance Director is authorized an additional $10,450 to be used from the Fiscal Year 2025-26 Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for repair and maintenance to the existing roof at 1 Natoma Street.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____

Christa Freemantle, CITY CLERK

Attachment 3

RESOLUTION NO. 11475

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH FLOORING BUYER FOR $44,569.53 FROM THE POLICE CAPITAL IMPROVEMENT FUND (FUND 428) AND THE FOLSOM PLAN AREA CAPITAL IMPROVEMENT FUND (FUND 472) TO REPLACE CARPET

WHEREAS, the building at 1 Natoma Street is more than 20 years old. While structurally sound, several major systems and interior features require replacement or repair; and

WHEREAS, the existing carpet is over 20 years old with significant wear and damage; and

WHEREAS, City desires to hire a company remove the existing carpet and replace with new carpet; and

WHEREAS, sufficient funds are available in the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to cover the cost to remove the existing carpet and replace with new carpet for $44,569.53.

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom hereby authorizes the City Manager to execute an agreement with Flooring Buyer, in the amount of $44,569.53 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for carpet removal and replacement; and

BE IT FURTHER RESOLVED that the Finance Director is authorized an additional $44,569.53 to be used from the Fiscal Year 2025-26 Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for carpet removal and replacement at 1 Natoma Street.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____

Christa Freemantle, CITY CLERK

Attachment 4

RESOLUTION NO. 11476

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH WHITNEY & SONS FOR $44,880 FROM THE POLICE CAPITAL IMPROVEMENT FUND (FUND 428) AND THE FOLSOM PLAN AREA CAPITAL IMPROVEMENT FUND (FUND 472) TO PAINT THE INTERIOR

WHEREAS, the building at 1 Natoma Street is more than 20 years old. While structurally sound, several major systems and interior features require replacement or repair; and

WHEREAS, the existing paint is over 20 years old with significant wear and damage with wallpaper which must be removed; and

WHEREAS, City desires to hire a company to remove wallpaper and paint the interior; and

WHEREAS, sufficient funds are available in the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to cover the cost to remove the wallpaper and paint the interior for $44,880; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom hereby authorizes the City Manager to execute an agreement with Whitney & Sons Inc. in the amount of $44,880 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for wallpaper removal and interior paint; and

BE IT FURTHER RESOLVED that the Finance Director is authorized to appropriate an additional $44,880 to be used from the Fiscal Year 2025-26 Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for wallpaper removal and interior paint at 1 Natoma Street.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____

Christa Freemantle, CITY CLERK

Attachment 5

RESOLUTION NO. 11477

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH WHITNEY & SONS FOR $93,720 FROM THE WATER OPERATING FUND (FUND 520) AND THE SEWER OPERATING FUND (FUND 530) FOR CONSTRUCTION OF WALLS AND DOORS AND APPROPRIATION OF FUNDS

WHEREAS, the building at 1 Natoma Street has been determined to be occupied by police operations and EWR operations; and

WHEREAS, there are walls and doors which much be constructed for privacy and operational reasons; and

WHEREAS, City desires to hire a company to construct walls and doors to accommodate Police and EWR operations; and

WHEREAS, sufficient funds are available in the Water Operating Fund (Fund 520) and the Sewer Operating Fund (Fund 530) to cover the cost to construct the required doors and walls for $93,720; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom hereby authorizes the City Manager to execute an agreement with Whitney & Sons Inc. in the amount of $93,720 from the Water Operating Fund (Fund 520) and the Sewer Operating Fund (Fund 530) for construction of the walls and doors to accommodate Police and EWR operations; and

BE IT FURTHER RESOLVED that the Finance Director is authorized to appropriate an additional $93,720 from the Fiscal Year 2025-26 Water Operating Fund (Fund 520) and the Sewer Operating Fund (Fund 530) for construction of the walls and doors to accommodate Police and EWR operations at 1 Natoma Street.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____

Christa Freemantle, CITY CLERK

Attachment 6

RESOLUTION NO. 11478

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH JAMESVILLE OFFICE FURNITURE FOR $57,803.64 FROM THE POLICE CAPITAL IMPROVEMENT FUND (FUND 428) AND THE FOLSOM PLAN AREA CAPITAL IMPROVEMENT FUND (FUND 472) TO INSTALL AND FURNISH THE BUILDING WITH NEW AND EXISTING FURNITURE

WHEREAS, the building at 1 Natoma Street has been determined to be occupied by police operations and EWR operations; and

WHEREAS, new furniture must be purchased to furnish the space; and

WHEREAS, City desires to hire a company to move existing owned furniture, purchase new furniture, and install all of the furniture; and

WHEREAS, sufficient funds are available in the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to move existing owned furniture, purchase new furniture, and install all of the furniture for $57,803.64; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom hereby authorizes the City Manager to execute an agreement with Jamesville Office Furniture in the amount of $57,803.64 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to move existing owned furniture, purchase new furniture, and install all of the furniture; and

BE IT FURTHER RESOLVED that the Finance Director is authorized to appropriate an additional $57,803.64 to be used from the Fiscal Year 2025-26 Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to move existing owned furniture, purchase new furniture, and install all of the furniture to accommodate Police and EWR operations at 1 Natoma Street.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____

Christa Freemantle, CITY CLERK

Attachment 7

RESOLUTION NO. 11479

A RESOLUTION AUTHORIZING THE CITY MANAGER TO UTILIZE $33,000 FROM THE WATER OPERATING FUND (FUND 520), THE SEWER OPERATING FUND (FUND 530), THE POLICE CAPITAL IMPROVEMENT FUND (FUND 428) AND THE FOLSOM PLAN AREA CAPITAL IMPROVEMENT FUND (FUND 472) FOR VARIOUS IT INFRASTRUCTURE NEEDS AND APPROPRIATION OF FUNDS

WHEREAS, the building at 1 Natoma Street has been determined to be occupied by police operations and EWR operations; and

WHEREAS, the space needs technology infrastructure to support Police and EWR operations such as network and data cabling, key card access, and CCTV for security measures; and

WHEREAS, City desires to hire several companies to complete the technology infrastructure work; and

WHEREAS, sufficient funds are available in the Water Operating Fund (Fund 520), the Sewer Operating Fund (Fund 530), the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for technology infrastructure such as network and data cabling, key card access, and CCTV for security measures for $33,000; and

WHEREAS, the agreements will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom hereby authorizes the City Manager to execute agreements with companies agreeable to the city's IT department in the amount of $33,000 from the Water Operating Fund (Fund 520), the Sewer Operating Fund (Fund 530), the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to complete the necessary IT infrastructure work; and

BE IT FURTHER RESOLVED that the Finance Director is authorized to appropriate an additional $33,000 from the Fiscal Year 2025-26 Water Operating Fund (Fund 520), the Sewer Operating Fund (Fund 530), the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to complete the necessary IT infrastructure work to accommodate Police and EWR operations at 1 Natoma Street.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

Attachment 8

SKI AIR MECHANICAL CONTRACTORS

CA License #339581

PO Box 1054 El Dorado, CA 95623. Tel: (530) 626 – 4010 Fax: (530) 626 – 8831

www.skiair.com

7/28/2025

Contract & Proposal

Contractor	Folsom Police Department
Address	46 Natomas Street
City, State, Zip	Folsom, Ca. 95630
Contact Info	1-916-461-6400 Brian Lockhart 1-916-947-27-34
Job Location/Name	*Natomas 1 (8) unit change out*

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of the following:

Scope of Work

As Described in detail per attached **"Exhibit A"**

☒Equipment:

☒Carrier ☐Other:

☐Design Build ☒Controls ☒Utilities ☒Air Distribution ☐Venting.

☒Sheet Metal ☒Subcontract ☒Prevailing Wage

**R-22 to be obsolete in the year 2010*

Exclusions:

☒Permit* ☐Electrical ☐Gas Piping ☒LP Tank ☐Condensate Drains ☐Mounting Pad Leveling

☒Water Piping ☐Cutting and Patching ☐Prevailing Wage ☒Roofing ☒Architectural Sheet Metal

Features and Accessories

SEER	AFUE	ECONOMIZER	AIR PURIFIER
14 SEER	*81% AFUE*	*Fresh Air*	*N/A*

Additions/Deductions

Add Alternatives	Cost
Deduction Alternatives	**Cost**

Total Price: One Hundred Eighteen Thousand Eight Hundred Dollars & 00/100

$118,800.00

Payments will be billed by percentage as work progresses.

Full Payment will be due upon completion.

"Total Price" does not include Add Alternative/Deduction Alternative Prices

Initial:_____

Permit
California State Law requires the Owner of the Property to obtain a Permit before work begins.
☒ I understand it is my responsibility as the Property Owner/General Contractor to Obtain a permit before work begins. Initial:_____
☐ I request that Ski Air Inc. obtain a permit before work begins. All permit fees is paid by owner or extra engineering drawings and work not on. "Exhibit A". Initial: _____

Warranty	Total Years
Labor	One Year
Parts	One Year
Compressor Only (No Labor)	Five Years
Heat Exchanger	Five Years

Payment Conditions

Balance in full is due upon completion. A 2% service charge per month to be added to all accounts which exceed 30 days past due from invoice date. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Worker's Compensation and Public Liability insurance on the above work to be taken out by Ski Air Inc.

"Notice to Owner"

(Section 7019-Contractors License Law)

Under the Mechanic's Lien Law, any contractor, sub-contractor, laborer, materialman, or other person who helps improve your property and is not paid for his labor, services or material has a right to enforce his claim against your property. Under the law, you may protect yourself against such claims by filing, before commencing such work of improvement or modification thereof, in the office of the county recorder of the county where the property is situated and requiring that a contractor's payment bond by recorder in such office. Said bond shall be in an amount not less than fifty percent (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for payment in full of the claims of all persons furnishing labor, services, equipment, or materials for the work described in said contract.

Respectfully Submitted by: **TRAVIS LUBINSKI**

SKI AIR INCORPORATED LIC#339581

_____ 7/28/2025

Please sign the acceptance of the proposal and attached, **Exhibit A**

Acceptance of Proposal

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted By: _____ **Date:** _____

Contractors are required by law to be licensed and regulated by the Contractor's State Board. Any questions concerning a contractor may be referred to the register of the board whose address is: Contractor's State License Board 1020 N. Street. Sacramento, CA 95814

Initial:_____

	Purchased Materials and Equipment	
	Description EXHIBIT A	Quantity

CARRIER SINGLE ZONE HEAT PUMP 18KBTU #37MARAQ18AA3	1
CARRIER PERFORMANCE WALL HIGH 18KBTU #45MAHAQ18XA3	1
SIGNAL WIRING PER FT	15
CARRIER 14 SEER COMFORT 48NLNB360605 208/230 3 PHASE	4
CARRIER 14 SEER COMFORT 48NLNB480905 208/230 3 PHASE	4
CURB ADAPTER	8
OUTSIDE AIR DAMPER	8
7-DAY PROGRAMMABLE T-STAT W/ WIRE	8
Fire/smoke detectors	
MOUNT/SUSPEND INDOOR UNIT	1
ELECTRICAL PER FT	45
CONDENSATE PUMP	30
EXPOSED GAS PIPE PER FT	25
R-LINES 1/4L-5/8S PER FT	10
REMOVAL OF EXISTING EQUIPMENT	9
DISPOSAL OF EQUIPMENT	9
ADAPT TO EXISTING DUCTWORK	8
MISC. SEALANTS & ACCESSORIES	1
STANDARD CRANE PER HOUR	2

Existing Units

TABLE 1. ELECTRICAL AND PHYSICAL DATA FOR GAS HEAT ROOFTOP MODELS

NOMINAL COOLING CAPACITY TONS	EFFICIENCY (SEER)	ELECTRICAL								PHYSICAL							
		PHASE HERTZ VOLTS	COMPR. RLA	COMPR. LRA	FAN MOTOR FLA	BLR MOTOR FLA	MINIMUM CIRCUIT AMPACITY AMPS	FUSE OR HACR CIRCUIT BREAKER*		DRIVE TYPE	FILTER	OUTDOOR COIL			R22 OZ. (G)	NET WT. LBS (KG)	SHIP WT. LBS. (KG)
								MIN. AMPERES	MAX. AMPERES		RECOMMENDED NO. AND SIZE	AREA SQ. FT. (SQ. M)	NO. ROWS	CFM (L/S)			
3.0	10	3-60-208/230	12.5/12.5	88	1.3	2.4	20/20	25/25	30/30	DIR	24" X 24" X 1"	10.5 (.975)	1.0	2730 (1288)	62 (1758)	426 (193.2)	466 (211.4)
3.5	10	3-60-208/230	12.5/12.5	88	1.3	2.4	20/20	25/25	30/30	DIR	24" X 24" X 1"	12.8 (1.189)	1.0	2875 (1262)	74 (2098)	437 (198.2)	477 (216.4)
4.0	10	3-60-208/230	14.8/14.8	115	1.7	4.4	25/25	30/30	35/35	DIR	24" X 24" X 1"	12.8 (1.189)	1.0	3200 (1510)	78 (2211)	462 (209.6)	502 (227.7)
5.0	10	3-60-208/230	18.6/18.6	128	1.7	4.4	30/30	35/35	45/45	DIR	24" X 30" X 1"	12.8 (1.189)	2.0	2900 (1368)	119 (3373)	523 (237.7)	568 (258.2)

*WEIGHT VARIES DEPENDING ON HEATING INPUT. MAXIMUM POSSIBLE WEIGHT SHOWN.

New 3 Ton Unit

Physical Data

UNIT SIZE	24040	24060	30040	30060	36060	36090	42060	42090
NOMINAL CAPACITY (ton)	2	2	2-1/2	2-1/2	3	3	3-1/2	3-1/2
SHIPPING WEIGHT lb.	339	339	348	348	410	410	438	438
SHIPPING WEIGHT (kg)	154	154	158	158	186	186	199	199
COMPRESSOR / QUANTITY	Scroll / 1							
REFRIGERANT (R-454B)								
Quantity lb.	4.25		4.85		6.25		5.25	
Quantity (kg)	1.9		2.2		2.8		2.4	
REFRIGERANT METERING DEVICE	Orifice							
MINIMUM CONDITIONED SPACE AREA (sq. ft.)	76		76		106		91	
ORIFICE ID in. / mm	.055 / 1.40		.061 / 1.55		.065 / 1.65		.070 / 1.78	
OUTDOOR COIL								
Rows...Fins/in.	1...21	1...21	1...21	1...21	1...21	1...21	1...21	1...21
Face Area (sq ft)	11.9	11.9	13.6	13.6	13.6	13.6	13.6	13.6
OUTDOOR FAN								
Nominal CFM	2500	2500	3200	3200	3500	3500	3500	3500
Diameter in.	24	24	24	24	26	24	26	26
Diameter (mm)	609.6	609.6	609.6	609.6	660.4	609.6	660.4	660.4
Motor Hp (Rpm)	1/12 (810)	1/12 (810)	1/5 (810)	1/5 (810)	1/2 (810)	1/2 (810)	3/4 (810	3/4 (810)
INDOOR COIL								
Rows...Fins/in.	3...17	3...17	3...17	3...17	2...17	2...17	3...17	3...17
Face Area (sq ft)	3.7	3.7	3.7	3.7	5.6	5.6	4.7	4.7
INDOOR BLOWER								
Required Minimum Dissipation Airflow (CFM)	133	133	133	133	186	186	160	160
Nominal Cooling Airflow (CFM)	750	750	950	950	1150	1150	1350	1350
Size in. (D x W)	10x10	10x10	10x10	10x10	11x10	11x10	11x10	11x10
Size mm (D x W)	254x254	254x254	254x254	254x254	279.4x254	279.4x254	279.4x254	279.4x254
Motor HP (RPM)	1/2 (1050)	1/2 (1050)	1/2 (1050)	1/2 (1050)	3/4 (1000)	3/4 (1000)	1/2 (1050)	1/2 (1050)
FURNACE SECTION*								
Burner Orifice No. (Qty...Drill Size)								
Natural Gas (Factory Installed)	2...44	3...44	2...44	3...44	3...44	3...38	3...44	3...38
Propane Gas	2...55	3...55	2...55	3...55	3...55	3...53	3...55	3...53
HIGH-PRESSURE SWITCH (psig) Cut-out Reset (Auto)	650 +/- 15 420 +/- 25							
LOSS-OF-CHARGE / LOW-PRESSURE SWITCH (Liquid Line) (psig) cut-out Reset (auto)	NA							
RETURN-AIR FILTERS† ‡								
Throwaway Size in.	2 each 20x12x1				1 each 24x16x1, 24x18x1		1 each 24x14x1, 24x16x1	
(mm)	508x305x25				610x406x25, 610x457x25		610x356x25, 610x406x25	

*. Based on altitude of 0 to 2000 ft (0-610 m).
†. Required filter sizes shown are based on the larger of the AHRI (Air Conditioning Heating and Refrigeration Institute) rated cooling airflow or the heating airflow velocity of 300 to 350 ft/minute for throwaway type. Air filter pressure drop for non-standard filters must not exceed 0.08 IN. W.C.
‡. If using accessory filter rack refer to the filter rack installation instructions for correct filter sizes and quantity

Manufacturer reserves the right to change, at any time, specifica ns without notice and without obligations.

New 4 Ton Unit

Physical Data (Continued)

UNIT SIZE	48090	48115	48130	60090	60115	60130
NOMINAL CAPACITY (ton)	4	4	4	5	5	5
SHIPPING WEIGHT lb SHIPPING WEIGHT kg	491 223	491 223	491 223	496 225	496 225	496 225
COMPRESSOR / QUANTITY	Scroll / 1					
REFRIGERANT (R-454B) Quantity lb Quantity (kg.)	6.55 3.0			8.5 3.9		
MINIMUM CONDITIONED SPACE AREA (sq. ft.)	106			137		
REFRIGERANT METERING DEVICE	Orifice			TXV		
ORIFICE ID in./mm	.078 / 1.98			N/A		
OUTDOOR COIL Rows...Fins/in. Face Area (sq ft)	1...21 21.4	1...21 21.4	1...21 21.4	2...21 17.5	2...21 17.5	2...21 17.5
OUTDOOR FAN Nominal CFM Diameter in. Diameter (mm) Motor Hp (Rpm)	3500 26 660.4 1/5 (810)	3500 26 660.4 1/5 (810)	3500 26 660.4 1/5 (810)	3500 26 660.4 1/5 (810)	3500 26 660.4 1/5 (810)	3500 26 660.4 1/5 (810)
INDOOR COIL Rows...Fins/in. Face Area (sq ft)	3...17 5.6	3...17 5.6	3...17 5.6	3...17 5.6	3...17 5.6	3...17 5.6
INDOOR BLOWER Required Minimum Dissipation Airflow (CFM) Nominal Cooling Airflow (CFM) Size in. . (D x W) Size mm (D x W) Motor HP (RPM)	186 1600 11x10 279.4x254 1.0 (1075)	186 1600 11x10 279.4x254 1.0 (1075)	186 1600 11x10 279.4x254 1.0 (1075)	239 1750 11x10 279.4x254 1.0 (1040)	239 1750 11x10 279.4x254 1.0 (1040)	239 1750 11x10 279.4x254 1.0 (1040)
FURNACE SECTION* Burner Orifice No. (Qty...Drill Size) Natural Gas (Factory Installed) Propane Gas	3...38 3...53	3...33 3...51	3...31 3...49	3...31 3...49	3...31 3...49	3...31 3...49
HIGH-PRESSURE SWITCH (psig) Cut-out Reset (Auto)	650 +/- 15 420 +/- 25					
LOSS-OF CHARGE / LOW-PRESSURE SWITCH (Liquid Line) (psig) cut-out Reset (auto)	N/A					
RETURN-AIR FILTERS Throwaway† ‡in. mm	1 each 24x16x1, 24x18x1 610x406x25, 610x457x25					

*. Based on altitude of 0 to 2000 ft (0-610 m).

†. Required filter sizes shown are based on the larger of the AHRI (Air Conditioning Heating and Refrigeration Institute) rated cooling airflow or the heating airflow velocity of 300 to 350 ft/minute for throwaway type. Air filter pressure drop for non-standard filters must not exceed 0.08 IN. W.C.

‡. If using accessory filter rack refer to the filter rack installation instructions for correct filter sizes and quantity.

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Brian Lockhart

From: Louis E. Wright
Sent: Tuesday, July 8, 2025 10:07 AM
To: Brian Lockhart
Subject: RE: roof bid

Solution Options

CITY OF FOLSOM
50 NATOMA ST
FOLSOM, CALIFORNIA 95630

FACILITY: PD Admin Bldg	ROOF SECTION: Roof Section	TITLE: Solution for Roof Section	DATE: 06/09/2

Report Data

Report Date	06/09/2025
Title	Solution for Roof Section

The roof overall is in fair condition. Without knowing if the leaks are active, it is recommended to start with a maintenance. IF the has continuous leaks, a replacement can be done. A maintenance should be enough to get the flat roof section by for ~3-5 more The tile section is in poor condition, multiple tiles are broken and cracked. Maintenance and replacement option have been prov for both roof sections.

Repair Options

Solution Option:	Repair	**Action Year:**	2025
Square Footage:	11,325	**Expected Life (Years):**	3
Budget Range:	$6,500.00 - $9,500.00		

Maintenance and Cleaning

1. Clean roof, valleys and drains of debris.
2. All debris to be bagged and properly disposed offsite.
3. Clean all drain areas, inspect and reseal as needed.
4. Walk roof and look for failed sealants at all penetrations and curbs. Remove failed sealants and reseal.
5. Inspect all fasteners on coping metal and curbs, replace any loose or missing with new fasteners w/ grommets. Reseal existing fasteners as needed.
6. Clean out gutters and reseal all laps.
7. Seal cracked tiles.

Reroof Budgets
Mechanical Well Reroof - $80,000 - $100,000 - 30 year Warranty
Tile Roof Reroof - Shingles $165,000 - $185,000. Cement Tile $205,000 - $225,000
The following system describes the KEE-Stone 2 Ply Hybrid system.
Scope of work includes but is not limited to:

PROPOSAL

7/31/2025 8:05:18 AM

FLOORING BUYER
2943 GOLD PAN CT
RANCHO CORDOVA, CA 95670
916.635.8957
info@flooringbuyer.com
CSLB #1093783

The Right Way To Buy Flooring

Proposal #: **8550**
SaleDate: **7/31/2025**
Next Install:
Sales Rep: **Terry Moulding**

SOLD TO:

Brian Folsom City Police Department
1 Natoma St
Folsom , CA 95630
916-947-2734
blockhart@folsom.ca.us

INSTALL ADDRESS:

Brian Folsom City Police Department
1 Natoma St
Folsom CA 95630

	MATERIAL / LABOR	COLOR	QUANTITY	PRICE	TOTAL
1	Raw Beauty-45.00	Color- TBD	6525 SqFt	$4.12	$26,883.00
	Labor Shaw Carpet Tile 100% Eco Solution Q® Nylon		6500 SqFt	$1.15	$7,475.00
2	Dp99 4g-1.00	Adhesive	10 Each	$139.85	$1,398.50
3	Remove And Dispose Of Existing Carpet		1 Each	$4,000.00	$4,000.00

Comments:

1) Install carpet tile in all existing carpeted areas except conference room PER DIAGRAM

2) Remove and dispose of existing glue down carpet.

3) Leave existing rubber base on the wall and cut to them.

NOTE: Additional Charges May Apply Due To Unforseen Floor Prep

SubTotal:	**$39,756.50**
Misc Chg:	**$0.00**
****CARE:**	**$761.25**
Total:	**$40,517.75**
Payments:	**$0.00**
Balance:	**$40,517.75**

**California Carpet Stewardship Assessment CARE Fee Required By Law

Whitney & Sons, Inc.
CSLB# 763735 A & B

126 Karen Dr.
Napa, CA 94558
(707) 287-2645

ESTIMATE

SEPTEMBER 23, 2025

TO: CITY OF FOLSOM
50 Natoma Street
Folsom, CA 95630
916-461-6000

FOR: TENANT IMPROVEMENT AT 1 NATOMA ST, FOLSOM

SCOPE OF WORK

1) **SUPPLY AND INSTALL (3) NEW DOORS TO MATCH EXISTING AS CLOSE AS POSSIBLE, INCLUDING PAINT AND HARDWARE**
2) **DEMO WALLS; (1) LOCATION**
3) **REMOVE (2) GLASS PANELS**
4) **FRAME NEW WALLS IN (3) AREAS, AS NEEDED**
5) **REMOVE AND/OR REPAIR T-BAR CEILING AS NEEDED IN WORK AREAS**
6) **INSTALL DRYWALL AT ALL NEW FRAMED AREAS, TEXTURE AND PAINT TO MATCH EXISTING**
7) **REMOVE WALLPAPER THROUGHOUT OFFICES AND PAINT WALLS TO MATCH EXISTING**

HANDRAILS & DECKING TO BE PROVIDED BY OWNER

LABOR & MATERIALS TO COMPLETE AS PER SCOPE OF WORK.

REMOVE DRYWALL AND PAINT		***$40,800.00***
LABOR AND MATERIALS		***$85,200.00***
MATERIALS AS DESCRIBED & LABOR	***TOTAL***	***$126,000.00***

ANY WORK NOT LISTED IN SCOPE IS NOT INCLUDED.

THANK YOU,

KEVIN WHITNEY

Estimate

Jamesville Office Furniture, Inc.
11309B Folsom Blvd
Rancho Cordova, CA 95742 US
+19166384050
bw@jamesvillefurniture.com
www.jamesvillefurniture.com

ADDRESS
Folsom Police Department

SHIP TO
ATTN: Brian Lockhart Folsom Police Department 1 Natoma St, Folsom, CA 95630 Ground Floor

ESTIMATE #	DATE
24372	08/14/2025

SALES ASSOCIATE
Calista

QTY	ACTIVITY	RATE	AMOUNT
	08/14/2025 ****DEMO & REMOVAL****		
1	**88888** Demo/Removal Inventory: (12) Built in desking in hard walled "Cubicles" (1) Complete Library (includes removal off all bookcases and books left behind) -All Lobby Furniture -Miscellaneous wood furniture left behind through out the building. (DOES NOT INCLUDE AND WALL PATCHING OR PAINT CORRECTION THAT MAY BE NEEDED AFTER BUILT IN REMOVAL)	3,250.00	3,250.00
1	**88888** Hauling & Landfill Fees	900.00	900.00

*I understand used merchandise is sold as is; no warranties written or implied; no returns or refunds.
*50% NON REFUNDABLE DEPOSIT on all factory ordered product.
*35% RESTOCKING FEE for all stocked items.
*3% Transaction Fee Applies on All Orders Paid for by Credit Card

SUBTOTAL	4,150.00
TAX	0.00
TOTAL	**$4,150.00**

SIGNATURE:_____

Accepted By

Accepted Date

Estimate

Jamesville Office Furniture, Inc.
11309B Folsom Blvd
Rancho Cordova, CA 95742 US
+19166384050
bw@jamesvillefurniture.com
www.jamesvillefurniture.com

ADDRESS
Folsom Police Department

SHIP TO
ATTN: Brian Lockhart Folsom Police Department 1 Natoma St, Folsom, CA 95630 Ground Floor

ESTIMATE #	DATE
24371	08/14/2025

SALES ASSOCIATE
Calista

QTY	ACTIVITY	RATE	AMOUNT
	08/14/2025 ****FURNITURE RELOCATION**** Origin Address: 11 Natoma St, Folsom, CA 95630 New Address: 1 Natoma St, Folsom, CA 95630		
1	**88888** Disassemble/Move/ Reassemble Inventory: (2) L-shape Workstations (5) Telemarketing Workstations (5) Straight Desks (5) L-shape Desks (5) File cabinets w/ upper storage (9) Wall mounted cabinets (19) Chairs (1) Conference Table Misc Shelving in entry way Scope: Disassemble all furniture in existing suite and prep for moving. (Includes removal off all mounted cabinets) Relocate all furniture items across parking lot to adjacent building. Reassemble and install all items in new predetermined locations (Includes wall mounting storage cabinets)	4,315.00	4,315.00

*I understand used merchandise is sold as is; no warranties written or implied; no returns or refunds.
*50% NON REFUNDABLE DEPOSIT on all factory ordered product.
*35% RESTOCKING FEE for all stocked items.
*3% Transaction Fee Applies on All Orders Paid for by Credit Card

SUBTOTAL	4,315.00
TAX	0.00
TOTAL	**$4,315.00**

SIGNATURE:_____

Accepted By

Accepted Date

Estimate

Jamesville Office Furniture, Inc.
11309B Folsom Blvd
Rancho Cordova, CA 95742 US
+19166384050
bw@jamesvillefurniture.com
www.jamesvillefurniture.com

ADDRESS
Folsom Police Department

SHIP TO
ATTN: Brian Lockhart Folsom Police Department 1 Natoma St, Folsom, CA 95630 Ground Floor

ESTIMATE #	DATE
24367	08/13/2025

SALES ASSOCIATE
Calista

QTY	ACTIVITY	RATE	AMOUNT
	08/13/2025		
	ALL NEW FURNITURE NEEDED ----------		
	* Traffic Unit (5 people with Division) - Using All Existing Furniture ----------		
	* Sergeants Offices * QTY: 5 4 Offices will be using Existing Furniture from Building Next Door 1 will only be using (1) existing piece - rest will be ordered ***** Refer to Layout ---------- New Furniture Includes: Bow-front L-shaped desk with Box/Box/File Drawer Unit, 3' Overhead Storage with Glass Doors, and Separate Lateral File / Open Shelf Storage ---------- Lead Time: 1 week		
1	**PL177L NPG** Bow Front Desk Shell with Extension 71x48 (3) Will be used from existing inventory	479.00	479.00T
1	**PL177R NPG** Bow Front Desk Shell with Extension 71x48	479.00	479.00T
1	**PL192 NPG** Return 35x24 (1) Will be used from existing inventory	149.00	149.00T
2	**PL166 NPG** Box/Box/File Pedestal 15x22x28h ** Does not come with a top (3) Will be used from existing inventory	289.00	578.00T
	All Lateral Files with Open Shelving Storage Units and 3' Overhead Storage with Glass will be Existing ---------- * Animal Control - Using All Existing Furniture 6' x 6' L-shape with Box/Box/File Drawer Unit Existing - 182L / 192 / 166 ----------		

QTY	ACTIVITY	RATE	AMOUNT
	* Office with (3) People - Using All Existing Furniture (next to Crime Analyst) Straight 6' Desks with Box/Box/File Drawer Unit & 3' Overhead with Glass Doors Existing - 105 / 166 / 208 w/Glass Doors ----------		
	* Crime Analyst - All New Furniture Bowfront U-shaped Desk with Box/Box/File Drawer Unit & 3' Wall mounted unit with Glass Doors ---------- Total Desk Dimensions: 6' x 10.5' x 6'		
1	**PL177L NPG** Bow Front Desk Shell with Extension 71x48	479.00	479.00T
1	**PL197 NPG** Bridge 42x24	149.00	149.00T
1	**PL182R NPG** Credenza Shell w/ Right Extension 71x36	329.00	329.00T
1	**PL166 NPG** Box/Box/File Pedestal 15x22x28h ** Does not come with a top	289.00	289.00T
1	**PL208OH NPG** Open Storage Wall-Mounted 36x15x17h	219.00	219.00T
1	**PL44SGD** Set of 2 Glass/Alum. Doors for PL144OH/PL208OH	119.00	119.00T
	----------		
	* Lieutenant Office - Some Furniture Existing * Bowfront U-shaped Desk with Box/Box/File Drawer Unit, Storage Credenza, and (2) Club Chairs Existing - 182L / 166 / 208 w/glass ---------- Total U-shape Dimensions: 6' x 10.5' x 6'		
1	**PL177R NPG** Bow Front Desk Shell with Extension 71x48	479.00	479.00T
1	**PL197 NPG** Bridge 42x24	149.00	149.00T
1	**PL110 NPG** 71" Common Top	119.00	119.00T
2	**PL272** Modular Buffet Drawer 35.5"W x 22.05"D x 9.5"H	179.00	358.00T
2	**PL113 NPG** Double Door Cabinet 36x22x29h	329.00	658.00T
2	**JPAC51** Pacific Club Chair w/ Chrome Finish Legs (OP) COLOR TBD	499.00	998.00T
1	**PL220 NPG** End Table 24x24x20h - Laminate top/wood base	179.00	179.00T
	----------		
	* Forensic Office - Some Furniture Existing Straight 6' Desk with (2) Box/Box/File Drawer Units & Wrap Around Work Surface Existing - 105 / 166 (x2)		
1	**PL178L NPG** Desk Shell with Left Extension 71x42	479.00	479.00T
1	**PL178R NPG** Desk Shell with Right Extension 71x42	479.00	479.00T
1	**PL111 NPG** Credenza Shell 66x24	249.00	249.00T
2	**PL142 NPG**	49.00	98.00T

QTY	ACTIVITY	RATE	AMOUNT
	Half-End Panel/Support Leg 12"d ** Install Under Credenza		
	----------		
	* Persons Crime - Using All Existing Furniture Existing - 182 L & R / 192 (x2) / 166 (x2)		
	----------		
	* Lieutenant Office Next to Small Conference - All New Furniture		

	Bowfront U-shaped Desk with Box/Box/File Drawer Unit, Storage Credenza, and (2) Club Chairs		

	Total Desk Dimensions: 6' x 10' x 6'		
1	**PL177L NPG** Bow Front Desk Shell with Extension 71x48	479.00	479.00T
1	**PL193 NPG** Bridge 36x24	129.00	129.00T
1	**PL182R NPG** Credenza Shell w/ Right Extension 71x36	329.00	329.00T
1	**PL166 NPG** Box/Box/File Pedestal 15x22x28h ** Does not come with a top	289.00	289.00T
1	**PL110 NPG** 71" Common Top	119.00	119.00T
2	**PL272** Modular Buffet Drawer 35.5"W x 22.05"D x 9.5"H	179.00	358.00T
2	**PL113 NPG** Double Door Cabinet 36x22x29h	329.00	658.00T
2	**JPAC51** Pacific Club Chair w/ Chrome Finish Legs (OP) COLOR TBD	499.00	998.00T
	----------		
	* Library - Benching System - Using pre-owned parts from Jamesville - New Grey Tops - Pre-owned 8' x 4' Glass Whiteboard - New Grey Laminate Mobile Drawer Units		
	----------		
	4 - Person Workstation with Acrylic Panel Dividers In-between		

	Total Dimensions: 10"W x 5'D		
4	**PLT3060 NPG** Rectangular Desk Top 60x30	169.00	676.00T
1	**Parts** Pre-Owned Bases + Parts For Benching System	719.00	719.00T
2	**PLTAP1554S** 15"H x 54"W Acrylic Panel (BRACKETS SOLD SEPARATELY)	129.00	258.00T
2	**PLTSBUDMDUAL SILV** Dual Desk Mount Screen Bracket (Pair) To be Used for a Single Privacy Panel Between (2) Shared Work Surfaces.	47.00	94.00T
1	**Whiteboard** Pre-Owned 8' x 4'	399.00	399.00T
4	**PL1007 NPG** Mobile BF pedestal - Laminate	259.00	1,036.00T
	----------		
	* Built ins * L-Shaped Desks with Box/Box/File Drawer Units		

QTY	ACTIVITY	RATE	AMOUNT
	** Standard 6' x 6' Sizing for all Built ins		
5	**PL182L NPG** Credenza Shell w/ Left Extension 71x36	329.00	1,645.00T
7	**PL182R NPG** Credenza Shell w/ Right Extension 71x36	329.00	2,303.00T
12	**PL192 NPG** Return 35x24	149.00	1,788.00T
12	**PL166 NPG** Box/Box/File Pedestal 15x22x28h ** Does not come with a top	289.00	3,468.00T
	---		
	* Break Room * All New Furniture - 6' x 2' Bar Height - 3 Bar Stools Per Tab;e		
2	**PLT2472 NPG** Rectangular Desk Top 72x24	149.00	298.00T
4	**PLTDB72** Support Beam for 72" Desk Top SILVER	59.00	236.00T
4	**PLTLEGU2441-SIL** Tall "U Shaped" Leg 24x41h	119.00	476.00T
4	**PLTCBBSILVER** Connector Beam Bracket- REQUIRED FOR 48 & 60 LEG	52.00	208.00T
6	**J3085TQ** Agenda Plus Bar Height Chair w/ Chrome Frame (PC) BLACK, BLUE, WHITE or GREEN.	119.00	714.00T
	---		
	* Reception Chairs * (2) Club Chairs & One End Table		
2	**JPAC51** Pacific Club Chair w/ Chrome Finish Legs (OP) COLOR TBD	499.00	998.00T
1	**PL220 NPG** End Table 24x24x20h - Laminate top/wood base	179.00	179.00T
	* Task Chair *		
20	**J601-BK** Heavy Duty Flip Arm Mesh Task Chair	429.00	8,580.00T
	---		
	* Guest Chairs * (2) Per Sergeants Office Lieutenants have different style guest seating		
10	**J529-BK** JBS Black Leather Rounded Back Guest Chair with Wood Legs - SALE - CONTAINER PRICING	289.00	2,890.00T

1	**99999** Assembly/ Delivery/ Install	3,075.00	3,075.00T

*I understand used merchandise is sold as is; no warranties written or implied; no returns or refunds.
*50% NON REFUNDABLE DEPOSIT on all factory ordered product.
*35% RESTOCKING FEE for all stocked items.
*3% Transaction Fee Applies on All Orders Paid for by Credit Card

SUBTOTAL	40,913.00
TAX	3,170.76
TOTAL	**$44,083.76**

SIGNATURE:_____

Accepted By

Accepted Date

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	New Business
SUBJECT:	Resolution No. 11480 – A Resolution Authorizing the City Manager to Execute an Agreement with Mid-Valley IT to provide IT Management Services at a Monthly Cost of $33,900 for a Six Month Period
FROM:	City Manager's Office

RECOMMENDATION / CITY COUNCIL ACTION

Resolution No. 11480 – A Resolution Authorizing the City Manager to Execute an Agreement with Mid-Valley IT to provide IT Management Services at Monthly Cost of $33,900 for a six month period

BACKGROUND / ISSUE

The City of Folsom has become more reliant on technology to provide services to the community. At the September 23, 2025, City Council meeting the City Council approved cost saving measures that eliminated four IT personnel including the IT Manager, Process Improvement Specialist, GIS Technician and GIS Specialist. These reductions are anticipated to produce annual cost savings of $812,443. This decision was made knowing that the City would need to contract out for some IT services.

On an interim basis staff recommends that the City Council approve a resolution authorizing the City Manager to execute and agreement with Mid-Valley IT to provide IT Management Services to the City.

Mid-Valley IT is an experienced IT firm that specializes in the municipal sector. They are familiar with the complexities and regulatory issues associated with 911 dispatch centers and public safety mobile computers.

The goal of moving forward with a contracted IT provider is to provide a higher level of service to our internal and external customers. It is anticipated that this agreement with Mid-Valley IT

will be for a period of six months. The City intends to issue an RFP for IT services to find a long term provider.

SCOPE OF WORK

IT Audit

Mid Valley IT will perform an analysis of the current IT operations at the City and produce a report detailing its findings, and if applicable, suggestions for aligning IT operations with standard industry's best practices. The analysis will be approached in an open and collaborative manner that involves IT staff and City Management in the process. The outcome of the process will be a document produced that can be used to provide reinforcement for the city's current and future technology plans and will contain strategies for getting the most benefit from the city's current technology investments.

The analysis will cover several different areas within the IT Department including resource utilization, operations, budgeting, long term planning and alignment with organizational objectives. During the analysis key staff in the city, including the staff of the IT Department will be interviewed and a tour / overview of the city's technology programs at each of the main worksites will be taken. The analysis will also look at the culture of the organization both within IT and the city at large in their approach to technology. In terms of the questions asked, emphasis will be placed on current operational methods and understanding the benefits and challenges experienced by both users and IT staff in the adoption and use of technology. It's important to note that when talking with staff the analysis will focus equally on what works well, and what doesn't.

Mid Valley IT understands the city's technology, especially in the public safety areas, is extremely sensitive and great care will be taken to work with IT staff to ensure that any questions asked or data reviewed is handled appropriately. No data, beyond simple notes taken during the analysis process, will be taken off site. To further allay fears, Mid Valley IT will submit staff to a Live Scan background check if requested to do so by the city. All Mid Valley IT Staff are Live Scanned and background checked as part of our hiring process. At the conclusion of the analysis a findings document will be generated that includes comments about the city's technology program, and if applicable, ideas that might improve the cities technology program. The findings document will be high level in nature and address the city's technology at a macro level. The findings document will be presented to the City Manager and can include multiple presentations to other stakeholder groups as well.

Monthly Services

- Full IT Management of Environment and Staff
- Overflow Remote Support

- Overflow On-Site Support
- IT Consulting
- Yearly Budgeting
- 5 Year Technology Planning

Enterprise Tools and Software

- Desktop Monitoring Software
- Server Monitoring Software
- Remote Access Software
- **Open DNS Software**

FINANCIAL IMPACT

The cost of this agreement for a six-month period will be $203,400 or $33,900 per month. The cost for the IT Manager and Process Improvement Specialist monthly was $40,205.08. If annualized the monthly savings are approximately $80,000.

ATTACHMENTS

1. Resolution No. 11480– A Resolution Authorizing the City Manager to Execute an Agreement with Mid-Valley IT to provide IT Management Services at Monthly Cost of $33,900 for a six month period.

Submitted,

Bryan Whitemyer, City Manager

Attachment 1

RESOLUTION NO. 11480

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH MID-VALLEY IT TO PROVIDE IT MANAGEMENT SERVICES AT A MONTHLY COST OF $33,900 FOR A SIX MONTH PERIOD

WHEREAS, the City Council adopted cost saving measures at its September 23, 2025 City Council meeting that resulted in the elimination of IT personnel; and

WHEREAS, these reductions are anticipated to create overall savings of $812,443; and

WHEREAS, the City needs some IT management services that will conduct a full system audit as well as provide regular IT management services to the City; and

WHEREAS, it is anticipated that the agreement with Mid-Valley IT will produce about $80,000 in annual cost savings; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute and agreement with Mid-Valley IT to provide IT Management Services to the City of Folsom for a six-month period at a cost of $33,900 per month with the option to extend on a month-to-month basis if needed (see Exhibit A).

PASSED AND ADOPTED this 14th day of October, 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

EXHIBIT A

MID VALLEY IT MANAGEMENT AND SUPPORT AGREEMENT

IT MANAGEMENT AND SUPPORT AGREEMENT

The way IT should be

800.931.2043
www.midvalleyit.com

767 E Yosemite Ave
Merced, CA 95348

Thank You

Thank you for considering our proposal for your IT Management and Support services. We are pleased to present the following distinct advantages associated with our contract:

Inventory Flexibility: There will be no increase in your monthly rate when you add more supported equipment until your annual inventory audit.

Local Service: With our offices strategically located in Merced and Stockton, we are positioned to respond promptly to all of your support requirements.

Enterprise Tools: Our agreements include access to a comprehensive suite of software tools designed to proactively monitor and safeguard your environment around the clock.

Staff Management: Oversee and streamline the city's current IT staff operations to enhance efficiency, optimize resources, and align services with modern technology standards.

IT Audit: A full audit of the organization's technology environment to gain a clear understanding of existing systems, identify necessary changes and their justifications, and recognize what is currently functioning well.

KEY CONTACTS

Tom Leach
Owner/Partner

Cullen Byrne
Principal Consultant

Joy Alexander
Director of Sales

Corri Silveira
Director of Engineering

Brandon Birmingham
Senior Engineer

The way IT should be

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www.midvalleyit.com

767 E Yosemite Ave
Merced, CA 95348

TOOLS FOR **SUCCESS**

REMOTE SUPPORT

This agreement includes overflow remote support from our internal Network Operations Center (NOC) during business hours.

Composed of highly skilled engineers, the NOC specializes in quickly and efficiently resolving a wide range of issues.

ON-SITE SUPPORT

This agreement includes overflow on-site support from our field engineer team during business hours.

Customer will also have both management and technical resources available to them throughout the agreement.

STRATEGIC TECHNOLOGY PLANNING

This agreement includes the creation of inventory, capital replacement plans, yearly budgets, project management, and network documentation.

Every document prepared under this contract is property of the customer.

ENTERPRISE TOOLS

This agreement includes enterprise level monitoring software and Open DNS.

Optional additional services are available upon request, including but not limited to, EDR and SIEM software, Security Awareness Training, and Off-site Backup.

The way IT should be

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www.midvalleyit.com

767 E Yosemite Ave
Merced, CA 95348

PEACE OF MIND
WITH DATA BACKUP

How much is your data worth?

THE CHALLENGE

Your business data serves as the lifeblood of your organization, and the volume you are collecting and storing continues to expand rapidly.

Consider the ramifications of losing a day's worth of data, a week's worth, or even an entire year's data due to insufficient or infrequent backup procedures. What would be the consequences? Would recovery be feasible?

THE SOLUTION

Fully Managed System means that we monitor your assets to ensure they are always functional and up-to-date, and will respond quickly to any issues that may arise.

Delta Level Technology eliminates the need for complete backups; significantly minimizing backup duration, storage requirements, network traffic, and the overall workload on your computers.

Recover Your Data to Dissimilar Hardware; meaning you can perform a bare metal restore of your data to other hardware.

Supreme Flexibility in data recovery from a full restore to retrieving a single file.

The way IT should be

800.931.2043
www.midvalleyit.com

767 E Yosemite Ave
Merced, CA 95348

A FEW OF OUR **VALUED** CLIENTS

These organizations trust us as their dedicated IT Managed Service Provider and have kindly shared their letters of recommendation. Here are some quotes from those letters:

City of Livingston California

"[Mid Valley IT is] very efficient and provide valuable direction on future projects"

Chris Soria
Chief of Police

City of Los Banos At the Crossroads of California

"[Mid Valley IT's] staff is knowledgeable, friendly, and quick to respond. They have never failed to complete a requested job task or project."

Sonya Williams
Finance Director

City of Gustine CALIFORNIA

"[Mid Valley IT is] an outstanding organization [in] that they ensure that all expenditures are in the best interest of the city."

Douglas Dunford
City Manager

Gustine Unified School District

"Mid Valley IT does not only wait for problems to arise, they are forward-thinking and they bring forth areas of their own where they feel we can plan and improve."

Dr. Bryan Ballenger
Superintendent

City of Newman CALIFORNIA

"Mid Valley IT not only addresses issues and problems that arise but they also do an excellent job of helping us evaluate new technologies and systems, plan for the future and attain our organization's technological goals."

Mike Maier
City Clerk

The way IT should be

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www.midvalleyit.com

767 E Yosemite Ave
Merced, CA 95348

PROJECT SERVICES

RATES AND FEES

"Any sufficiently advanced technology is indistinguishable from magic."
Arthur C. Clarke

Service Type	Non-Agreement	Agreement
Forensics	$300/hr	$275/hr
Design/Consult	$275/hr	$250/hr
Senior Level Engineer	$250/hr	$235/hr
Engineer	$195/hr	$175/hr
After-hours*	Projects Only	1.5x standard rate
Holiday hours**	Projects Only	2x standard rate

*After-hours support times are Monday through Friday 5:00 pm to 8:00 am and all day Saturday.
**Holiday hours include national holidays and Sunday.

The way IT should be

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767 E Yosemite Ave
Merced, CA 95348

IT MANAGEMENT AND SUPPORT AGREEMENT

A. Mid Valley IT gives said support agreement Client a guaranteed response time of 4 hours for all emergency service calls. An emergency is identified as either 50% or more network down or critical application failure. Any other service request may be upgraded to an emergency classification at a cost of $300.00.

B. Travel is included as part of this agreement.

C. This agreement will run for an initial term of six (6) months. After the initial term, it will automatically continue on a month-to-month basis. Either party may cancel the agreement after initial term by providing thirty (30) days' written notice along with the reason for cancellation. Upon cancellation, all unpaid service fees will become immediately due and payable.

D. Every document prepared under this contract is the exclusive property of the Client. No information prepared under this contract may be made available to any individual or organization without the Client's prior approval.

E. Client shall indemnify and hold harmless the contractor, its officers, officials, employees, agents and volunteers from and against all liabilities, claims, damages, losses, and expenses, herein, caused in whole or in part by any negligent act or omission of the Contractor, its consultants, subcontractors, anyone directly or indirectly employed by any of them, or anyone for whose acts may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of the Contractor.

F. Contractor shall indemnify and hold harmless the Client, its officers, officials, employees, agents and volunteers from and against all liabilities, claims, damages, losses, and expenses, herein, caused in whole or in part by any negligent act or omission of the Client, its consultants, subcontractors, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of the Client.

IT MANAGEMENT AND SUPPORT AGREEMENT
CONT.

G. Under no circumstance is Contractor responsible for damages resulting from data loss, work interruptions, or system failures / crashes related to the Client's system, servers, computers, mobile device, or other electronic systems. Contractor is not responsible for failure of the backup system due to physical failure, or omission of data from the backup job. It is the Client's sole responsibility to notify the Contractor if a litigation hold is in place on any of the Client's systems and to verify the proper operation and configuration of the backup systems.

H. Neither party shall be held liable for any delay or failure in performance of all or a portion of the Services of any part of this Agreement from any cause beyond its reasonable control and without its fault or negligence, including, but not limited to, acts of God, acts of civil or military authority, government regulations, embargoes, epidemics, war, terrorist acts, riots, insurrections, fires, explosions, earthquakes, nuclear accidents, floods, power blackouts affecting facilities other than facilities of a kind commonly protected by redundant power systems, unless such redundant power systems are also affected by any Force Majeure condition, unusually severe weather conditions, inability to secure products or services of other persons or transportation facilities, or acts or omissions of transportation common carriers.

I. During the term of this Agreement and for a 2-year period after any termination of this Agreement, Client, will not, without the prior written consent of Mid Valley IT, either directly or indirectly, on Client's own behalf or in the service or on behalf of others, solicit, divert or hire away any person employed by Mid Valley IT or any customer of Mid Valley IT.

J. Every 12 months, following the start date of this agreement, a cost-of-living increase shall be applied at the SSA published COLA rate plus 1%.

K. Invoices are due and payable by the 1st of the month receiving support. Once an invoice reaches 30 days past due, Client shall be placed on a support hold until payment arrangements have been approved.

IT MANAGEMENT AND SUPPORT AGREEMENT
CONT.

L. MISCELLANEOUS PROVISIONS

a. Waiver. The Client's waiver of a breach of term is not deemed a waiver of any subsequent breach of the same term.

b. Cost of Litigation. If legal action is necessary to enforce this contract, the prevailing party is entitled to receive all costs and expense including reasonable attorney's fees and costs of arbitration or litigation.

c.Entire Contract. This document, together with the attachments, is the entire contract. Any modification must be in writing and signed by the parties.

d. This contract shall bind and inure to the benefit of the heirs, successors, and assigns of the parties; however, Contractor shall not subcontract or assign this contract without the prior written consent of the Client.

e. If the Contractor is compelled to provide testimony or otherwise appear for matters (subpoenas, depositions or similar) related to the Client, Client is responsible for paying Contractor's rate (including travel) of $500.00 per hour.

M. Any new equipment installed into the Client's environment shall incur a labor fee for installation. Mid Valley IT shall notify client, and quote, any work that may require additional labor prior to any work being completed. Client reserves the right to either approve or decline any quote at their discretion.

This agreement shall commence on the date signed and run for six (6) months. This agreement shall supersede all other agreements (either written or verbal) and shall be the document referenced for the support guidelines for the above client. Once the term has been reached, this agreement shall auto-renew on a monthly basis until such time as written notice is given for either cancellation or term changes.

Quotation

Mid Valley IT

767 E Yosemite Ave
Merced, CA 95340

Date: 10/8/2025
Reference: 61393-1
Valid until: 11/7/2025

For: Bryan Whitemyer
City of Folsom

Description	Quantity	Unit Price	Tax	Price
IT Audit Mid Valley IT will perform an analysis of the current IT operations at the City and produce a report detailing its findings, and if applicable, suggestions for aligning IT operations with standard industry's best practices. The analysis will be approached in an open and collaborative manner that involves IT staff and City Management in the process. The outcome of the process will be a document produced that can be used to provide reinforcement for the city's current and future technology plans and will contain strategies for getting the most benefit from the city's current technology investments. The analysis will cover several different areas within the IT Department including resource utilization, operations, budgeting, long term planning and alignment with organizational objectives. During the analysis key staff in the city, including the staff of the IT Department will be interviewed and a tour / overview of the city's technology programs at each of the main worksites will be taken. The analysis will also look at the culture of the organization both within IT and the city at large in their approach to technology. In terms of the questions asked, emphasis will be placed on current operational methods and understanding the benefits and challenges experienced by both users and IT staff in the adoption and use of technology. It's important to note that when talking with staff the analysis will focus equally on what works well, and what doesn't. Mid Valley IT understands the city's technology, especially in the public safety areas, is extremely sensitive and great care will be taken to work with IT staff to ensure that any questions asked or data reviewed is handled appropriately. No data, beyond simple notes taken during the analysis process, will be taken off site. To further allay fears, Mid Valley IT will submit staff to a Live Scan background check if requested to do so by the city. All Mid Valley IT Staff are already Live Scanned and background checked as part of our hiring process. At the conclusion of the analysis a findings document will be generated that includes comments about the city's technology program, and if applicable, ideas that might improve the cities technology program. The findings document will be high level in nature and address the city's technology at a macro level. The findings document will be presented to the City Manager and can include multiple presentations to other stakeholder groups as well.	1	$0.00	$0.00	$0.00
Monthly Services - Full IT Management of Environment and Staff - Overflow Remote Support - Overflow On-Site Support - IT Consulting - Yearly Budgeting - 5 Year Technology Planning	1	$30,250.00	$0.00	$30,250.00
Enterprise Tools and Software - Desktop Monitoring Software - Server Monitoring Software - Remote Access Software - Open DNS Software	1	$3,650.00	$0.00	$3,650.00

Sub-total	$33,900.00
Sales tax	
TOTAL	**$33,900.00**

This quotation is presented to the customer above on the date created, and is valid until the quotation expiry date. All prices quoted were correct at the time of quotation creation, and are subject to change due to supply. Any questions regarding your quotation, please speak with your representative. To accept this quotation, in whole or in part, please reply to the sender with your wishes, specifying a valid purchase order number, where possible. Thank you for your business. It is very much appreciated.

Please see below notes relating to this proposal:

Mid Valley IT

Signature:

Name: Tom Leach

City of Folsom

Signature:

Name:

Email:

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CITY OF
FOLSOM
DISTINCTIVE BY NATURE

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	Old Business
SUBJECT:	Resolution No. 11468 – A Resolution Authorizing the City Manager to Terminate the Agreement with Western Truck Parts and Equipment Company, LLC (Contract No. 046-21 23-002) for $1,112,661.18 from the Solid Waste Operating Fund (Fund 540) for the Purchase of Two Electric Refuse Collection Vehicles
FROM:	Public Works Department

RECOMMENDATION / CITY COUNCIL ACTION

The Public Works Department recommends that the City Council pass and adopt Resolution No. 11468 – A Resolution Authorizing the City Manager to Terminate the Agreement with Western Truck Parts and Equipment Company, LLC (Contract No. 046-21 23-002) for $1,112,661.18 from the Solid Waste Operating Fund (Fund 540) for the Purchase of Two Electric Refuse Collection Vehicles.

BACKGROUND / ISSUE

Resolution 10909, approved by Folsom City Council on August 23, 2022, authorized the City Manager to execute an agreement for the purchase of two electric refuse trucks. The purchase is consistent with the Folsom 2035 General Plan goal of reducing the consumption of carbon-intensive fuels and the State of California mandate to transition to zero emission vehicles to improve air quality. Since the Waste and Recycling Division (Division) is responsible for about 90% of diesel fuel use by city operations, there is significant potential to reduce greenhouse gas emissions if electric refuse trucks are proven to be a viable alternative to diesel powered trucks. As this technology is new to the waste industry, the Public Works Department (Department) ordered two different collection trucks, one side loader for residential cans and one rear loader for bulky waste, to pilot the feasibility of this technology for different types of collection.

The total cost of the electric refuse trucks is $1,352,661.18; the side loader costs $704,230.83, and the rear loader costs $648,430.35. Due to the high cost of electric trucks, the Department secured additional funding to support the purchase. The funding includes $240,000 from the California Air Resources Board's Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP), and two grants from the Sacramento Metropolitan Air Quality Management District (SMAQMD) totaling $302,361, which includes a requirement to surrender two operational diesel trucks. After the incentive and grants, the cost to the city is $810,300.18. The cost of equivalent diesel trucks at the time of this order was $810,363.

The purchase agreement was executed on January 10, 2023, with a delivery date no later than September 6, 2023. The agreement also included the purchase of fourteen diesel trucks, all of which have been received. The production of the electric refuse vehicles took longer than expected, but additional delays occurred due to severe rodent damage to the wiring harnesses. Following these repairs, the first attempt to deliver one of the electric trucks was November 7, 2024; however, it was not accepted due to coolant pump issues, a power steering fluid leak, and a few minor cosmetic issues. Several subsequent delivery attempts of both trucks failed due to mechanical or electrical concerns discovered upon arrival, or in one case, a transmission failure on the way to Folsom that resulted in it being towed back to the dealer.

Upon learning about a second transmission replacement in one of the trucks, staff determined that the delays in providing operational trucks were unreasonable and notified the dealer of the city's intent to terminate the contract. Following this notice, the dealer met with city staff to propose specification upgrades to permanently correct the issues. Staff learned that the problems with our electric trucks are not isolated to our order; the manufacturer reportedly built approximately two hundred trucks with the same specifications, and they are working to upgrade all of them. Some are already in service, while others, like ours, are still pending acceptance. The upgrades include a new inverter motor and mount, transmission, drive shaft, electrical harness, hill start assist, and artificial sound for pedestrian safety. During this meeting, staff requested and were assured they would receive references for the rebuilt trucks.

On June 24, 2025, the City of Folsom City Council received a staff presentation and recommendation to amend the contract, allowing for the later delivery of the trucks and updated specifications. At this time, references had not been received. Following some discussion, the council decided to delay any decision regarding the matter until staff could speak with references from other customers using the new truck configuration. The rebuild of the trucks ordered by the City of Folsom is now complete; however, the City has still not received references and has learned that there are currently no customers using the upgraded chassis in a comparable operation.

POLICY / RULE

Section 2.36.080 of the Folsom Municipal Code states, in part, that contracts for supplies, equipment, services, and construction with an estimated value of $75,049 or greater shall be awarded by the City Council.

ANALYSIS

Despite some benefits of continuing with this purchase, the lack of references and transparency regarding the inability to provide them has resulted in reduced confidence, leading to a change to the previous recommendation to proceed. Staff is now recommending that the agreement be canceled based on the original concern of not being able to provide functional zero-emission vehicles. The manufacturer's proposed revisions are expected to resolve the mechanical problems, and while there is no indication they won't, staff are also unable to gain the requested assurances that they will. The overall lack of confidence in the product and having no references as to how the vehicles would operate in the City's Solid Waste environment reinforces staff's recommendation to cancel the contract.

Unfortunately, the need to test this technology within the operation persists since the city is still subject to California's Advanced Clean Fleet Regulations, which require fifty percent of all medium and heavy-duty vehicles to be electric. The disadvantage of canceling this order is that any subsequent purchases of electric refuse trucks will be nearly double the cost, but staff is not sure when these types of vehicles will be ready for use within the City. In addition to price increases, purchases made prior to the mandate qualify for funding assistance that future purchases will not. Canceling this purchase will result in forfeiting $542,361 in grants and incentives. This includes $200,000 that was previously reported as unstable, but SMAQMD recently confirmed they would be able to honor if Folsom were to complete the purchases prior to the end of 2025.

FINANCIAL IMPACT

The total cost of the two vehicles is $1,352,661.18. Funding for the electric refuse trucks was included in the fiscal year 2022-23 rate study, and $1,112,661.18 is currently encumbered in the Solid Waste Operating Fund (Fund 540). The encumbrance includes the cost of the vehicles plus the grant funding since both are reimbursement grants. The HVIP voucher is provided directly to the manufacturer and is reduced from the overall amount the city would be invoiced. Approving the termination of this purchase agreement would save the Solid Waste Operating Fund $810,300.18. This is $1,352,551.18 less $240,000 discount for HVIP, and $302,361 in grant funding reimbursements.

ENVIRONMENTAL REVIEW

This action is exempt from environmental review under the California Environmental Quality Act (CEQA).

ATTACHMENT

Resolution No. 11468 – A Resolution Authorizing the City Manager to Terminate the Agreement with Western Truck Parts and Equipment Company, LLC (Contract No. 046-21 23-002) for $1,112,661.18 from the Solid Waste Operating Fund (Fund 540) for the Purchase of Two Electric Refuse Collection Vehicles

Submitted,

Rebecca Neves, Public Works Director

Attachment 1

RESOLUTION NO. 11468

A RESOLUTION AUTHORIZING THE CITY MANAGER TO TERMINATE THE AGREEMENT WITH WESTERN TRUCK PARTS AND EQUIPMENT COMPANY, LLC (CONTRACT NO. 046-21 23-002) FOR $1,112,661.18 FROM THE SOLID WASTE OPERATING FUND (FUND 540) FOR THE PURCHASE OF TWO ELECTRIC REFUSE COLLECTION VEHICLES

WHEREAS, the Folsom 2035 General Plan commits to reducing the consumption of carbon-intensive fuels through the purchase of more efficient vehicles; and

WHEREAS, the city is currently subject to California's Advanced Clean Fleet Regulations, which require fifty percent of all medium and heavy-duty vehicle purchases to be zero-emission by 2024, and 100% of medium and heavy-duty vehicle purchases to be zero-emission vehicles by 2027; and

WHEREAS, on August 23, 2022, the Folsom City Council approved Resolution No. 10909 authorizing the purchase of one electric side loader refuse collection vehicle and one electric rear loader refuse collection vehicle to pilot the feasibility of electric vehicle technology within the waste collection operation; and

WHEREAS, the Waste and Recycling Division has contracted with Western Truck Parks and Equipment Company, LLC (WTP) to supply electric refuse collection vehicles; and

WHEREAS, WTP has been unable to provide functional electric refuse collection vehicles to fulfill its obligation under the agreement with the City of Folsom; and

WHEREAS, WTP has been unable to provide the necessary references requested by the City for operations of these vehicles in a comparable operation to the City's Solid Waste operations; and

WHEREAS, the City of Folsom has a fiscal responsibility to purchase equipment that will accomplish operational needs; and

WHEREAS, the City of Folsom desires to terminate the agreement with WTP for the purchase of two electric refuse collection vehicles; and

WHEREAS, the encumbrance of $1,112,661 in the Solid Waste Fund (Fund 540) will be released; and

WHEREAS, the termination notice will be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom hereby authorizes the City Manager to Terminate the Agreement with Western Truck Parts and Equipment Company, LLC (Contract No. 046-21 23-002) for $1,112,661.18 from the Solid Waste

Operating Fund (Fund 540) for the Purchase of Two Electric Refuse Collection Vehicles.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

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CITY OF
FOLSOM
DISTINCTIVE BY NATURE

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	Old Business
SUBJECT:	Resolution No. 11469 – A Resolution Rescinding Resolution No.11389 and Authorizing the City Manager to Execute an Agreement for Design Consulting and Community-Build Construction Assistance Services with Leathers & Associates for the Kid's Play Park – Play Structure Replacement Project (Project PK2501) for $111,569 in the Parks & Recreation Equipment/Capital Fund (Fund 609)
FROM:	Parks and Recreation Department

RECOMMENDATION / COUNCIL ACTION

Staff recommend that the City Council rescind Resolution No. 11389, which authorized the City Manager to execute an agreement with Leathers & Associates for design consulting services for the Kids Play Park Renovation Project at a cost of $81,640. In alignment with the City Council's May 27 direction to shift the project scope from a contract-build to a community-build, staff further recommend approval of Resolution No. 11469 – A Resolution Rescinding Resolution No.11389 and Authorizing the City Manager to Execute an Agreement for Design Consulting and Community-Build Construction Assistance Services with Leathers & Associates for the Kid's Play Park – Play Structure Replacement Project (Project PK2501) for $111,569 in the Parks & Recreation Equipment/Capital Fund (Fund 609).

BACKGROUND

Folsom Kids Play Park, also known as Castle Park, is home to the beloved castle-themed wooden playground designed by Robert Leathers and built by the community in 1996. The almost 30-year-old wooden play structures have reached the end of their useful life and without replacement parts available, the City has decided to rebuild the play structures.

Staff publicly advertised a Request for Proposals (RFP) for the playground design with a due date of April 20, 2025. A total of 4 proposals were received and reviewed by staff from the Parks & Recreation Department. After following a comprehensive evaluation process, which is outlined in Resolution No. 11389, staff recommended awarding the Kids Play Park Renovation Project playground design contract to Leathers & Associates. The contract was presented to City Council

as Resolution No. 11389 on May 27. As a condition of approval, City Council directed staff to change the construction method to a community build to help with costs and complete the project in a faster timeline. Leathers & Associates was informed of the contract award and the new direction from City Council. In order to cover the additional costs of the community-build construction assistance services, Leathers & Associates increased their contract cost from $81,640 to $111,569.

POLICY / RULE

In accordance with Chapter 2.36 of the Folsom Municipal Code, Public Works projects or purchases costing $75,049 or greater shall be awarded by the City Council.

ANALYSIS

In the original proposal for a contractor-built project, Leathers & Associates planned to provide only limited support during the contractor-led construction phase. Their involvement included having one construction superintendent attend three construction meetings and providing eight days of construction assistance over two site visits.

With the shift to a community-build, Leathers & Associates will now be responsible for an organizational phase to prepare for the community-build and for providing three construction superintendents to lead volunteers through a six-day construction period.

The resulting cost increase of $29,929 reflects the additional construction superintendent's time required for more staff to lead the volunteers and the associated travel expenses.

FINANCIAL IMPACT

The Folsom Kid's Play Park – Play Structure Replacement project (Project PK2501) is included in the Fiscal Year 2025-26 Capital Improvement Plan with a project budget of $800,000 in the Parks & Recreation Equipment/Capital Fund (Fund 609). Sufficient funds are budgeted and available within the fund and project budget to cover the cost of the agreement with Leathers & Associates for $111,569 for design consulting and community build construction assistance services.

ENVIRONMENTAL REVIEW

Per California Environmental Quality Act (CEQA) guidelines, replacing an existing playground is exempt from environmental review since the project involves minor alterations to an existing public facility with negligible or no expansion of use.

ATTACHMENTS

1. Resolution No. 11469 – A Resolution Rescinding Resolution No.11389 and Authorizing the City Manager to Execute an Agreement for Design Consulting and Community-Build Construction Assistance Services with Leathers & Associates for the Kid's Play Park – Play Structure Replacement Project (Project PK2501) for $111,569 in the Parks & Recreation Equipment/Capital Fund (Fund 609).

2. Leathers & Associates Agreement for Design Consulting and Community-Build Construction Assistance Services.

3. Resolution No.11389 – A Resolution Authorizing the City Manager to Execute an Agreement for Design Consulting Services with Leathers & Associates for the Kids Play Park Renovation Project (Project PK2501).

Respectfully Submitted,

Kelly Gonzalez,

Parks & Recreation Director

Attachment 1

RESOLUTION NO. 11469

A RESOLUTION RESCINDING RESOLUTION NO.11389 AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR DESIGN CONSULTING AND COMMUNITY-BUILD CONSTRUCTION ASSISTANCE SERVICES WITH LEATHERS & ASSOCIATES FOR THE KID'S PLAY PARK RENOVATION PROJECT (PROJECT PK2501) FOR $111,569 IN THE PARKS & RECREATION EQUIPMENT/CAPITAL FUND (FUND 609)

WHEREAS, Folsom Kids Play Park, with its castle-themed wood play structure, was built in 1996 and has reached the effective end of its useful life and requires complete replacement; and

WHEREAS, on March 31, 2025, staff issued a Request for Proposal for playground design services for Folsom Kids Play Park with the intent of the project being built by a contractor; and

WHEREAS, on April 20, 2025, Leathers & Associates submitted a proposal for design services with limited construction assistance for a total not-to-exceed amount of $81,640; and

WHEREAS, on May 27, 2025, City Council directed the project be changed to a community build; and

WHEREAS, on May 27, 2025, the City Manager was authorized to execute a Design and Consulting Services Agreement with Leathers & Associates for design services for the Kid's Play Park – Play Structure Replacement Project (Project PK2501), for a total not-to-exceed amount of $81,640.

WHEREAS, upon notification of project scope changing to a community-build, Leathers & Associates increased their contract amount to $111,569 to cover additional construction superintendents' time required to lead the volunteers and the associated travel expenses; and

WHEREAS, The Kid's Play Park – Play Structure Replacement Project (Project PK2501) is included in the FY 2025-26 Capital Improvement Plan with a project budget of $800,000 in the Parks and Recreation Equipment/Capital Fund (Fund 609); and

WHEREAS, sufficient funds are budgeted and available to cover the cost of the agreement; and

WHEREAS, the Design and Consulting Services Agreement shall be in a form acceptable to the City Attorney:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom rescinds Resolution No. 11389 and authorizes the City Manager to execute an agreement for Design Consulting and Community-Build Construction Assistance Services with Leathers & Associates for the Kid's Play Park – Play Structure Replacement Project (Project PK2501), for a total not-to-exceed amount of $111,569.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

Attachment 2

Project: Folsom Kids Play Park Renovation

CITY OF FOLSOM
PARKS AND RECREATION DEPARTMENT
AGREEMENT FOR DESIGN CONSULTING SERVICES WITH
LEATHERS AND ASSOCIATES

This Agreement is entered into as of July 18, 2025, ("Effective Date") by and between the City of Folsom, a Municipal Corporation, hereinafter referred to as "City" and Leathers & Associates, Inc. a Corporation hereinafter referred to as "Consultant."

WITNESSETH:

WHEREAS, City desires playground Design Services for Folsom Kids Play Park; and,

WHEREAS, Consultant, by reason of its qualifications, experience, and facilities for performing the type of services contemplated herein, has proposed to provide the requested services;

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agreed, City and Consultant agree as follows:

I. Scope of Service

The scope of service covered by this Agreement includes all consulting services described and contained in Exhibit A, attached hereto and by this reference incorporated into this Agreement. In the event of a conflict between the terms and conditions in this Agreement and the terms and conditions in Exhibit A, the terms and conditions set forth in this Agreement shall prevail.

II. Term of Agreement

The term of this Agreement shall commence on the Effective Date and shall continue until all services provided for in this Agreement have been performed or for one year, whichever is sooner, unless otherwise terminated as set forth in Paragraph XVII of this Agreement.

III. Schedule for Performance

City and Consultant agree that time is of the essence in the performance of this work, and Consultant agrees to produce documents and perform services in the times stated in the Proposal or within nine months after Agreement is fully executed. Deviations from time schedule may be made with the approval of the Parks & Recreation Director.

IV. Compensation

Compensation for all of the services described and contained in Exhibit A shall be paid on a not-to-exceed basis. The maximum compensation for all of the services specified in Exhibit A, including any and all costs or expenses, is $111,569. In the event the cost for services exceeds $111,569, Consultant agrees to complete all services enumerated in Exhibit A at no additional expense to City.

The City shall have the right to review all books and records kept by the Consultant and any subcontractors in connection with the operation and services performed under this Agreement. The City shall withhold payment for any expenditure not substantiated by Consultant's or subcontractor's books and records. In the event the City has made payment for expenditures that are not allowed, as determined by the City's audit, the Consultant shall reimburse the City for the amount of the unallowed expenditures. City shall make no payment for any services not specified in Exhibit A of this Agreement unless such additional services and the price thereof are agreed to in writing and approved by the City prior to the time that such additional services are rendered.

V. Invoicing, Payment, Notices

Consultant shall submit periodic invoices, not more frequently than monthly, for the services rendered during the preceding period. Invoices shall describe the services performed and costs incurred, the person(s) rendering performed services, the amount of time spent by such person(s), and the applicable hourly rate. Invoices that include charges for services rendered during the month of July shall not include any charges incurred after July 18th. A separate invoice shall be submitted for all services rendered after July 18th.

Consultant shall transmit invoices and any notices required by this Agreement, to City as follows:

Hannah Perez
Parks & Recreation Department
City of Folsom
50 Natoma Street
Folsom, California 95630

City shall transmit payments on invoiced amounts, and any notices required by this Agreement to Consultant as follows:

Leathers & Associates
P.O. Box 3364
Jupiter, FL 33469

VI. Professional Services

Consultant is a Corporation. Consultant agrees that services shall be performed and completed in the manner and according to the professional standards observed by a competent practitioner of the profession in which Consultant and its subcontractors or agents are engaged. Consultant shall not, either during or after the term of this Agreement,

make public any reports or articles, or disclose to any third party any confidential information relative to the work of City or the operations or procedures of the City without the prior written consent of City.

Consultant further agrees that it shall not, during the term of this Agreement, take any action that would affect the appearance of impartiality or professionalism.

VII. Independent Contractor

It is understood and agreed that Consultant (including Consultant's employees) is an independent contractor and that no relationship of employer-employee exists between the parties hereto. Consultant shall be responsible for the payment of all taxes, workers' compensation insurance and unemployment insurance. Should Consultant desire any insurance protection, Consultant is to acquire same at its sole expense.

Consultant's assigned personnel shall not be entitled to any benefits payable to employees of City. City is not required to make any deductions or withholdings from the compensation payable to Consultant under the provisions of the Agreement, and is not required to issue W-2 Forms for income and employment tax purposes for any of Consultant's assigned personnel.

Consultant, in the performance of its obligation hereunder, is only subject to the control or direction of City as to the designation of tasks to be performed and the results to be accomplished. Any third persons employed by Consultant shall be entirely and exclusively under the direction, supervision, and control of Consultant.

Consultant hereby indemnifies and holds City harmless from any and all claims that may be made against City based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement. In the event Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall further indemnify, protect, defend, and hold harmless the City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

VIII. Authority of Consultant

Consultant enters into this Agreement as an independent contractor and not as an officer, employee or representative of the City. Accordingly, Consultant shall provide information, recommendation, and advice to City, but shall possess no authority with respect to any City decision and no right to act on behalf of City in any capacity as agent, or to bind City to any obligations whatsoever.

IX. Conflict of Interest

Consultant certifies that it has disclosed to City any actual, apparent, or potential conflicts of interest that may exist relative to the services to be provided pursuant to this Agreement. Consultant agrees to advise City of any actual, apparent or potential conflicts

of interest that may develop subsequent to the date of execution of this Agreement. Consultant further agrees to complete any statements of economic interest required by either City ordinance or State law.

Neither this Agreement, any duties or obligations under this Agreement, nor the intention or expectations of the City will cause the Consultant to be a "public official" as that term is used in California Government Code section 87100. The City and Consultant agree that the Consultant is not a "public official" or "participating in governmental decisions" as those terms are used in section 87100. The City and Consultant also agree that no actions and opinions necessary for the performance of duties under this Agreement will cause the Consultant to be a "public official" or "participating in a governmental decision" as those terms are used in section 87100. Nothing in this Agreement shall be construed to be inconsistent with the Consultant's status as an independent contractor.

X. Assignment and Subcontracting

Consultant's rights, duties and obligations under this Agreement are not assignable or transferable, and Consultant shall not subcontract any work, without the prior written approval of the Parks & Recreation Director.

City does not assume any liability, duty or obligation to Consultant's subcontractors, sub consultants, or agents by execution or performance of this Agreement, and no subcontractors, sub consultants, agents or other parties, are third party beneficiaries of this Agreement.

XI. Ownership of Work Product

All technical data, evaluations, reports, plans and other work products of Consultant provided hereunder shall become the property of City and shall be delivered to City upon completion of the services authorized hereunder. Consultant may retain copies thereof for its files and internal use. City representatives shall have access to work products for the purpose of inspecting same and determining that the services are being performed in accordance with the terms of the Agreement. Publication of the information derived from work performed or data obtained in connection with services rendered under this Agreement must be approved in writing by City.

Both parties recognize that the City is a public entity subject to the requirements of the California Public Records Act ("PRA"). Consultant understands that the release of any written, printed, graphic, or electronically recorded information and document delivered by Consultant to the City will be governed by the PRA and agrees that the release of such material pursuant to the PRA shall not require Consultant's prior consent or approval.

XII. Indemnification

To the fullest extent permitted by law, Consultant agrees to immediately indemnify, defend, and hold harmless the City, its officers, officials, employees, agents, and volunteers from and against any and all claims, losses, liability, or damages that arise out of, pertain to or relate to the negligence, recklessness or willful misconduct of Consultant, its subcontractor, sub consultants, agents, and employees ("Claims"). Consultant assumes no responsibility to indemnify City for the negligent acts or omissions or willful misconduct of

City, its officers, officials, employees, agents, and volunteers. The Consultant's obligation to indemnify applies unless it is finally adjudicated that the liability was caused by the negligence or willful misconduct of an indemnified party. If it is finally adjudicated that liability is caused by the comparative negligence or willful misconduct of an indemnified party, then Consultant's indemnification obligation shall be in proportion to the established comparative fault of Consultant.

The duty to defend is a separate and distinct obligation from Consultant's duty to indemnify. Consultant shall be obligated to defend allegations of Consultant negligence, recklessness or willful misconduct, whether Consultant is specifically identified or not in all legal, equitable, administrative, or special proceedings, with counsel approved by the City, the City and its council members, officers, agents and employees, immediately upon tender to Consultant of the Claim in any form or at any stage of an action or proceeding, whether or not liability is established. An allegation or determination that persons other than Consultant are partially responsible for the claim does not relieve Consultant from its separate and distinct obligation to defend under this section. The obligation to defend extends through final judgment, including exhaustion of any appeals. The defense obligation includes an obligation to provide independent defense counsel if Consultant asserts in a cross-claim, counter claim, third party complaint or defense (affirmative defense or by reference in the action) that liability is caused in whole or in part by the negligence or willful misconduct of the indemnified party. If it is finally adjudicated that liability was caused by the comparative active negligence or willful misconduct of an indemnified party, Consultant's share of the cost to defend shall not exceed Consultant's proportionate percentage of fault, and Consultant may submit a claim to the City for reimbursement of reasonable attorneys' fees and defense costs in proportion to the established comparative liability of the indemnified party.

XIII. Insurance

During the term of this Agreement, Consultant shall maintain insurance coverage as set forth in Exhibit B, attached hereto and incorporated herein by reference, at its own cost and expense.

XIV. Employment Practices

Consultant, by execution of this Agreement, certifies that it does not discriminate against any person upon the basis of race, color, creed, national origin, age, sex, disability or marital status in its employment practices.

XV. Licenses, Permits, Etc.

Consultant represents and warrants to City that it has all licenses, permits, qualifications and approvals of whatsoever nature that are legally required for Consultant to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement any licenses, permits, and approvals which are legally required for Consultant to practice its profession at the time the services are performed.

XVI. Records

Consultant shall maintain records, books, documents and other evidence directly pertinent to the performance of work under this Agreement in accordance with generally accepted accounting principles and practices.

For consulting services related to engineering design, Consultant agrees to comply with the terms of Exhibit C that is attached hereto and incorporated herein by reference.

XVII. Termination

City and Consultant may terminate this Agreement by providing thirty (30) days written notice prior to the effective termination date.

In the event of such termination, City shall pay Consultant for all services actually rendered up to and including the date of termination. Consultant shall deliver to City copies of all drawings, reports, analyses, and investigations whether completed or not, that were prepared or were being prepared under the provisions of this Agreement.

XVIII. Amendments

Any modification or amendment of any provision of this agreement shall be in writing and must be executed by both parties hereto.

XIX. Incidental Beneficiaries

It is expressly understood and agreed that the enforcement of these terms and conditions shall be reserved to City and Consultant. Nothing contained in the Agreement shall give or allow any claim or right of action whatsoever by any third person. It is the express intent of the City and Consultant that any such person or entity, other than City and Consultant, receiving services or benefits under this Agreement shall be deemed an incidental beneficiary.

XX. Miscellaneous Provisions

A. Attorneys' Fees: In the event an action or proceeding is instituted by either party for the breach or enforcement of any provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees according to law.

B. Venue: This Agreement shall be deemed to be made in, and the rights and liabilities of the parties, and the interpretation and construction of the Agreement governed by and construed in accordance with the laws of the State of California. Any legal action arising out of this Agreement shall be filed in and adjudicated by a court of competent jurisdiction in the County of Sacramento, State of California.

C. Enforceability: If any term or provision of this Agreement is found to be void, voidable, invalid or unenforceable by a court of competent jurisdiction under the laws of the State of California, any and all of the remaining terms and provisions of this Agreement shall remain binding.

D. Time: All times stated herein or in any other contract documents are of the essence.

E. Binding: This Agreement shall bind and inure to the heirs, devisees, assignees and successors in interest of Consultant and to the successors in interest of City in the same manner as if such parties had been expressly named herein.

F. Survivorship: Any responsibility of Consultant for warranties, insurance, indemnity, record keeping or compliance with laws with respect to this Agreement shall not be invalidated due to the expiration, termination or cancellation of this Agreement.

G. Waiver: In the event that either City or Consultant shall at any time or times waive any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Agreement, whether of the same or any other covenant, condition or obligation. Waiver shall not be deemed effective until and unless signed by the waiving party.

XXI. Fleet Compliance Disclosure

Vehicles with a GVWR greater than 8,500 lbs. and light-duty package delivery vehicles operated in California may be subject to the California Air Resources Board Advanced Clean Fleets regulations. Such vehicles may therefore be subject to requirements to reduce emissions of air pollutants. For more information, please visit the CARB Advanced Clean Fleets webpage at https://ww2.arb.ca.gov/our-work/programs/advanced-clean-fleets.

XXII. Entire Agreement

This instrument and any attachments hereto constitute the entire Agreement between the City and Consultant concerning the subject matter hereof.

XXIII. Authority to Execute

The person or persons executing this Agreement on behalf of the parties hereto warrants and represents that he/she/they has/have the authority to execute this Agreement on behalf of their entity and has/have the authority to bind their party to the performance of its obligations hereunder.

XXIV. Counterparts

This agreement may be executed in one or more counterparts, each of which shall be deemed an original, and will become effective and binding upon the parties at such time as all of the signatories hereto have signed a counterpart of this Agreement. All counterparts so executed shall constitute one Agreement binding on all of the parties hereto, notwithstanding that all of the parties are not signatory to the same counterpart.

END OF TEXT - SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed.

Leathers & Associates, inc.
A Corporation

(If a corporation, must be signed by two officers of the corporation per Corporations Code section 313.)

ML 7/30/25
Date

16-1427912
Tax I.D. Number

Marc Leathers
Signature

Marc Leathers
Signature

Marc Leathers
Print Name

Marc Leathers
Print Name

President
Title

Secretary
Title

CITY OF FOLSOM, A Municipal Corporation: Stacey Hector

Notary Public State of Florida
Stacey Hector
My Commission HH 667133
Expires 4/21/2029

Date

Bryan Whitemyer, City Manager

ATTEST:

FUNDING AVAILABLE:

Christa Freemantle, City Clerk Date

Stacey Tamagni, Finance Director Date

ORIGINAL APPROVED AS TO CONTENT:

ORIGINAL APPROVED AS TO FORM:

9/5/2025

Kelly Gonzalez, Date
Director of Parks & Recreation

Steven Wang, City Attorney Date

NOTICE: SIGNATURE(S) ON BEHALF OF CONSULTANT MUST BE NOTARIZED. A certificate of acknowledgment in accordance with the provisions of California Civil Code section 1189 must be attached for each person executing this agreement on behalf of consultant. This section provides, at part (b): "Any certificate of acknowledgment taken in another place shall be sufficient in this state if it is taken in accordance with the laws of the place where the acknowledgment is made."

EXHIBIT A

SCOPE OF WORK

See the following pages.

Date: 8/29/2025

Playgrounds by LEATHERS
Dream. Build. Play!

PRELIMINARY PROPOSAL

Scope of Services and Proposal
for the construction of a new Leathers Playground
at City of Folsom

Project Summary:

Play Area (sf): 12,500
Build Method: Volunteer
Surfacing choice: Engineered Wood Fiber

City of Folsom
50 Natoma Street
Folsom
CA, 95630

Construction Week: [TBD Date]

PLEASE READ THIS ENTIRE PRELIMINARY PROPOSAL, HEREINAFTER CALLED PROPOSAL. IT CONTAINS IMPORTANT INFORMATION FOR YOUR PROJECT.

This proposal constitutes an estimate of the work our office will provide for your project and the associated fees. The fees outlined here will vary only if additional work is requested or required. Examples of work that would generate additional fees include details above and beyond those necessary for us to build the project, a major change in project's scope, or a change of site.

The construction phase will not change except by mutual agreement between Leathers & Associates and the community. Certain conditions may be encountered during construction that significantly affects consultants' total number of hours. Variables such as weather and low volunteer turnout are impossible to identify until the time of construction and may affect the total hour's necessary for construction consultation. However, additional fees will be charged only if construction continues beyond the final scheduled day.

The following pages contain an outline of the services we are to provide. Please contact us If you have any questions about this proposal.

This proposal is valid through 11/27/2025

PO Box 3364
Jupiter, FL 33469-9998
Toll Free 877-564-6464
www.playgroundleathers.com

The following is an outline of fees for Leathers & Associates' professional services & materials:

Schematic Design Phase		
Preliminary Playground Design Fee:	$	6,320.00
Schematic drawing, estimated budget, preliminary components list, fundraising tool.		
Development, Construction Documents, Final Design Fee:	$	33,250.00
Working drawings and specifications for our consultants.		
Project Management / Materials Management Fee:	$	4,500.00
Project management services, Materials list, Tools list, Volunteers estimates.		
PIP Rubber surface specifications Fee: (if applicable)	$	-
Additional drawings to be provided for your surface installer		
Construction scheduling		
Construction scheduling Fee:	$	950.00
Confirms your construction date.		
Organization Phase		
Organization Phase Fee:	$	2,350.00
Estimated travel expenses	$	1,700.00
Construction Consultation		
Construction Consultants Fee: (Estimated 6 days)	$	44,874.00
Estimated travel expenses	$	10,125.00
Estimated outsourced Engineering allowance	$	7,500.00
Total fees for L&A	**$**	**111,569.00**
Estimated Materials - provided by the client		
Estimated materials /w Shipping	$	385,000.00
Estimated Surfacing - Engineered Wood Fiber	$	30,000.00
SUB-TOTAL	**$**	**526,569.00**
Materials contingency- provided by the client	$	9,625.00
Project contingency - provided by the client	$	9,625.00
TOTAL ESTIMATED BUDGET	**$**	**545,819.00**

PO Box 3364
Jupiter, FL 33469-9998
Toll Free 877-564-6464
www.playgrounds com

L&A Rate Schedule			Staff/Role
$	185.00	/Hr.	Sr. Designer
$	145.00	/Hr.	Designer
$	135.00	/Hr.	CAD specialist
$	110.00	/Hr.	Project Manager
$	75.00	/Hr.	Administrative
$	165.00	/Hr.	Construction Consultant

BASIC SERVICES The Basic Services consist of the phases described below.

DESIGN PHASE

Preliminary Design

A representative of Leathers & Associates shall consult with the client to ascertain the requirements of the project and on establishing design goals and the initial scope of the project. The firm shall prepare schematic design studies, consisting of drawings and other documents illustrating the scale and relationship of project components for approval by the client.

Leathers & Associates will prepare and provide a preliminary budget summary based on the information gathered during the preliminary design. In addition, the firm will provide a preliminary components list to assist the clients' fundraising efforts, as well as an electronic fundraising tool to help manage financial goals.

Development & Final Design

Leathers & Associates shall review and consult with the committee on the schematic design and shall incorporate the design feedback requested by the committee. Leathers & Associates shall refine and change the schematic design to conform with the current safety and accessibility guidelines (ASTM F1487, CPSC Pub. No. 325, and ADA requirements) and to fit site and utility requirements. Individual details, traffic flow and budget constraints shall be considered.

Construction Documents

Leathers & Associates shall prepare from the schematic design, for approval by the client, the working drawings and specifications setting forth the requirements for the construction of the entire project. These documents typically consist of plan view drawings, site drawing with stakeout and post information. Upon completion of the final design, we will produce a rendering drawing.

Leathers & Associates shall assist the client in filing the required documents for the approval of governmental authorities having jurisdiction over the project. It is, however, the client's responsibility to identify any such requirements and authorities and to follow through with any required filings.

Project Management Services

The client will be assigned a project manager, who will serve as the client's main contact from shortly after the Design Phase through the construction of the project. The project manager is available from 8 a.m. to 5 p.m. Eastern Time and can be reached by telephone or email. If the project extends past the initially agreed upon construction date, there may be additional project management fees. This service also provides the client with a custom comprehensive tools list, detailing all of the tools required to complete the construction of the project. In addition, we will provide the client with an estimate and schedule for the number of volunteers the project will need to complete construction.

Materials Management

Leathers & Associates shall provide the client with a Materials List, enabling the client to purchase or obtain donations for all materials necessary for the completion of the project. A suppliers list and specifications for materials are part of this list.

CONSTRUCTION SCEDULING

Construction scheduling Fee

This fee reserves your construction dates. Dates are available on a first come first serve basis. The earlier you confirm your dates the more likely you are to get your first choice. Once confirmed if you change your dates, you may be charged an additional fee.

ORGANIZATION PHASE

Organization Phase Fee

Leathers & Associates shall provide organizing and coordinating assistance and support by phone to the committee. A representative of Leathers & Associates shall also conduct Organization Day meetings with the client.

CONSTRUCTION CONSULTATION

Construction Consultants Fee

Leathers & Associates shall provide construction consultants who will be present at the site during construction. The consultants shall work with the committee during construction to provide observation of construction and interpretation of drawings.

The construction consultants shall familiarize themselves generally with the progress and quality of the work and determine in general if the work is proceeding in accordance with the construction drawings. The construction consultants shall be the interpreters of the requirements of the construction documents and the impartial judges of the performance thereunder by the volunteers.

The construction consultants shall have the authority to reject work that does not conform to the construction documents. Whenever, in their reasonable opinion, they consider it necessary or advisable to ensure the proper implementation of the intent of the construction documents, they shall have authority to require replacement of any work at any stage of construction. The construction consultants' decisions shall be final if consistent with the intent of the construction documents.

The construction consultants shall conduct a final inspection upon substantial completion of the work and shall prepare a punch list for the committee's use to accomplish full completion of the project.

Leathers & Associates shall receive and review the punch list and shall issue a certificate of substantial completion.

ESTIMATED MATERIALS

As part of a budget overview we have estimated the cost for the main materials for the project. As part of a community-built project it's anticipated that some materials and services will be donated. Your project manager will review the materials list with you for a complete understanding.
For budget proposes we have estimated the cost of the materials necessary for the project. This is just an estimate until we develop the schematic design and obtain actual estimates. Upon completion of the design development the client will be given the necessary materials to obtain final estimates. Materials and shipping estimates may change between your Design Phase and the construction.
Surfacing can be a large percentage of the projects budget depending on the clients' requirements; therefore, this line item has been broken out for review.

CONTINGENCIES

We have included contingencies to help ensure trying to keep the project on budget. While the contingencies can be used together, we have broken them down into two categories. The first is a material contingency. This may typically be used during construction to cover any last-minute materials developments. The second is a project contingency. This is to cover any miscellaneous costs during the entire project from pre-construction through construction.

TOTAL ESTIMATED BUDGET

The total estimated budget is the total anticipated cost to complete the project including contingencies. Some estimates like shipping may change right up to the time you place your orders. It's important that the materials coordinator monitors the budget throughout the project. We continuously assist the client to track and ensure the project stays on

PO Box 3364
Jupiter, FL 33469-9998
Toll Free 877-564-6464
www.playground[illegible]com

TRAVEL FEES

Travel fees are included in this proposal

PAYMENT OF FEES

Payments will be base on the shceduel outline below.

Phase / Fee	Approximate Due dates
Preliminary Playground Design Fee	Upon receiving schematic
Development/Construction Documents Fee	Upon receiving documents
Project Management / Materials Management Fee	Upon signed contract
PIP Rubber surface specifications Fee	Upon receiving documents
Construction scheduling Fee	Upon seleectign construction dates
Organization phase	Completion of Organization Day
Construction phase	Last day of construction date

All invoices are subject to a 1.5% per month surcharge on any unpaid balance after the due date (annual percentage rate of 18%).

AUTHORIZATION

Marc Leathers

Owner - Marc Leathers
Leathers & Associates, Inc.

Date: 7/30/2025

Marc Leathers

Secretary - Marc Leathers
Leathers & Associates, Inc.

Date: 7/30/2025

Authorized Representative
City of Folsom

Date: _____

Stacey Hector

Notary Public State of Florida
Stacey Hector
My Commission HH 667133
Expires 4/21/2029

PO Box 3364
Jupiter, FL 33469-9998
Toll Free 877-564-6464
www.playgrounds[illegible]com

EXHIBIT A-1

SCOPE OF WORK

See the following pages.

Folsom, CA Estimated timeline

Date	Description	Offset days
6/26/2025	Local event collecting feedback	19
7/15/2025	Design day	20
8/4/2025	Client submits design criteria	1
8/5/2025	L&A starts development of schematic drawing	17
8/22/2025	Client receives schematic design	14
9/5/2025	Client submits design feedback on schematic drawing	3
9/8/2025	L&A starts development drawing	18
9/26/2025	Finish development drawings	7
10/3/2025	Client approves drawings	2
10/5/2025	Client orders materials	
	Community design reveal	
9/20/2025	Demo PG	12
2/1/2026	Earliest materials can be delivered	119
2/15/2026	Buffer	14
2/16/2026	Start construction	1
2/23/2026	Finish construction	7
3/2/2026	Install safety surfacing	7
3/9/2026	Earliest playground can be open	7

EXHIBIT B

INSURANCE

NOTE: The word "Consultant" in this Exhibit refers to either "Consultant" or "Contractor" as the term is used in the Agreement/Contract to which this Exhibit is attached.

A. During the term of this Agreement, Consultant shall maintain in full force and effect at all times during the term of the contract, at its sole cost and expense, policies of insurance as set forth herein:

1. General Liability:
   a. General liability insurance including, but not limited to, protection for claims of bodily injury and property damage liability, personal and advertising injury liability and product and completed operations liability.
   b. Coverage shall be at least as broad as Insurance Services Office Commercial General Liability coverage form CG 0001 (occurrence).
   c. Claims-made coverage is not acceptable.
   d. The limits of liability shall not be less than:

Each occurrence:	One Million Dollars ($1,000,000)
Products & Completed Operations:	One Million Dollars ($1,000,000)
Personal & Advertising Injury:	One Million Dollars ($1,000,000)

   e. If a general aggregate limit of liability is used, the minimum general aggregate shall be twice the 'each occurrence' limit or the policy shall contain an endorsement stating that the general aggregate limit shall apply separately to the project that is the subject of the contract.
   f. If a products and completed operations aggregate limit of liability is used, the minimum products and completed operation aggregate shall be twice the 'each occurrence' limit or the policy shall contain an endorsement stating that the products and completed operations aggregate limit shall apply separately to the project which is the subject of the contract.
   g. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.
2. Automobile Liability:
   a. Automobile liability insurance providing protection against claims of bodily injury and property damage arising out of ownership, operation, maintenance, or use of owned, hired, and non-owned automobiles.
   b. Coverage shall be at least as broad as Insurance Services Office Automobile Liability coverage form CA 0001, symbol 1 (any auto).

c. The limits of liability per accident shall not be less than:
Combined Single Limit One Million Dollars ($1,000,000)

d. If Automobile Liability coverage, as required above, is provided by the Commercial General Liability form, the General Liability policy shall include an endorsement providing automobile liability as required above.

3. Workers' Compensation
   a. Workers' Compensation Insurance, with coverage as required by the State of California (unless the Consultant is a qualified self-insurer with the State of California), and Employer's Liability coverage.
   b. Employer's Liability Coverage with a limit not less than $1,000,000 per accident for bodily injury and disease.
   c. Consultant shall sign and file with the City department responsible for this Agreement/Contract the Worker's Compensation Certificate contained in the Project Manual.
4. Insurance Required in the Supplementary Conditions: Consultant shall be required to comply with all conditions as stipulated in the Standard Construction Specifications, any supplementary conditions and any special provisions as applicable.
5. Professional Liability Insurance
   If required, errors and omissions, malpractice or professional liability insurance with coverage of not less than $1,000,000 per occurrence.
6. Other Insurance Provisions:
   a. The Consultant's General Liability and Automobile Liability policies shall contain, or be endorsed to contain, the following provisions:
      i. The City, its officials, employees, agents and volunteers shall be covered and specifically named as additional insureds on a separate endorsement as respects liability arising out of activities performed by or on behalf of the Consultant, products and completed operations of the Consultant, premises owned, occupied, or used by the Consultant, or automobiles owned, leased, hired, or borrowed by the Consultant in a form acceptable to the City Attorney.
      ii. The Endorsement requirement may be satisfied with express provisions in the insurance policy(ies) which identifies any person or entity required to be included as an insured under the policy. A copy of the declarations page identifying the policy number, and pertinent provisions in the policy providing additional insured coverage, shall be provided to the City.
      iii. The policy shall contain no special limitations on the scope of coverage afforded to the City, its officials, employees, agents or volunteers.
   b. For any claims related to the project, the Consultant's General Liability and Automobile insurance coverage shall be primary insurance in their coverage of the City and its officers, officials, employees, agents, or volunteers, and any insurance or self-insurance maintained by the City, its

officers, officials, employees, agents or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

c. Any failure to comply with reporting or other provisions of the policies on the part of the Consultant, including breaches of warranties, shall not affect coverage provided to the City, its officers, officials, employees, agents or volunteers.

d. The Consultant's Workers Compensation and Employer's Liability policies shall contain an endorsement that waives any rights of subrogation against the City, its officers, officials, employees, agents, and volunteers.

e. Each insurance policy shall state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits, non-renewed, or materially changed except after **30 days prior written notice** by certified mail has been given to the City. Ten days prior written notice by certified mail shall be given to the City in the event of cancellation due to nonpayment of premium.

7. Acceptability of Insurers: Insurance is to be placed with insurers with **a Bests' rating of no less than A:VII**.

8. The Consultant shall furnish the City with Certificates of Insurance and original endorsements or insurance binders, signed by a person authorized by the insurer to bind coverage on its behalf, evidencing the coverage required by this section, the Standard Specifications, Special Provisions and/or any Supplementary Conditions. **The Consultant shall furnish complete, certified copies of all required insurance policies, including original endorsements specifically required hereunder if requested.**

9. The Consultant shall report, by telephone to the Project Manager within 24 hours, and also report in writing to the City within 48 hours, after Consultant or any Subcontractors or agents have knowledge of, any accident or occurrence involving death of or serious injury to any person or persons, or damage in excess of Ten Thousand Dollars ($10,000) to property of the City or others, arising out of any work done by or on behalf of the Consultant as part of the contract.

10. Such report shall contain:

    a. the date and time of the occurrence,

    b. the names and addresses of all persons involved, and

    c. a description of the accident or occurrence and the nature and extent of the injury or damage.

11. The City, at its discretion, may increase the amounts and types of insurance coverage required hereunder at any time during the term of the contract by giving 30 days written notice.

12. If the Consultant fails to procure or maintain insurance as required by this section, the Standard Specifications, and any Supplementary Conditions, or fails to furnish the City with proof of such insurance, the City, at its discretion, may procure any or all such insurance. Premiums for such insurance procured by the City shall be deducted and retained from any sums due the Consultant under the contract.

13. Failure of the City to obtain such insurance shall in no way relieve the Consultant from any of its responsibilities under the contract.
14. The making of progress payments to the Consultant shall not be construed as relieving the Consultant or its Subcontractors of responsibility for loss or direct physical loss, damage, or destruction occurring prior to final acceptance by the City.
15. The failure of the City to enforce in a timely manner any of the provisions of this section shall not act as a waiver to enforcement of any of these provisions at any time during the term of the contract.
16. In the event Consultant carries Excess Liability Coverage, the Excess Liability Coverage shall apply to any and all claims related to the project on a primary and non-contributory basis, and the City's insurance or self-insurance coverage shall be excess to the Consultant's Excess Liability Coverage.

EXHIBIT C

SPECIAL PROVISIONS
(ENGINEERING DESIGN)

1. Record Retention

The Consultant agrees to keep proper books of records and account in which complete and correct entries will be made of payroll costs, travel, subsistence and field expenses. Said books shall, at all times, be available for at least three (3) years after final payment for reasonable examination by the City.

2. Accuracy and Completeness

The Consultant has total responsibility for the accuracy and completeness of the investigations, calculations, reports, plans and related designs, specifications, and estimates prepared for the Project and shall check all such material accordingly. The plans will be reviewed by City for conformity with Project objectives and compliance with City Standards. Reviews by City do NOT include the detailed review or checking of major design components and related details or the accuracy with which such designs are depicted on the plans. The responsibility for accuracy and completeness of such items remains solely with the Consultant.

The Consultant shall provide an independent analysis of all structural computations and plans submitted to the City. The independent analysis shall be performed by an engineer licensed in the appropriate discipline. The signature of the checker shall appear on all plan sheets.

In the event that the items requiring interpretation in the drawings or specification are discovered during the bidding period, said items shall be analyzed by the Consultant for decision by City as to the proper procedure to be followed. Corrective action taken will either be in the form of an addendum prepared by the Consultant and issued by City or by a covering change order after the award of the construction contract.

During construction, the Consultant shall furnish all necessary additional drawings for supplementing, clarifying, and/or correcting purposes and for change orders resulting from negligent errors and omissions of the Consultant. Such drawings shall be requested in writing from the Consultant by City and shall be furnished at no additional cost to City. The original tracing(s) of the drawings and contract wording for change orders shall be submitted to City for duplication and distribution.

3. Professional Seal

The title sheet for specifications and reports, and each sheet of plans, shall bear the professional seal, certificate number, registration classification, expiration date of the certificate, and signature of the professional engineer responsible for their preparation. The signature and registration number of the checker shall also appear on all sheets.

4. Sole Source Materials or Equipment

The Consultant or its subconsultants shall not incorporate in the design any materials or equipment of single or sole source origin without prior written approval of the City.

5. Documentation

The Consultant shall document the results of all work to the satisfaction of the City. This may include, but not be limited to, preparation of progress and final reports, calculations, and construction records.

6. Ownership of Documents

Tracings, plans, specifications, maps and as-built plans prepared or obtained under this Agreement shall be delivered to and become the property of the City. The basic survey notes and sketches, charts, computations and other data prepared under this Agreement shall be made available upon request to the City without restriction or limitation on their use. City may revise documents on other projects at its own risk.

7. Copyrights

The City shall have the right to use of reports, designs, details, or products developed as part of this Agreement for purposes of maintenance, remodeling or reconstruction of existing facilities, or construction of new facilities without additional compensation to the Consultant or without restriction or limitation on its use. The City will hold harmless the Consultant for any use or reuse of these reports, designs, or details for purposes other than the project associated with this Agreement unless the City obtains a validation of that use or reuse from the Consultant.

8. Changes in Work

The City reserves the right to change the scope of work as necessary to complete the project. In the event that such a change would materially change the amount or character of the work reasonably considered necessary to be performed under the original scope of this Agreement, an Agreement adjustment shall be negotiated based upon the estimated number of hours the revised or added task would consume based upon the unit rates as shown in Exhibit A.

9. Construction Plans and Specifications

All construction plans prepared in accordance with this agreement shall be ink on Mylar drawings using the release of AutoCAD by Autodesk that is compatible with the City's release at the time of the Agreement. Library files associated with the plans shall be included with this submittal. Final as-built drawings will be on mylar.

All construction plans and specifications prepared in accordance with this agreement shall be submitted in final form to the City on a flash drive as well as a hard copy of final specifications. "Microsoft Word" software shall be used for producing specifications.

10. Compliance with Law

Consultant shall prepare plans and construction documents in compliance with all applicable requirements of all federal, state, and local laws, codes, rules, regulations, ordinances, and standards, including, but not limited to the requirements of The American Disabilities Act.

Attachment 3

Docusign Envelope ID: EFC24847-83D9-462B-A0FC-8A3DA4805E18

RESOLUTION NO. 11389

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A DESIGN CONSULTING SERVICES AGREEMENT WITH LEATHERS & ASSOCIATES FOR THE KIDS PLAY PARK RENOVATION PROJECT (PROJECT #PK2501)

WHEREAS, Folsom Kids Play Park with its castle-themed wood play structure was built in 1996 and has served as an iconic, memorable and beloved destination for play since it was built; and

WHEREAS, the wooden play structure has reached the effective end of its useful life and requires complete replacement; and

WHEREAS, on March 31, 2025, staff issued a Request for Proposal for playground design services for Folsom Kids Play Park pursuant to Section 2.36.110 of the Folsom Municipal Code; and

WHEREAS, by April 30, 2025, staff received four qualified proposals; and

WHEREAS, following evaluation and ranking of the proposals, Leathers & Associates was selected based on their qualifications, understanding of the scope of work, and extensive experience in park design and community engagement; and

WHEREAS, The Kids Play Park Renovation Project (Project # PK2501) is included in the FY 2024-25 Capital Improvement Plan and includes funding for design of the project; and

WHEREAS, there are sufficient funds budgeted in the general fund and available in the FY 2024-25 budget to cover the cost of the agreement; and

WHEREAS, the Design and Consulting Services Agreement shall be in a form acceptable to the City Attorney.

NOW, THEREFORE, BE IT RESOLVED that the City Manager is authorized to execute a Design and Consulting Services Agreement with Leathers & Associates for design services for the Kids Play Park Renovation Project (Project # PK2501), for a total not-to-exceed amount of $81,640.

PASSED AND ADOPTED this 27th day of May 2025, by the following roll-call vote:

AYES: Councilmember(s): Leary, Raithel, Rohrbough, Kozlowski, Aquino
NOES: Councilmember(s): None
ABSENT: Councilmember(s): None
ABSTAIN: Councilmember(s): None

Sarah Aquino

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle

Christa Freemantle, CITY CLERK

Folsom City Council
Staff Report

MEETING DATE:	10/14/2025
AGENDA SECTION:	Old Business
SUBJECT:	Resolution No. 11482 – A Resolution Approving Phase Two General Fund Cost Saving Measures for Fiscal Year 2025-26 and Beyond
FROM:	City Manager's Office

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends that the City Council adopt Resolution No. 11482 – A Resolution Approving Phase Two General Fund Cost Saving Measures for Fiscal Year 2025-26 and Beyond.

BACKGROUND / ISSUE

On Tuesday, May 27, 2025, the Folsom City Council held a budget workshop at the Folsom Public Library. The meeting was well attended with members of the public present. Staff presented the initial draft of the FY2025/26 budget in a new format providing a comprehensive line-item presentation that offers more transparency and detail. The City Council and members of the public had the opportunity to provide input and ask questions about the proposed budget and the new budget cycle/process.

On Tuesday, June 10, 2025, the City Council held a public hearing on the FY 2025-26 budget. Staff presented information to the City Council that included historical revenue and expenditure trends. The proposed FY 2025-26 General Fund budget presented that evening anticipated revenues of $114,442,459 and Transfers In of $5,546,145 for a grand total in revenues of $119,988,604. The projected expenditures totaled $121,877,171 with Transfers Out of $1,601,982 for a grand total for expenses of $123,479,153. The budget intended to use $3,490,549 of unassigned General Fund Balance to maintain current services.

On Tuesday, June 24, 2025 the City Council reviewed additional budget modifications that lowered the General Fund deficit from $3,490,549 to approximately $3,000,000. In adopting the FY 2025-26 budget, the City Council recognized that staff would continue pursuing cost-saving opportunities to bring forward to both the Council and the public in the September/October 2025 timeline (See June 24, 2025 Staff Report as Attachment 2).

On Tuesday, September 23, 2025 the City Council adopted Resolution No. 11463 approving Phase One of the General Fund cost savings measures for FY 2025-26 totaling $3,093,130 and ongoing full-year savings of $3,772,392 for FY 2026-27. Those cost savings were a result of proposed staff reductions (20 total) through elimination of mostly vacant positions and strategic reduction of positions in the Fire Department, Police Department, Finance/IT Department, City Attorney's office, and Library. This report identifies Phase Two with additional General Fund cost savings for City Council consideration associated with service reorganization and increased use of other funds for the City's Community Development, Parks and Recreation, Public Works, and Environmental & Water Resources/Utilities Departments (See September 23, 2025 Staff Report as Attachment 3).

ANALYSIS

Given the current and projected future City budget shortfall, the City Manager is focused on ensuring that City expenditures do not exceed City revenues. The City Manager directed each Department and Division to develop a plan to reduce General Fund expenditures by focusing on core competencies, looking for organizational efficiencies, considering other revenue sources, and evaluating potential service level reductions. Analysis and recommendations from each Department or Division were vetted through the City Manager and his recommendations for General Fund cost savings are being presented to the City Council and community in two phases.

Phase One cost savings were considered and adopted by City Council on September 23, 2025 (Resolution No. 11463 with General Fund cost savings of $3,093,130 for FY 2025-26 and ongoing full-year savings of $3,772,392 for FY 2026-27). The cost savings reflect staff reductions (20 total, mostly vacant positions) in the Fire Department, Police Department, Finance/IT Department, City Attorney's office, and Library. City Council also discussed the annual General Fund subsidy for the Zoo Sanctuary and directed staff to explore options for community partnerships.

Phase Two of the proposed General Fund cost savings outlined in this report includes cost savings associated with reorganization of services and staffing, as well as improved use of special revenue funds for the Community Development (CD), Parks and Recreation (P&R), Public Works (PW), and Utilities (U) Departments. The reorganization of engineering-related services reflects several weeks of coordination and collaboration among the four Departments. Directors discussed what works well, where there is room for improvement, how to maximize resources and reorganize services for efficiency, changes or shifts in service priorities, and any reductions in service levels that should be considered. The Directors also reached out to their

counterparts in other agencies to consider best practices and lessons with management and delivery of similar services.

Ultimately, the four Directors agreed on a reorganization of services that the City Manager supported and then went to work on reorganization of resources (staff and services) in each department accordingly. See Attachment 4 for Existing and Proposed Service Organization Charts. Notable changes are summarized below with additional details by Department:

- Community Development will refocus efforts on planning services for development activity and community building, maximize efficiencies and cost recovery for building services including code enforcement, and focus development engineering for private property with improved collaboration with Public Works for public improvements and acceptance.
- Parks & Recreation will continue to oversee the planning, improvement and maintenance of parks, open space, trails, and municipal landscapes with focus on planning and delivery of those capital projects in partnership with Public Works on the Active Transportation Plan. The Department will consider improved cost recovery for recreation facilities and programs, as well as strengthen strategic community partnerships.
- Public Works will focus on delivery of capital projects, transportation planning and traffic engineering, public property improvement and acceptance, as well as stormwater management. There will be improved collaboration with Community Development related to private property development and related public improvements as well as with Parks & Recreation on capital project support.
- EWR will be expanded to a broader Utilities Department to include other enterprise funded utility services (solid waste and recycling) as well as fleet services in addition to water and wastewater services, operation and maintenance, and infrastructure capital improvement projects.

Like the Phase One cost savings, the summary table of budget reductions for Phase Two includes staff changes but not necessarily in the form of staff reductions. Rather, the overall cost savings represent minor reduction in vacant positions, repurposing both filled and vacant positions, underfilling or reclassifying positions, strategic promotions, and reallocating the funding for positions (in part or in full) to qualifying special revenue and other funds. The table below summarizes recommended staffing revisions and funding allocation with annual (full fiscal year) General Fund salary and benefit savings totaling $2,318,473.

Department Staffing FTE = Full Time Equivalent	EXISTING FTE			PROPOSED FTE			General Fund Annual S&B Savings
	General Fund	Other Fund	Total	General Fund	Other Fund	Total	
Community Development	27	1	28	25.25	2.75	28	$493,011
Parks and Recreation	49	3	52	46.2	5.8	52	$703,571
Public Works	28.55	0.45	29	16.10	14.90	31	$1,111,137
Utilities*	8.0	127.45	135.45	8.0	127.0	135.0	$10,754
Total	112.55	131.9	244.45	95.55	150.45	246	$2,318,473
**Majority of utilities staff are enterprise funded.*							

The cost savings reflected in the table above represent full fiscal year cost savings (FY 2026-27) in small part from changes in staff positions and in large part from increased use of special revenue funds. In the current fiscal year, there will be cost savings associated with implementation of these changes for approximately half of the current fiscal year. The expectation is that the General Fund cost savings will be at least half of the full year savings for the current FY 2025-26 period. This estimate is based on the fact that there are currently funded positions that are unfilled, the time it will take for reclassification and recruitment, and the time to execute cost recovery on special revenue and current project funds for the November 2025 through June 2026 period. Fifty percent of the estimated annual salary and benefit savings of $2,318,473 for FY 2026-27 and $1,293,550 for FY 2025-26.

In addition to the recommended changes to staffing and funding for the four departments listed herein, additional operational cost savings were proposed and will be implemented over time as directed by the City Manager. Two examples of such operational cost savings include:

1. CDD Housing Fund Transfer for Habitat Discounted Land Sale $615,000 (one-time transfer from Housing Fund to General Fund)
2. P&R Prospector Park Maintenance $52,200 (annual cost to CFD 18)

Any additional operational cost savings that require formal action of the City Council will be scheduled for City Council consideration at a future meeting as appropriate.

A description of the reorganization priorities and cost saving strategies for each of the four departments are listed below. The staff listing and funding for each department is included in Attachment 1 Exhibit A, with the resulting City Staffing Budget Detail as Attachment 1 Exhibit B. Additionally, Attachment 5 includes the proposed organizational charts for each department by position and Attachment 6 identifies details for the other revenue sources utilized for General Fund cost savings.

Community Development Department

Community Development is primarily a pay-for-service Department including city planning and housing services, development engineering and arborist services, building safety and inspection services, and code enforcement. Since the recession in 2008, Community Development has maintained a baseline staffing level with supplemental contract services for peak levels of development activity (e.g., plan check and inspections) and specialized projects and services (e.g., land surveying, mitigation monitoring). Development processing and permit fees were updated in 2024 and 2025 to better reflect full cost recovery but there are also mandated and desired services provided to the public by Community Development with no corresponding revenue (public inquiries and information, public record requests, Commission staffing, and initial code enforcement responses).

Community Development recommendations for General Fund cost savings include evaluation of special revenue funds, reorganization of select service responsibilities and staffing, retention of essential staff, and recommendations for service level reductions. These recommended changes for Community Development result in an annual salary and benefit cost savings of $493,011. This annual salary and benefit cost savings represents a 9% reduction in the General Fund expense City Council approved FY 2025-26 budget for CDD salary and benefits ($5,349,071).

Notably, there is no change to the number of FTE staff in CDD (28 FTE approved, 28 FTE proposed). Rather, these solutions include use of Housing and Tree Funds for a total of 2.75 FTE (2 staff entirely funded and 3 staff partially funded using special revenue funds based on qualifying workload and fund expense). Community Development solutions also underfill or consolidate mid-management responsibilities with new classifications and reclassifications to maximize efficiencies and right size services, particularly for development engineering and code enforcement services. (See Attachment 1 Exhibit A for CDD specific staff and fund solutions, as well as Attachment 6 for information regarding other revenue funds for CDD).

Proposed cost savings include reorganization and strategic repurposing of positions and use of special revenue funds for qualifying staff resources. With no change to the total number of employees in CDD, the total annual General Fund salary and benefit cost savings proposed total **$493,011**.

Parks & Recreation Department

The Parks & Recreation Department oversees parks, open space, municipal landscapes, trails, facilities, and recreation and community services. The Department receives revenue from grants, service charges, rentals, donations, special revenues, impact fees, and other sources.

In June 2025, the City Council approved a fee increases for the Zoo Sanctuary and the Community Rental Fees that is projected to generate more than $300,000 annually beginning in FY 2025-26. Staff is in the process of updating the Book of Fees to be completed by January 2026 with additional program fee increases. The projected revenue from the fee increases is

not included in this analysis. To further reduce General Fund reliance, staff will continue to expand strategic partnerships. Currently our department manages more than 50 partnerships with community organizations providing 31,938 volunteer service hours. These partnerships save the City over $1,000,000 annually. Our goal is to increase the support from volunteers and partnerships this fiscal year by 10-15%. The upcoming Folsom Kids Play Park/Castle Park Community Build Project, along with two new partnerships agreements currently underway to support park and open space maintenance, will help us achieve that goal.

Staff have developed organizational changes as well as a plan to strategically utilize special revenue funds to create additional General Fund savings. Current staffing levels of the Parks and Recreation Department are at 52 full-time equivalent positions. The proposed organizational changes show that a vacant position will be eliminated and replaced with a shared position with Public Works to support delivery of Capital Infrastructure projects in both departments. Staff is proposing to upgrade one position to better align with duties and responsibilities. The total savings to the General Fund by using appropriate available special revenue funds to offset staffing costs estimated at **$703,571** annually. (See Attachment 1 Exhibit A for P&R specific staff and fund solutions, as well as Attachment 6 for information regarding other revenue funds for P&R).

Public Works Department

The Public Works Department oversees Folsom's transportation planning, traffic operations, stormwater management, and roadway infrastructure improvements (both related to capital projects and development). In addition to receiving General Fund and Enterprise funds Public Works also receives funding allocations from special revenue funds like Measure A, SB-1, state and federal grants, and developer funded operational projects.

Changes in services have been considered as part of the Phase One and Phase Two reorganization. New services to the Public Works Department include enhanced grant writing, citywide improvement standards management, mapping of public property, public land acquisition and disposition, transportation and encroachment permits, enhanced major facility capital projects, and a citywide capital improvement and asset management program. Many of these services are self-sustaining through fees or other capital revenue sources but were conservatively omitted in this analysis.

Like the proposals of other departments, the Public Works Department also proposes a reduction in General Fund positions by leveraging cost recovery through special revenue funds and active state and federal grants for capital projects. Following a thorough review of revenues, expenditures, and cost recovery efforts, opportunities to retain essential staff while lessening the burden on the General Fund were daylighted by adjusting billing policies and practices. This approach to cost recovery provided a path to reduce the number of positions funded by the General Fund from 28.55 to 16.10 with 14.90 FTEs funded through special revenue funds. This proposal reduces the number of General Fund FTEs by 12.45 positions, resulting in net savings of **$1,111,137** or 22% reduction of the Department's impact to the

General Fund. (See Attachment 1 Exhibit A for PW specific staff and fund solutions, as well as Attachment 6 for information regarding other revenue funds for PW).

Utilities (Formerly Environmental & Water Resources) Department

This City-wide organizational effort will combine three Enterprise Fund operations (Solid Waste, Water, and Wastewater), along with Fleet Services, into a newly named Utilities Department. Attachment 4 shows the proposed organizational chart for the Utilities Department.

For the new Utilities Department there is likely to be minor savings to the General Fund. Based on recent years, the cost allocation plan shows that the General Services Manager and Fleet Manager represent about 68% of actual costs associated to non-General Fund sources. Currently in Fiscal Year 2025-26 and in previous fiscal years, these two positions are budgeted at 65% of costs allocated to non-General Fund sources.

CONCLUSION:

In June 2025, the city was facing a $3.0 million operational deficit for FY 2025-26. On September 23, 2025, City Council adopted Phase One General Fund cost savings of $3,093,130 for FY 2025-26 and ongoing full-year savings of $3,772,392 for FY 2026-27. The proposed Phase Two General Fund estimated cost savings total $1,159,236 for FY 2025-26 and $2,318,473 for FY 2026-27.

In the Phase One cost savings proposal personnel reductions in IT services were included with the expectation that the City would explore a contract for IT management services. The City has received an interim proposal from Mid-Valley IT to provide managed IT services for a six-month period. If annualized the total cost of the proposed IT services is approximately $80,000 lower than if the City had retained two IT positions. The contract also includes far more resources than two FTEs employed by the City.

The estimated total from the two phases of recommended General Fund cost savings are listed in the table below:

General Fund	FY 2025-26	FY 2026-27
Phase One Budget Reductions (Resolution 11463)	$3,093,130.00	$3,772,392.00
Phase Two Budget Reductions (Resolution XXXXX)	$1,159,236.00	$2,318,473.00
IT Management Services Contract	($271,200.00)	($406,800.00)
Revised General Fund Budget Reduction Figures	**$3,981,166.00**	**$5,684,065.00**

ATTACHMENTS

1. Resolution –11482 - A Resolution Approving Phase Two General Fund Cost Saving Measures for Fiscal Year 2025-26 and Beyond
   - Exhibit A: General Fund Cost Saving Measures for Fiscal Year 2025-26
   - Exhibit B: Position Detail Summary
2. June 24, 2025 Budget Staff Report Packet
3. September 23, 2025 Phase One Cost Savings Staff Report Packet
4. Existing and Proposed Department Service Reorganization Matrix
5. Department Proposed Organizational Charts
6. Other Revenue Fund Descriptions and Balances

Submitted,

_____

Bryan Whitemyer, City Manager

Attachment 1

RESOLUTION NO. 11482

A RESOLUTION APPROVING PHASE TWO GENERAL FUND COST SAVINGS MEASURES FOR FISCAL YEAR 2025-26 AND BEYOND

WHEREAS, section 3.02.030 of the Folsom Municipal Code states "An Annual Budget shall be prepared by the City Manager, with the assistance of the Finance Director …."; and

WHEREAS, on the 27th day of May 2025, the City Manager presented to the City Council the City Manager's FY 2025-26 Proposed Preliminary Budget; and

WHEREAS, on the 10th day of June 2025, a Public Hearing was held and the City Council received presentations from the City Manager and City Staff regarding the FY 2025-26 Proposed Operating Budget and Capital Improvement Plan; and

WHEREAS, on the 24th day of June 2025 the City Council approved the FY 2025-26 Preliminary Budget that includes a $3 million budget shortfall.

WHEREAS, the City desires to close its budget gap and has developed a set of cost saving measures to reduce its expenditures in two phases for City Council consideration; and

WHEREAS, on September 23, 2025, the City Council adopted Resolution No 11463 Resolution No. 11463 with the first phase of General Fund cost savings of $3,093,130 for FY 2025-26 and ongoing full-year savings of $3,772,392 for FY 2026-27 through staff reductions in the Fire Department, Police Department, Finance/IT Department, City Attorney's office, and Library; and

WHEREAS, the second phase of cost savings proposed through reorganization of services, staffing, and increased use of qualifying special revenue and other funds in the Community Development, Parks and Recreation, Public Works, and Utilities Departments as shown in Exhibits A and B; and

WHEREAS, the combined savings for phase one and phase two are estimated as described below:

General Fund	FY 2025-26	FY 2026-27
Phase One Budget Reductions (Resolution 11463)	$3,093,130.00	$3,772,392.00
Phase Two Budget Reductions (Resolution XXXXX)	$1,159,236.00	$2,318,473.00
IT Management Services Contract	($271,200.00)	($406,800.00)
Revised General Fund Budget Reduction Figures	**$3,981,166.00**	**$5,684,065.00**

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Folsom that the documents attached to this resolution, identified as:

- **Exhibit A:** General Fund Cost Saving Measures for Fiscal Year 2025-26
- **Exhibit B:** Position Detail Summary

are hereby approved and appropriated to the respective departments for their offices and operations in the amounts, and for the objects and purposes, as specified therein.

PASSED AND ADOPTED this 14th day of October 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

Community Development Existing Staffing and Fund Allocation			
Admin Position/Title	**General Fund**		
Comm Dev Director (IC)	1.00		
Development Services Specialist M56	**1.00**		
Administrative Assistant M50	1.00		
Arborist Position/Title	**General Fund**	**Tree Fund**	
Urban Forester T84	1.00		
Arborist M58		1.00	
Planning Position/Title	**General Fund**		
Planning Manager T104	1.00		
Principal Planner T95	1.00		
Housing Manager T95	**1.00**		
Associate Planner M58	**1.00**		
Assistant Planner M50	**1.00**		
Building Position/Title	**General Fund**		
Prinicpal Civil Engineer/Building Official T98	**1.00**		
Plan Check Engineer T89	1.00		
Building Plans Checker II M55	1.00		
Building Inspector Supervisor T86	**1.00**		
Code Enforcement Manager T91	**1.00**		
Code Enforcement Officer II M53	1.00		
Senior Building Inspector M58	1.00		
Building Inspector II M55	2.00		
Building Technician II M45	3.00		
Building Plans Coordinator M51	1.00		
Development Engineering Position/Title	**General Fund**		
City Engineer T107	**1.00**		
Principal Civil Engineer T98	**1.00**		
Assistant Civil Engineer M58	1.00		
Assistant Civil Enginner M58	**1.00**		
Senior Construction Inspector M58	1.00		
CDD Funded Positions (28 FTE)	**27**	**1**	

Community Development Proposed Staffing and Fund Allocation						
Position/Title	**General Fund**	**Housing Fund**	**Tree Fund**			
Comm Dev Director (IC)	1.00					
Development Services Specialist M56	**0.75**	**0.25**				
Administrative Assistant M50	1.00					
Position/Title	**General Fund**	**Housing Fund**	**Tree Fund**			
Urban Forester T84	1.00					
Arborist M58			1.00			
Position/Title	**General Fund**	**Housing Fund**	**Tree Fund**			
Planning Manager T104	1.00					
Principal Planner T95	1.00					
Housing Manager T95		**1.00**				
Senior Planner T86	**1.00**					
Associate Planner M58	**1.00**					
Position/Title	**General Fund**	**Housing Fund**	**Tree Fund**			
Building Services Manager/Chief Building Official T104	**1.00**					
Plan Check Engineer T89	1.00					
Building Plans Checker II M55	1.00					
Building Safety and Enforcement Manager T94	**1.00**					
Code Enforcement Officer II M53	1.00					
Code Enforcement Officer I M51	**0.75**		**0.25**			
Senior Building Inspector M58	1.00					
Building Inspector II M55	2.00					
Building Technician II M45	3.00					
Building Plans Coordinator M51	1.00					
Position/Title	**General Fund**	**Housing Fund**	**Tree Fund**			
Development Engineering Manager T104	**1.00**					
Senior Civil Engineer T95	**1.00**					
Assistant Civil Engineer M58	1.00					
Assistant Civil Engineer M58	**0.50**	**0.25**	**0.25**			
Senior Construction Inspector M58	1.00					
CDD Funded Positions (28 FTE)	**25.00**	**1.50**	**1.50**			

Parks and Recreation Existing Staffing and Fund Allocation				Parks and Recreation Proposed Staffing and Fund Allocation						
Admin Position/Title	**General Fund**			**Position/Title**	**General Fund**	**L&L**	**CFD**	**Fund 472**		
Parks and Recreation Director	1.00			Parks and Recreation Director	1.00					
Senior Management Analyst T94	**1.00**			**Senior Management Analyst (14% Impact, 14%L&L FY26/27)**	**1.00**					
Marketing/Graphics Coord M50	**1.00**			**Communications/Marketing Specialist M58**	**1.00**					
Administrative Assistant M50	**1.00**			**Administrative Assistant M50 (20% Impact, 20%L&L FY26/27)**	**1.00**					
Facilities Position/Title	**General Fund**			**Position/Title**	**General Fund**					
Sr. Bldg Tradesworker M51	2.00			Sr. Bldg Tradesworker M51	2.00					
Building Tradesworker II M49	2.00			Bldg. Tradesworker II M49	2.00					
Facility Maintenance Supervisor T91	1.00			Facility Maintenance Supervisor T91	1.00					
Facility Maintenance Manager T94	1.00			Facility Maintenance Manager T94	1.00					
CC S/CF Position/Title	**General Fund**			**Position/Title**	**General Fund**					
Recreation Coordinator II M51	3.00			Recreation Coordinator II M51	3.00					
Senior Recreation Coordinator M55	3.00			Senior Recreation Coordinator M55	3.00					
Recreation Supervisor T86	1.00			Recreation Supervisor T86	1.00					
Recreation and Community Services Manager T94	1.00			Recreation and Community Services Manager T94	1.00					
Sports Position/Title	**General Fund**			**Position/Title**	**General Fund**					
Recreation Coordinator II M51	**3.00**			**Recreation Coordinator II M51**	**2.00**					
Senior Recreation Coordinator M55	1.00			Senior Recreation Coordinator M55	1.00					
Recreation Supervisor T86	1.00			Recreation Supervisor T86	1.00					
Aquatics Position Title	**General Fund**			**Position/Title**	**General Fund**					
Senior Recreation Coordinator M55	1.00			Senior Recreation Coordinator M55	1.00					
Senior Maintenance Worker M52	1.00			Senior Maintenance Worker M52	1.00					
Administrative Assistant M50	1.00			Administrative Assistant M50	1.00					
Recreation Supervisor T86	1.00			Recreation Supervisor T86	1.00					
Park Maint Position/Title	**General Fund**			**Position/Title**	**General Fund**					
Maintenance Worker I M38	2.00			Maintenance Worker I M38	2.00					
Mainteannce Worker II M44	1.00			Mainteannce Worker II M44	1.00					
Senior Maintenance Worker M52	2.00			Senior Maintenance Worker M52	2.00					
Senior Maintenance Specialist M55	1.00			Senior Maintenance Specialist M55	1.00					
Maintenance Supervisor T91	1.00			Maintenance Supervisor T91	1.00					
Park Planning Position/Title	**General Fund**			**Position/Title**	**General Fund**	**L&L**	**CFD**	**Fund 472/412 (Impact Fees)**	**Fund 446/448**	**Fund 276**
Park Planner II	**1.00**			**Park Planner II**	**0.65**			**0.35**		
Park Planner II (LT)	**1.00**			**Park Planner II (LT)**	**0.20**			**0.80**		
				Capital Projects Manager T104 * Shared with Public Works	**0.10**			**0.10**	**0.30**	**0.50**
Park Planning Mgr. T94	**1.00**			**Park Planning Mgr. T94**	**0.60**			**0.40**		
Trails Planning Position/Title	**General Fund**			**Position/Title**	**General Fund**			**Impact**		
Sr. Trail Planner T86	**1.00**			**Sr. Trail Planner T86**	**0.65**			**0.35**		
MLS Position/Title	**General Fund**	**L&L**	**CFD**	**Position/Title**	**General Fund**	**L&L**	**CFD**			
Maint. Spec. M46	0.50	0.30	0.20	Maint. Spec. M46	0.50	0.30	0.20			
Maint. Wrker II M44	0.50	0.30	0.20	Maint. Wrker II M44	0.50	0.30	0.20			
Sr. Maint. Spec M55	0.50	0.30	0.20	Sr. Maint. Spec M55	0.50	0.30	0.20			
Irrig. Sys Coord. M55	0.50	0.30	0.20	Irrig. Sys Coord. M55	0.50	0.30	0.20			
Maint. Sup T91	0.50	0.30	0.20	Maint. Sup T91	0.50	0.30	0.20			
MLS Manager T94	0.50	0.30	0.20	MLS Manager T94	0.50	0.30	0.20			

Zoo Position/Title	General Fund			**Position/Title**	**General Fund**					
Zoo Keeper I M37	1.00			Zoo Keeper I M37	1.00					
Zoo Keeper I M37	1.00			Zoo Keeper I M37	1.00					
Zoo Keeper I M37	1.00			Zoo Keeper I M37	1.00					
Zoo Keeper I M37	1.00			Zoo Keeper I M37	1.00					
Zoo Keeper II M43	1.00			Zoo Keeper II M43	1.00					
Senior Recreation Coordinator M55	1.00			Senior Recreation Coordinator M55	1.00					
Zoo Supervisor T86	1.00			Zoo Supervisor T86	1.00					
Zoo Manager T94	1.00			Zoo Manager T94	1.00					
P&R Funded Positions (52 FTE)	**49**	**2**	**1**	**P&R Funded Positions (52 FTE)**	**46.20**	**1.80**	**1.20**	**2.00**	**0.30**	**0.50**

Public Works Existing Staffing and Fund Allocation				Public Works Proposed Staffing and Fund Allocation						
Admin Position/Title	**General Fund**	**Other Funds**		**Position/Title**	**General Fund**	**Other Funds**				
Public Works Director	0.80	0.20		Public Works Director	0.50	0.50				
Senior Management Analyst T94	0.75	0.25		Senior Management Analyst T94	0.40	0.60				
Administrative Assistant M50	1.00			Management Analyst T84	0.40	0.60				
Senior Office Assisstant M41	1.00			Administrative Assistant M50	0.40	0.60				
Engineering Position/Title	**General Fund**	**Other Funds**		**Position/Title**	**General Fund**	**Other Funds**				
Engineering Manager T104	1.00			Capital Projects Manager T104	0.40	0.60				
Senior Civil Engineer T95	1.00			Principal Civil Engineer (Traffic) T98	0.40	0.60				
				Senior Civil Engineer T95	0.40	0.60				
Assistant Civil Engineer M58	1.00			Assistant/Associate Civil Engineer M58	0.40	0.60				
Assistant Civil Engineer M58	1.00			Assistant/Associate Civil Engineer M58	0.40	0.60				
Senior Construction Inspector II M58	1.00			Construction Inspector II M53	0.40	0.60				
Streets Position/Title	**General Fund**	**Other Funds**		**Position/Title**	**General Fund**	**Other Funds**				
				Streets Operations Manager (Y rated)	0.40	0.60				
				Administrative Assistant M50	0.40	0.60				
Streets Operations Supervisor T91	1.00			Streets Operations Supervisor T91	0.50	0.50				
Senior Maintenance Worker M52	1.00			Senior Maintenance Worker M52	0.60	0.40				
Maintenance Specialist M49	1.00			Maintenance Specialist M49	0.60	0.40				
Maintenance Specialist M49	1.00			Maintenance Specialist M49	0.60	0.40				
Maintenance Specialist M49	1.00			Maintenance Specialist M49	0.60	0.40				
Maintenance Specialist M49	1.00			Maintenance Specialist M49	0.60	0.40				
Maintenance Worker II M44	1.00			Maintenance Worker II M44	0.60	0.40				
Maintenance Worker II M44	1.00			Maintenance Worker II M44	0.60	0.40				
Maintenance Worker II M44	1.00			Maintenance Worker II M44	0.60	0.40				
Maintenance Worker II M44	1.00			Maintenance Worker II M44	0.60	0.40				
Maintenance Worker II M44	1.00			Maintenance Worker II M44	0.60	0.40				
Maintenance Worker 1 M38	1.00			Maintenance Worker I M38	0.60	0.40				
Maintenance Worker I M38	1.00			Maintenance Worker I M38	0.60	0.40				
Traffic and Signs	**General Fund**	**Other Funds**		**Position/Title**	**General Fund**	**Other Funds**				
Senior Civil Engineer T95	1.00									
Senior Traffic Control and Lighting M55	1.00			Senior Traffic Control and Lighting M55	0.60	0.40				
Traffic Control and Lighting Tech II M53	1.00			Traffic Control and Lighting Tech II M53	0.60	0.40				
Traffic Control and Lighting Tech II M53	1.00			Traffic Control and Lighting Tech II M53	0.60	0.40				
Traffic Control and Lighting Tech I M52	1.00			Traffic Control and Lighting Tech I M52	0.60	0.40				
Traffic Control and Lighting Tech I M52	1.00			Traffic Control and Lighting Tech I M52	0.60	0.40				
Maintenance Specialist - Signs M46	1.00			Maintenance Specialist - Signs M46	0.50	0.50				
PW Funded Positions (29 FTE)	**28.55**	**0.45**		**PW Funded Positions (31 FTE)**	**16.10**	**14.90**				

Utilities Existing Staffing and Fund Allocation				Utilities Proposed Staffing and Fund Allocation						
Water Resources Admin Position/Title	**General Fund**	**Enterprise Funds**		**Position/Title**	**General Fund**	**Enterprise Funds**				
Director		1.00		Director		1.00				
Utility Manager		**1.00**		**Deputy Director**		**1.00**				
Management Analyst		1.00		Management Analyst		1.00				
Administrative Technician		2.00		Administrative Technician		2.00				
Senior Office Assistant		1.00		Senior Office Assistant		1.00				
Principal Civil Engineer T98		1.00		Principal Civil Engineer T98		1.00				
Seior Civil Engineer		2.00		Seior Civil Engineer		2.00				
Associate Civil Engineer		1.00		Associate Civil Engineer		1.00				
Engineering Technican I/II		1.00		Engineering Technican I/II		1.00				
Electrical & Instrumentation Technician		1.00				1.00				
Wastewater Position/Title	**General Fund**	**Enterprise Funds**		**Position/Title**	**General Fund**	**Enterprise Funds**				
Revenue Technician I/II		1.00		Revenue Technician I/II		1.00				
Senior Wastewater Collection Technician		2.00		Senior Wastewater Collection Technician		2.00				
Wastewater Collection Manager		1.00		Wastewater Collection Manager		1.00				
Wastewater Collection Technician III		1.00		Wastewater Collection Technician III		1.00				
Wastewater Collection Technician I/II		11.00		Wastewater Collection Technician I/II		11.00				
Water Conservation Position/Title	**General Fund**	**Enterprise Fund**		**Position/Title**	**General Fund**	**Enterprise Funds**				
Water Management Coordinator		1.00		Water Management Coordinator		1.00				
Water Management Specialist		2.00		Water Management Specialist		2.00				
Water Utility Maintenance Position/Title	**General Fund**	**Enterprise Fund**		**Position/Title**	**General Fund**	**Enterprise Funds**				
Senior Water Utility Worker		1.00		Senior Water Utility Worker		1.00				
Utility Maintenance Supervisor		1.00		Utility Maintenance Supervisor		1.00				
Water Utility Worker I/II		6.00		Water Utility Worker I/II		6.00				
Utility Maintenance Wastewater Collection Tech		1.00		Utility Maintenance Wastewater Collection Tech		1.00				
Water Treatment Position/Title	**General Fund**	**Enterprise Fund**		**Position/Title**	**General Fund**	**Enterprise Funds**				
Lead Plant Mechanic		1.00		Lead Plant Mechanic		1.00				
Water Treatment Plant Chief Operator		1.00		Water Treatment Plant Chief Operator		1.00				
Water Treatment Plant Operator III		4.00		Water Treatment Plant Operator III		4.00				
Water Treatment Plant Operator I/II		1.00		Water Treatment Plant Operator I/II		1.00				
Water Treatment Plant Manager		1.00		Water Treatment Plant Manager		1.00				
Water Quality Position/Title	**General Fund**	**Enterprise Fund**		**Position/Title**	**General Fund**	**Enterprise Funds**				
Water Distribution Chief Operator		1.00		Water Distribution Chief Operator		1.00				
Water Distribution Operator I/II		3.00		Water Distribution Operator I/II		3.00				
Water Distribution Operator III		1.00		Water Distribution Operator III		1.00				
Water Quality Technician		1.00		Water Quality Technician		1.00				
Water Distribution Manager		1.00		Water Distribution Manager		1.00				
Water Metering Position/Title	**General Fund**	**Enterprise Fund**		**Position/Title**	**General Fund**	**Enterprise Funds**				
Utility Maintenance Supervisor		1.00		Utility Maintenance Supervisor		1.00				
Senior Water Utility Worker		1.00		Senior Water Utility Worker		1.00				
Water Utility Worker I/II		4.00		Water Utility Worker I/II		4.00				
Solid Waste Collections Position/Title	**General Fund**	**Enterprise Funds**		**Position/Title**	**General Fund**	**Enterprise Funds**				
PW Director		**0.20**								
General Services Manager		0.65		General Services Manager		0.65				
Fleet Manager		0.65		Fleet Manager		0.65				
Solid Waste Manager		1.00		Solid Waste Manager		1.00				
Solid Waste Supervisor		1.00		Solid Waste Supervisor		1.00				

Administrative Assistant		0.90		Administrative Assistant		0.90					
Account Technician		1.00		Account Technician		1.00					
Senior Management Analyst		**0.25**									
Maintenance Worker I/II		1.00		Maintenance Worker I/II		1.00					
Mechanic II		1.80		Mechanic II		1.80					
Refuse Driver		42.00		Refuse Driver		42.00					
Senior Refuse Driver		3.00		Senior Refuse Driver		3.00					
Senior Maintenance Worker		2.00		Senior Maintenance Worker		2.00					
Senior Office Assistant		4.00		Senior Office Assistant		4.00					
Hazardous Materials Position/Title	**General Fund**	**Enterprise Funds**		**Position/Title**	**General Fund**	**Enterprise Funds**					
Hazardous Materials Coordinator		1.00		Hazardous Materials Coordinator		1.00					
Senior Environmental Specialist		2.00		Senior Environmental Specialist		2.00					
Recycling Position/Title	**General Fund**	**Enterprise Funds**		**Position/Title**	**General Fund**	**Enterprise Funds**					
Environmental Specialist Supervisor		1.00		Environmental Specialist Supervisor		1.00					
Environmental Specialist		1.00		Environmental Specialist		1.00					
Senior Environmental Specialist		2.00		Senior Environmental Specialist		2.00					
Fleet Title/Position	**General Fund**	**Enterprise Funds**		**Position/Title**	**General Fund**	**Enterprise Funds**					
General Services Manager	0.35			General Services Manager	0.35						
Fleet Manager	0.35			Fleet Manager	0.35						
Administrative Assistant	0.10			Administrative Assistant	0.10						
Fleet Service Coordinator	1.00	0.00		Fleet Service Coordinator	1.00	0.00					
Lead Senior Mechanic	1.00	0.00		Lead Senior Mechanic	1.00	0.00					
Mechanic II	4.20	0.00		Mechanic II	4.20	0.00					
Senior Equipment Mechanic	1.00	0.00		Senior Equipment Mechanic	1.00	0.00					
Utility Funded Positions (135.45 FTE)	**8.00**	**127.45**		**Utility Funded Positions (135.0 FTE)**	**8.00**	**127.00**					

Position Detail

	FY 22 Approved	FY 23 Approved	FY 24 Approved	FY 25 Approved	FY 26 Approved	City Council Meetings 9/23/2025 Amended	10/14/2025 Amended	FY 26 Amended
City Council	5.00	5.00	5.00	5.00	5.00			5.00
City Manager	4.75	4.75	4.00	4.00	4.00			4.00
City Attorney	4.00	4.00	4.00	4.00	4.00	(1.00)		3.00
City Clerk	3.00	3.00	3.00	3.00	3.00			3.00
Community Development	26.00	26.00	27.00	28.00	28.00			28.00
Fire	78.00	88.00	90.00	91.00	91.00	(7.00)		84.00
Human Resources	6.00	6.00	6.00	6.00	6.00			6.00
Library	12.00	12.00	12.00	12.00	12.00	(1.00)		11.00
Office of Management and Budget	24.00	24.00	25.00	25.00	25.00	(4.00)		21.00
Parks & Recreation	48.00	49.00	49.00	52.00	52.00			52.00
Police Department	107.50	110.50	113.50	119.50	119.50	(7.00)		112.50
Public Works Department	34.55	34.55	34.55	36.55	36.55		2.45	
Fleet moving to Utilites							(8.00)	31.00
Utilities Department (new)								
Environmental and Water Resources D	53.00	56.00	58.00	60.00	61.00			
Solid Waste Department	55.45	56.45	59.45	59.45	66.45		(0.45)	
Fleet Department							8.00	135.00
							-	
Total Staffing Positions	461.25	479.25	490.50	505.50	513.50	(20.00)	2.00	495.50

Attachment 2

Folsom City Council
Staff Report

MEETING DATE:	6/24/2025
AGENDA SECTION:	Old Business
SUBJECT:	Resolution No. 11401– A Resolution Adopting the Fiscal Year 2025-26 Operating and Capital Budgets for the City of Folsom, the Successor Agency, the Folsom Public Financing Authority, and the Folsom Ranch Public Financing Authority (Continued from June 10, 2025)
FROM:	City Manager's Office

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends that the City Council adopt Resolution No. 11401 – A Resolution Adopting the Fiscal Year 2025-26 Operating and Capital Budgets for the City of Folsom, the Successor Agency, the Folsom Public Financing Authority, and the Folsom Ranch Public Financing Authority.

BACKGROUND / ISSUE

On Tuesday, May 27, 2025, the City Council held a budget workshop at the Folsom Library. The meeting was well attended with members of the public present. Staff presented the initial draft of the FY 2025/2026 budget in a new format. The City Council and members of the public had the opportunity to provide input and ask questions about the proposed budget.

On Tuesday, June 10, 2025, the City Council held a public hearing on the FY 2025/2026 budget. Staff presented information to the City Council that included historical revenue and expenditure trends. The proposed FY 2025-2026 General Fund budget presented that evening anticipated revenues of $114,442,459 and Transfers In of $5,546,145 for a grand total in revenues of $119,988,604. The projected expenditures totaled $121,877,171 with Transfers Out of $1,601,982 for a grand total for expenses of $123,479,153. The budget intended to use $3,490,549 of unassigned General Fund Balance to maintain current services.

To provide additional time for the City Council and the public to review the proposed budget City staff asked that the City Council continue the public hearing on the budget until Tuesday, June 24, 2025. This time has allowed staff to further review the budget as well as receive feedback from the public and City Council. The budget staff report from the June 10, 2025 City Council meeting has been included in Attachment 2.

As part of the proposed budget process staff recommended that additional budget reviews take place in September/October 2025 and February/March 2026 so that budget reductions for FY 2026/2027 could be developed. Feedback received over the last couple weeks asked if some cuts could be made sooner to try to limit the use of General Fund Reserve in FY 2025/2026. Recognizing the value of this feedback, City staff reassessed the budget to see if General Fund reductions could be made now so that the deficit could be reduced.

Proposed Budget Reductions:

Although there is much more work to do over the coming months staff is recommending that the City Council adopt a FY 2025/2026 Preliminary Budget that includes the following reductions.

1) Eliminate the Park Attendant position at Cummings Family Skate and Bike Park. This will produce on-going staff cost savings of approximately $40,000 per year. If approved, the savings anticipated for FY 2025/2026 are $25,000. Currently, the lighting system at the park is turned on and off manually. The lighting system needs to be upgraded so it can be set on a timer system that will turn the lights on and off automatically. The cost to convert to this system is about $15,000.

   GF Cost Reduction: $25,000

2) Eliminate the proposed $500,000 annual contribution to the City's Public Entity Investment Trust for Retiree Health Obligations (Trust held outside City funds). The savings to the General Fund (Fund 010) of eliminating the FY 2025-26 contribution is $426,647. The Water, Wastewater and Solid Waste Enterprise Funds contribute the remaining $73,353.

   GF Cost Reduction: $426,647

Proposed General Fund Cost Reduction Total: $451,647

The proposed modified preliminary FY 2025-2026 General Fund budget looks as follows:

No changes are being made to the projected revenue figure of $114,442,459 and Transfers In of $5,546,145 for a grand total in revenues of $119,988,604. However, the projected expenditures total is now being reduced by $451,647 from $121,877,171 to $121,425,524. These changes lower the grand total for General

Fund expenses from $123,479,153 to $123,027,506. The use of the unassigned General Fund balance will be reduced by $451,647 from $3,490,549 to $3,038,902.

Additional Staff Actions Going Forward:

1) Explore bringing back the use of prison labor to maintain open space and trail areas
2) Assess City owned properties to see what properties could be sold or deeded to non-profits or community organizations that could maintain the property better than the City while still maintaining the property as a community asset.
3) Have the Housing Fund reimburse the General Fund for the sale of the former City property located on Persifer Street. Currently, Habitat for Humanity is building 10 housing units on that property. It is anticipated that this could bring $635,000 to General Fund. Staff would recommend that these one-time funds be used for one-time renewal and replacement expenditures.

POLICY / RULE

Folsom Municipal Code, Section 3.02.030, Budget
"An Annual Budget shall be prepared by the City Manager, with the assistance of the Finance Director. . . . (G) The City Council shall adopt the annual budget by Resolution by fund and program by affirmative vote of at least three members, on or before the last working day of the last month of the current fiscal year. If the City Council fails to adopt the budget by the last working day of the current fiscal year, the budget as presented by the City Manager shall be deemed adopted."

ANALYSIS

Budget Structure and Overview:

The Operating Budget for the City of Folsom is a complex document that manages the revenues and expenditure of over 150 separate Fund Accounts. A summary of these accounts is found in Attachment 2. Many of these fund accounts have specific rules and requirements that dictate how these funds can be used.

For example, funds collected from the water bills that are paid for by residents each month can only be used to cover the costs associated with maintaining and operating the water system. These funds cannot be used to cover public safety or any other non-water related expenses.

The four largest and most familiar Fund Accounts in the budget are 1) General Fund; 2) Solid Waste Fund, 3) Sewer Fund; and 4) Water Fund.

1) ***General Fund (Fund 010)*** – This fund accounts for all general revenues of the City not specifically levied or collected for other City funds and the related expenditures. The

General Fund accounts for all financial resources of a governmental unit which are not accounted for in other funds.

2) ***Solid Waste (Fund 540)*** – This fund accounts for the revenues and expenses of the City's solid waste operations.
3) ***Sewer Fund (Fund 530)*** – This fund accounts for the revenues and expenses of the City's sewer operations.
4) **Water Fund (Fund 520)** – This fund accounts for the revenues and expenses of the City's water operations.

All City Funds Budget Analysis:

The City Manager's Fiscal Year 2025-26 Proposed Preliminary Budget, as presented on June 10, totaled $266,480,640 in proposed expenditures. Recommended reductions to the General Fund discussed above and the City Council's June 10 direction to restore funding to Natoma Station L&L District, are included in the updated totals in the chart below, for a total of $266,070,437 in proposed expenditures, and $7,508,127 in transfers. The Budget Summary by Fund in the online budget document will be updated to reflect the approved totals after City Council adoption.

Below is a breakdown by Fund category

Fund Category	**FY 2025-26 Proposed Amounts**
General Fund	$ 121,425,524
Enterprise Funds	53,700,278
Special Revenue Funds	13,418,596
Debt Service Funds	16,761,774
Capital Projects Funds	10,624,850
Internal Service Funds	25,060,360
Fiduciary Funds	25,079,055
Total	$ 266,070,437

The City Manager's proposed Fiscal Year 2025-26 Preliminary Budget also includes 513.5 full and permanent part-time positions across all funds. This proposed budget provides for 8 new positions all funded by Enterprise Funds. The added positions are listed below along with the department.

Department	**Position**
Environmental and Water Resources	Senior Civil Engineer
Solid Waste	Refuse Driver (6)
Solid Waste	Senior Office Assistant

The City Manager's Fiscal Year 2025-26 Proposed Preliminary Budget is available on the City's web site at https://www.folsom.ca.us/government/finance/city-budget/-folder-366#docfold_14_786_600_366.

Recommended Budget Approval Process

- May 27, 2025 – City Council held public workshop on the budget at the Folsom Library.

- June 10, 2025 – City Council held budget public hearing and continued the public hearing to the June 24, 2025, City Council meeting allowing for more public dialogue.

- June 24, 2025 – City Council holds budget public hearing, receives public input and approves the FY 2025-2026 Preliminary Budget.

- July – September 2025 – City departments review their budgets and develop cost cutting proposals and that will be reviewed at the Review of the Final Budget in September/October 2025.

- FY 2025-2026 Review of Final Budget - September/October 2025:

    - At a City Council meeting in either September or October City staff will have another budget review with the City Council that will allow additional public input from the community. This budget review will allow the City to work with the actual ending fund balance numbers for FY 2024-2025. Possible FY 2026-2027 General Fund budget reductions discussions will take place.

- FY 2025-2026 Mid-Year Budget Review – February/March 2026:

    - At a City Council meeting in either February or March City staff will conduct a Mid-Year Budget review with the City Council. Any adjustments needed for the current year will be approved by the City Council at that time. Staff will be seeking direction from the Council as to what cuts they would consider including in the FY 2026-2027 budget.

CONCLUSION:

The City of Folsom cannot continue to provide the General Fund services it presently provides to the community. With the recommended budget reductions there is a projected $3.0 million General Fund deficit for FY 2025-2026. To live within its means the City will need to reduce its expenditures which translates into reductions in services.

Staff proposes using General Fund Reserves to fund the FY 2025-2026 budget but aggressively pursue a strategy to reduce costs and services in preparation for the FY 2026-2027 budget period that begins on July 1, 2026.

ATTACHMENTS

1. Resolution No. 11401 – A Resolution Adopting the Fiscal Year 2025-26 Operating and Capital Budgets for the City of Folsom, the Successor Agency, the Folsom Public Financing Authority, and the Folsom Ranch Public Financing Authority
    a. Exhibit A - Budget Summary by Fund – Projected Balance 2025-26 and Summary of General Fund Revenues and Expenditures
    b. Exhibit B – Staffing Detail 2025-2026
    c. Exhibit C – FY 2025-2026 Budget Request Proposal Detail Listing

2. Budget Staff Report from the June 10, 2025 City Council meeting.

Submitted,

_____

Bryan Whitemyer, City Manager

Attachment 1

RESOLUTION NO. 11401

A RESOLUTION ADOPTING THE FISCAL YEAR 2025-26 OPERATING AND CAPITAL BUDGETS FOR THE CITY OF FOLSOM, THE SUCCESSOR AGENCY, THE FOLSOM PUBLIC FINANCING AUTHORITY, AND THE FOLSOM RANCH FINANCING AUTHORITY

WHEREAS, section 3.02.030 of the Folsom Municipal Code states "An Annual Budget shall be prepared by the City Manager, with the assistance of the Finance Director …."; and

WHEREAS, on the 27th day of May 2025, the City Manager presented to the City Council the City Manager's FY 2025-26 Proposed Preliminary Budget; and

WHEREAS, on the 10th day of June 2025, a Public Hearing was held and the City Council received presentations from the City Manager and City Staff regarding the FY 2024-25 Proposed Operating Budget and Capital Improvement Plan; and

WHEREAS, the Proposed Budget includes the budget recommendations for each office and department of the City, including the FY 2025-26 Proposed Budget for the Successor Agency, the Folsom Public Financing Authority and the Folsom Ranch Financing Authority; and

WHEREAS, the City Manager's FY 2025-26 Proposed Preliminary Budget is on file and available for inspection on the City website; and

WHEREAS, the City Council reviewed the City Manager's FY 2025-26 Proposed Preliminary Budget, and all components thereof on May 27, 2025, June 10, 2025, and June 24, 2025; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Folsom that the documents attached to this resolution, identified as:

- **Exhibit A -** Summary by Fund: Projected Balances for Fiscal Year 2025-26 and Summary of General Fund Revenues and Expenditures
- **Exhibit B** – Staffing Detail for Fiscal Year 2025-26
- **Exhibit C** – Budget Request Proposal Detail Listing for Fiscal Year 2025-26

are hereby approved and appropriated to the respective departments for their offices and operations in the amounts, and for the objects and purposes, as specified therein.

PASSED AND ADOPTED this 24th day of June 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):

ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

City of Folsom
Budget Summary By Fund - Projected Balance
2025-26

Fund Name Description	Estimated Cash Balance 07/01/2025	Projected Revenues	Projected Transfers In	Projected Transfers Out	Projected Expenditures	Projected Ending Balance 06/30/2026
010 - General Fund	24,934,176	114,442,459	5,546,145	1,601,982	121,877,171	21,443,627
031 - SPIF Fee	252,265	0	0	0	0	252,265
032 - SPIF Parkland Fee	272,556	0	0	0	0	272,556
033 - SPIF Facilities Land	11,448	0	0	0	0	11,448
034 - SPIF Off-Site Road Set-Aside	933,338	0	0	0	0	933,338
	26,403,783	114,442,459	5,546,145	1,601,982	121,877,171	22,913,234
Special Revenue Funds						
201 - Community Development Block Grant	169,818	221,000	0	0	220,000	170,818
203 - TRAFFIC CONGESTION RELIEF	1,027	0	0	0	0	1,027
204 - LOS CERROS L&L AD	95,681	43,577	0	1,414	62,361	75,483
205 - BRIGGS RANCH L&L AD	(204,338)	80,576	0	2,348	203,973	(330,083)
206 - TRANSPORTATION SYSTEM MGT	351,315	41,000	0	204	35,000	357,111
207 - NATOMA STATION L&L AD	(703,984)	170,279	0	3,805	270,778	(808,288)
208 - FOLSOM HGHTS L&L AD	61,418	22,799	0	354	16,001	67,862
209 - BROADSTONE UNIT 3 L & L	77,786	38,755	0	313	30,746	85,482
210 - BROADSTONE L&L AD	264,725	398,482	0	4,894	572,147	86,166
212 - HANNAFORD CROSS L & L AD	(47,067)	20,165	0	581	34,640	(62,123)
213 - LAKE NATOMA SHORES L & L	77,134	22,733	0	617	37,231	62,019
214 - COBBLE HILLS/REFLECT L&L	(80,717)	44,011	0	939	61,304	(98,949)
215 - PRAIRIE OAKS #2 L&L	250,136	323,773	0	7,340	312,052	254,517
219 - FOLSOM COMMNTY CULT'L SER	111,867	3,500	0	0	40,000	75,367
221 - HOUSING TRUST FUND	951,872	62,000	0	553	155,000	858,319
223 - HUMBUG WILLOW CREEK	56,199	50,000	0	622	20,000	85,577
225 - GENERAL PLAN AMENDMENT	729,890	110,000	0	368	96,250	743,272
226 - TREE PLANTING & REPLACEMT	1,408,257	135,000	0	5,554	396,018	1,141,685
230 - Truck Management Plan	651,644	50,000	0	0	0	701,644
231 - SIERRA ESTATES L & L	12,649	11,853	0	326	13,524	10,652
232 - LAKERIDGE ESTATES L & L	274,549	36,643	0	1,282	58,913	250,997
233 - LA COLLINA DEL LAGO L & L	(7,702)	0	0	0	0	(7,702)
234 - COBBLE RIDGE L & L	138,357	13,909	0	330	22,035	129,901
235 - ROAD MAINTENANCE & REHAB	3,140,458	2,326,600	0	0	1,725,000	3,742,058
236 - PRAIRIE OAKS RANCH L&L AD	(551,377)	196,220	0	2,038	134,515	(491,710)
237 - SILVERBROOK L&L	98,919	17,292	0	246	11,098	104,867
238 - Folsom Housing Fund	23,960,396	620,000	0	26,395	615,300	23,938,701
240 - PARK DEDICATION (QUIMBY)	2,819,882	450,000	0	2,193	400,000	2,867,689
243 - GAS TAX 2106	1,759,342	404,616	0	225,000	0	1,938,958
244 - GAS TAX 2107	2,543,289	805,619	0	500,000	0	2,848,908
245 - GAS TAX 2107.5	2,288,560	878,778	0	225,000	0	2,942,338
246 - PLANNING SERVICES	196,652	412,000	0	8,181	350,000	250,471
247 - GAS TAX 2105	2,214,887	604,942	0	250,000	0	2,569,829
248 - TRANSPORTATION TAX(SB325)	469,719	89,500	0	0	40,000	519,219
249 - WILLOW CREEK EAST L&L AD	(34,267)	60,059	0	638	25,451	(297)
250 - BLUE RAVINE OAKS L&L AD	162,732	39,217	0	501	27,320	174,128
251 - STEEPLECHASE L&L AD	23,241	25,268	0	704	33,688	14,117
252 - WILLOW CREEK SOUTH L&L AD	443,965	171,748	0	4,584	228,026	383,103
253 - AMERICAN RV CANYON NO L&L	(171,826)	105,205	0	4,916	71,608	(143,145)
254 - HISTORICAL DISTRICT	11,056	5,000	0	163	8,000	7,893
260 - WILLOW SPRINGS L & L	7,732	14,776	0	367	16,131	6,010
262 - WILLOW SPGS CFD 11 M. DST	610,795	215,288	0	4,014	176,487	645,582
266 - CFD #12 MAINT. DIST.	1,005,212	630,824	0	13,529	727,415	895,092
267 - CFD #13 ARC MAINT. DIST.	2,666	123,278	0	2,636	113,136	10,172

City of Folsom
Budget Summary By Fund - Projected Balance
2025-26

Fund Name Description	Estimated Cash Balance 07/01/2025	Projected Revenues	Projected Transfers In	Projected Transfers Out	Projected Expenditures	Projected Ending Balance 06/30/2026
270 - ARC NO. L & L DIST #2	210,429	16,503	0	233	9,230	217,469
271 - THE RESIDENCES AT ARC, N	47,302	30,136	0	456	25,162	51,820
273 - SPHERE OF INFLUENCE	62,512	4,000	0	0	0	66,512
274 - OAKS AT WILLOW SPRINGS	2,855,726	1,000	0	0	0	2,856,726
275 - ARC L & L DIST #3	825,061	320,635	0	5,479	399,988	740,229
276 - NEW MEASURE A	5,033,347	3,857,552	0	0	3,235,100	5,655,799
278 - BLUE RAVINE OAKS NO.2 L&L	93,723	25,137	0	1,020	35,637	82,203
281 - FOLSOM HEIGHTS L&L 2	292,211	82,817	0	2,215	78,079	294,734
282 - Broadstone L&L 4	(851,971)	105,454	0	6,883	151,616	(905,016)
283 - CFD #16 Islands Maint. Dist.	881,287	165,481	0	2,283	101,571	942,914
284 - Willow Creek Estates East #2	62,716	86,249	0	1,245	103,084	44,636
285 - Prospect Ridge	65,691	47,948	0	463	30,102	83,074
288 - CFD #18 Maint District	5,032,995	2,435,382	0	17,930	1,345,294	6,105,153
289 - CFD #19 Maint District	1,010,634	187,317	0	1,564	97,756	1,098,631
291 - CFD #23 A1 Maint District	318,412	166,886	0	714	76,549	408,035
292 - CFD #23 IA2 Maint District	397,119	34,149	0	75	31,355	399,838
293 - CFD #23 IA3 Maint District	143,568	155,987	0	288	29,469	269,798
294 - CFD #23 IA4 Maint District	125,754	135,642	0	191	76,456	184,749
751 - POLICE SPECIAL REVENUE	683,471	25,000	0	1,110	50,000	657,361
753 - ZOO SPECIAL REVENUE	240,914	34,000	0	0	131,000	143,914
760 - WETLAND/OPEN SPACE MAINT	111,002	10,000	0	389	50,000	70,613
766 - POLICE IMPOUND	32,347	0	0	0	0	32,347
296 - CFD #23 IA6 Maint District	1,000	0	0	2	0	998
297 - CFD #23 IA7 Maint District	29,426	0	0	27	0	29,399
295 - CFD #23 IA5 Maint District	(1,464)	0	0	0	0	(1,464)
Total Special Revenue Funds	63,345,761	18,023,560	0	1,345,516	13,418,596	66,605,209
Debt Service						
302 - CCF DEBT SERVICE	348,597	0	0	0	0	348,597
305 - 1993 G O SCHOOL FAC D S	55,578	0	0	0	0	55,578
320 - FSAD REFUNDING	275,042	5,000	0	0	0	280,042
321 - 1982-1 NIMBUS AD D S	965,627	20,000	0	0	0	985,627
325 - TRAFFIC SIGNAL COP REFI	(22,132)	0	0	0	0	(22,132)
337 - RECREATION FACILITIES COP	96,995	0	0	0	0	96,995
604 - Folsom Ranch Financing Auth	41,127,346	10,689,300	0	0	10,689,300	41,127,346
605 - FOLSOM PUBLIC FINANC AUTH	28,668,400	6,072,474	0	0	6,072,474	28,668,400
Total Debt Service Funds	71,515,453	16,786,774	0	0	16,761,774	71,540,453
Capital Projects						
411 - SUPPLEMENTAL PARK FEE	315,801	5,000	0	0	0	320,801
412 - PARK IMPROVEMENTS	9,531,116	1,150,000	0	10,162	501,044	10,169,910
414 - Johnny Cash Trl Art Experience	26,907	9,000	0	0	10,000	25,907
416 - CFD #10 RUSSELL RANCH	558,401	13,000	0	436	0	570,965
418 - PRAIRIE OAK 92-2 1915 AD	377	0	0	0	0	377
428 - POLICE CAPITAL	1,984,695	245,000	0	1,516	0	2,228,179
431 - REDEVELOPMENT AGY CAP PRO	2,195	500	0	0	0	2,695
438 - PARKWAY II CFD #14	2,209,769	50,000	0	1,549	0	2,258,220
441 - FIRE CAPITAL	709,072	255,000	0	361	0	963,711
443 - HWY 50 IMPRV CAPITAL	7,083,129	1,230,000	0	5,029	100,000	8,208,100
444 - HWY 50 INTERCH CAPITAL	14,285,257	2,600,000	0	10,096	350,000	16,525,161
445 - GENERAL CAPITAL	2,990,035	455,000	0	2,234	10,000	3,432,801
446 - TRANSPORTATION IMPR	14,050,176	5,153,415	0	64,470	2,031,824	17,107,297
448 - DRAINAGE CAPITAL IMPRV	1,451,639	805,940	0	10,674	1,710,000	536,905

City of Folsom
Budget Summary By Fund - Projected Balance
2025-26

Fund Name Description	Estimated Cash Balance 07/01/2025	Projected Revenues	Projected Transfers In	Projected Transfers Out	Projected Expenditures	Projected Ending Balance 06/30/2026
449 - TRANSIT CAPITAL	13,950,176	1,350,000	0	5,128	50,000	15,245,048
451 - LIGHT RAIL TRANSPORTATION	1,402,337	205,000	0	1,467	215,000	1,390,870
452 - GENERAL PARK EQUIP CAP	593,251	110,000	0	451	100,000	602,800
456 - WATER IMPACT FEE(ORD912)	2,505,433	280,000	0	306,917	155,000	2,323,516
458 - LIBRARY DEVELOPMENT FUND	78,712	0	0	61	0	78,651
459 - CORP YARD CAPITAL	3,229,325	735,000	0	2,170	50,000	3,912,155
470 - FSPA INFRASTRUCTURE	22,006	500	0	17	0	22,489
472 - FSPA CAPITAL	45,887,106	11,800,000	0	99,993	100,000	57,487,113
601 - Capital Fleet Fund	84,756	2,000	125,000	66	175,000	36,690
602 - Capital Facilities Fund	7,157,668	0	0	4,629	3,640,000	3,513,039
603 - Capital IT Fund	0	0	200,000	0	150,000	50,000
607 - Police Equipment/Capital Fund	0	0	520,982	0	520,982	0
608 - Fire Equipment/Capital Fund	0	0	756,000	0	756,000	0
Total Capital Projects Funds	130,109,339	26,454,355	1,601,982	527,426	10,624,850	147,013,400
Enterprise						
520 - Water Operating	30,708,469	19,136,000	300,000	1,027,020	19,128,366	29,989,083
521 - Water Capital	3,914,738	340,000	0	5,778	300,000	3,948,960
522 - Water Meters	899,864	295,000	0	10,259	400,000	784,605
530 - Sewer Operating	20,166,173	12,246,435	0	872,169	8,124,832	23,415,607
531 - Sewer Capital	329,183	191,920	0	7,854	90,000	423,249
536 - Facility Augmentation Critical	45,802	500	0	35	0	46,267
537 - Facility Augmentation General	5,107	1,500	0	710	0	5,897
540 - Solid Waste Operating	21,456,206	29,894,633	0	2,077,300	25,307,080	23,966,459
541 - Solid Waste Capital	504,377	107,500	0	371	85,000	526,506
543 - Landfill Closure	1,034	0	60,000	0	100,000	(38,966)
544 - Solid Waste Capital FPA	848,616	445,000	0	31,707	165,000	1,096,909
Total Enterprise Funds	78,879,569	62,658,488	360,000	4,033,203	53,700,278	84,164,576
Internal Service						
015 - Compensated Leaves	(65,271)	727,360	0	0	760,867	(98,778)
606 - Risk Management	2,397,457	24,290,668	0	0	24,299,493	2,388,632
Total Internal Service Funds	2,332,186	25,018,028	0	0	25,060,360	2,289,854
Trust Funds						
279 - RDA Obligation Retirement	6,907,342	3,966,043	0	0	3,735,475	7,137,910
280 - RDA SA Trust - Housing	155,567	4,000	0	0	0	159,567
702 - BLUE RAVINE EAST AGENCY	8,948	0	0	0	0	8,948
703 - CFD #23 IA7 Folsom Ranch	96,664	7,500	0	0	3,400	100,764
706 - LEGENDS 93-2 1915 AD AGCY	9,285	0	0	0	0	9,285
707 - NATOMA STA92-1 1915AD AGY	22,785	0	0	0	0	22,785
708 - FOLSOM AUTO PLAZA 1915 AD	65,669	0	0	0	0	65,669
709 - LK NATOMA SHOR93-1 AD AGY	1,529	0	0	0	0	1,529
710 - PRAIRIE OAKS AD92-2 REFI	73,907	0	0	0	0	73,907
711 - COBBLE HILLS RDG AD AGNCY	33,727	0	0	0	0	33,727
712 - RIDGEVIEW95-1 1915 AD AGY	14,507	0	0	0	0	14,507
713 - CRESLEIGH 95-2 AD AGENCY	24,577	0	0	0	0	24,577
715 - HANNFORD CROSS 1915 REFI	47,405	0	0	0	0	47,405
716 - CFD #23 IA2 F Ranch	5,354,429	586,700	0	0	609,659	5,331,470
718 - CFD #23 IA3 F Ranch	3,308,620	526,806	0	0	547,064	3,288,362
719 - CFD #23 IA4 F Ranch	11,509,698	7,500	0	0	576,350	10,940,848
720 - CFD 2013-01 Water Facility	986,608	20,000	0	0	1,473,000	(466,392)
721 - CFD #1 WILLOW CR SO REFI	5,141	0	0	0	0	5,141
722 - CFD #2 NATOMA STATION	120,123	0	0	0	0	120,123

City of Folsom
Budget Summary By Fund - Projected Balance
2025-26

Fund Name Description	Estimated Cash Balance 07/01/2025	Projected Revenues	Projected Transfers In	Projected Transfers Out	Projected Expenditures	Projected Ending Balance 06/30/2026
723 - CFD #3 FOLSOM HGTS REFI	434	0	0	0	0	434
724 - CFD #4 BROADSTONE REFI	57,474	0	0	0	0	57,474
725 - CFD #23 IA5 F Ranch	(19,735)	0	0	0	0	(19,735)
726 - CFD #23 IA6 F Ranch	(19,672)	7,500	0	0	125	(12,297)
727 - CFD #7 BROADSTONE #2	336,475	0	0	0	0	336,475
728 - CFD #8 PARKWAY	38,267	0	0	0	0	38,267
729 - CFD #9 WILLOW CREEK SO	49,890	0	0	0	0	49,890
730 - CFD #10 RUSSELL RANCH	10,689,707	4,751,708	0	0	4,786,884	10,654,531
733 - CFD #16 Islands IA2	872,706	374,805	0	0	305,019	942,492
734 - CFD #14 PARKWAY II	725,200	1,267,619	0	0	1,241,027	751,792
735 - FOL HIS DIST BUS IMP DIST	32,300	0	0	0	0	32,300
736 - CFD #16 Islands at Parkshore	735,184	272,263	0	0	178,050	829,397
737 - CFD #17 Willow Hill Pipeline	1,545,856	468,922	0	0	451,744	1,563,034
738 - CFD #18 Area Wide	9,437,765	2,290,869	0	0	4,468,194	7,260,440
739 - CFD #19 Mangini Ranch	4,215,543	2,676,565	0	0	2,627,710	4,264,398
740 - CFD #20 Russell Ranch	12,472,084	1,505,619	0	0	1,485,819	12,491,884
741 - CFD #21 WHITE ROCK SPRINGS RAN	2,462,238	1,334,394	0	0	1,218,499	2,578,133
742 - CFD #22 FOLSOM HEIGHTS	(22,294)	0	0	0	0	(22,294)
743 - CFD #23 IA1 F Ranch	4,590,813	1,388,645	0	0	1,371,036	4,608,422
Total Trust Funds	76,946,766	21,457,458	0	0	25,079,055	73,325,169
All Fund Total	449,532,857	284,841,122	7,508,127	7,508,127	266,522,084	467,851,895

Summary of General Fund Revenues and Expenditures
Fund 010

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Adopted Budget	FY 2024-25 Q2 Amended Budget	FY 2025-26 Proposed Budget
Revenues								
Taxes	54,536,427	59,967,769	66,075,402	70,086,681	73,208,866	79,228,197	79,228,197	80,622,692
Licenses & Permits	3,420,381	4,241,034	4,299,748	4,010,647	4,977,444	3,916,089	3,860,725	4,068,589
Intergovernmental	8,024,245	9,753,188	10,045,573	12,900,194	14,025,143	10,959,022	11,805,809	11,251,068
Charges for Services	12,778,865	13,959,335	18,250,447	17,696,356	18,948,237	13,994,978	13,840,847	16,908,910
Fines, Impact Fees	169,015	153,339	133,772	133,080	207,365	109,200	111,000	110,200
Interest	670,228	69,519	(951,314)	894,693	2,891,036	300,000	300,000	600,000
Other Revenue	1,001,389	1,381,614	1,178,166	1,182,071	453,511	716,807	2,644,460	881,000
Total Revenues	80,600,551	89,525,798	99,031,792	106,903,722	114,711,602	109,224,293	111,791,038	114,442,459
Expenditures								
0101100 - City Council	129,451	104,152	112,377	118,539	120,089	142,718	142,718	155,116
0101200 - City Manager's Office	875,712	721,621	700,467	690,940	736,166	772,045	772,045	797,322
0101203 - City Manager's Office - PIO	496,879	460,718	466,083	516,999	547,952	573,328	573,328	628,587
0101700 - City Attorney	1,001,724	953,138	1,095,212	1,307,443	1,267,677	1,306,487	1,306,487	1,383,331
0101400 - City Clerk	605,492	581,740	591,310	648,107	637,181	682,306	682,306	752,283
0101401 - City Clerk - Elections	0	65,873	0	46,173	0	61,000	61,000	0
0102300 - Community Development - Admin	691,355	725,524	862,562	834,003	1,711,027	1,030,640	1,406,797	1,027,761
0102310 - Community Development - Engineering	2,593,414	2,853,007	3,464,248	3,843,386	3,070,958	1,964,540	1,964,540	1,890,800
0102320 - Community Development - Building Services	2,066,538	1,699,346	2,055,017	2,778,896	2,633,569	2,432,662	2,447,518	2,367,397
0102325 - Community Development - Code Enforcement	350,504	380,915	407,434	433,132	469,975	517,041	517,041	541,018
0102330 - Community Development - Planning	1,266,365	1,166,814	1,225,619	1,285,672	1,066,760	1,246,580	1,349,844	1,282,288
0102220 - Fire - Administration	1,553,304	1,772,999	2,174,459	2,623,131	2,599,250	2,970,803	2,975,899	3,172,887
0102221 - Fire - Emergency Response	20,590,461	20,875,664	22,076,490	21,905,235	23,413,909	25,763,853	26,197,223	26,699,344
0102222 - Fire - Prevention	519,482	558,290	545,028	417,838	554,070	373,981	373,981	502,243
0102223 - Fire - Emergency Medical	588,768	565,007	949,752	673,950	1,136,681	889,553	3,125,722	589,553
0101800 - Human Resources	720,680	622,182	602,453	673,714	834,153	947,648	947,648	1,027,029
0102900 - Library	1,942,428	1,838,898	1,753,515	2,192,763	2,099,362	2,220,694	2,220,694	2,304,966
0101601 - Finance- Administration	496,904	444,849	445,758	551,754	518,758	566,259	566,259	586,392
0101602 - Finance- Disbursements	653,949	615,952	564,817	564,266	752,331	864,996	864,996	879,197
0101603 - Finance - Revenue	727,358	795,003	735,201	914,563	970,777	811,292	815,005	878,909
0101604 - Finance - Financial Services	1,113,416	1,146,806	1,182,517	1,281,548	1,200,276	1,535,759	1,535,759	1,642,612
0101904 - Admin Services - Info Svcs	1,721,630	1,843,038	1,840,028	2,007,640	2,142,912	2,454,255	2,483,117	2,294,062
0101905 - Admin Services - GIS	150,038	155,092	196,954	236,417	317,814	367,013	367,013	382,527
0101902 - Admin Services - Facilities	1,303,799	1,473,134	1,914,986	2,103,702	3,317,082	2,057,128	3,219,890	2,264,680
0102700 - Parks & Rec - Administration	821,007	799,947	807,163	854,864	898,200	1,041,307	1,041,307	1,081,431
0102710 - Parks & Rec - Comm & Cultural Svcs	2,012,401	1,368,765	1,982,598	2,680,164	2,694,057	2,951,231	2,951,231	2,792,550
0102711 - Parks & Rec - Community Facilities	0	0	0	450	0	0	0	0
0102720 - Parks & Rec - Outdoor Sports	1,651,151	1,192,935	1,693,408	2,743,801	2,117,223	1,905,819	1,905,819	2,171,278

Summary of General Fund Revenues and Expenditures
Fund 010

	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Adopted Budget	FY 2024-25 Q2 Amended Budget	FY 2025-26 Proposed Budget
0102730 - Parks & Rec - Aquatics	1,383,092	2,576,346	1,724,335	2,217,494	2,189,239	1,771,198	1,771,531	2,140,434
0103801 - Parks & Rec - Park Maintenance	3,421,513	2,895,757	3,216,766	3,226,003	3,636,625	4,318,222	4,628,508	5,194,579
0103802 - Parks & Rec - Park Dev	155,920	157,489	175,176	264,888	248,862	401,526	694,707	580,196
0103803 - Parks & Rec - Trails	577,744	719,527	608,225	296,443	312,572	235,398	250,133	252,775
0103805 - Parks & Rec - Municipal Landscaping	1,483,981	1,568,648	1,684,296	2,046,564	2,254,397	2,602,610	2,602,610	1,808,916
0104000 - Parks & Rec - Zoo	1,830,047	1,648,755	1,917,544	2,376,124	3,226,894	2,336,385	2,491,161	2,541,399
0101909 - Police - Animal Control	218,721	233,215	232,439	277,896	390,701	386,917	386,917	406,978
0102110 - Police - Administration	2,654,466	2,978,264	3,752,555	4,851,227	4,607,086	3,750,767	4,184,737	3,953,669
0102111 - Police - Support Services	3,881,322	3,634,826	3,674,585	4,053,600	3,992,357	4,447,581	4,483,024	4,809,564
0102112 - Police - Operations	13,597,612	13,496,724	13,911,636	14,192,085	15,889,941	16,987,177	17,153,622	17,759,513
0102113 - Police - Investigations	3,169,998	3,221,597	3,104,183	2,885,039	3,301,779	3,674,954	3,674,954	4,492,216
0103700 - Public Works - Fleet Management	1,311,067	1,217,805	1,228,449	1,621,593	1,463,334	1,751,592	1,755,623	1,778,190
0232601 - Public Works - Engineering	2,178,459	2,219,368	2,109,771	2,161,266	2,145,815	2,513,687	2,570,669	2,496,441
0233200 - Public Works - Streets	1,702,564	1,748,802	2,173,388	2,470,514	2,997,166	2,344,206	2,661,726	2,482,843
0233201 - Public Works - Traffic	1,698,641	1,858,533	2,032,349	2,054,696	2,140,155	2,404,941	2,455,545	2,444,991
0105000 - Nondepartmental	9,493,007	3,855,487	6,180,073	7,588,332	8,096,163	8,640,948	9,377,225	8,638,904
Total Expenditures	95,402,366	89,812,552	98,171,225	107,512,854	114,721,296	117,019,047	123,957,879	121,877,171
Revenues Over (Under) Expenditures	(14,801,815)	(286,754)	860,567	(609,132)	(9,694)	(7,794,754)	(12,166,841)	(7,434,712)
Transfer In	6,829,425	6,058,559	4,589,055	4,454,442	4,026,857	6,107,155	6,732,155	5,546,145
Transfer Out	0	0	0	0	387,124	50,000	50,000	1,601,982
Net	(7,972,390)	5,771,805	5,449,622	3,845,310	3,630,039	(1,737,599)	(5,484,686)	(3,490,549)

Position Detail

	FY 22 Approved	FY 23 Approved	FY 24 Approved	FY 25 Approved	FY 26 Proposed
City Council					
Mayor	1.00	1.00	1.00	1.00	1.00
Council Member	4.00	4.00	4.00	4.00	4.00
Total City Council	**5.00**	**5.00**	**5.00**	**5.00**	**5.00**
City Manager's Office					
Administration					
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	0.75	0.75	-	-	-
Administrative Support Specialist	1.00	1.00	1.00	1.00	1.00
Public Information					
Communications Director	1.00	1.00	1.00	1.00	1.00
Communications & Marketing Specialist	1.00	1.00	1.00	1.00	1.00
Total City Manager	**4.75**	**4.75**	**4.00**	**4.00**	**4.00**
City Attorney					
City Attorney	1.00	1.00	1.00	1.00	1.00
Deputy/Asst City Attorney	1.00	1.00	1.00	1.00	1.00
Legal Analyst	1.00	1.00	1.00	1.00	1.00
Legal Secretary	1.00	1.00	1.00	1.00	1.00
Total City Attorney	**4.00**	**4.00**	**4.00**	**4.00**	**4.00**
City Clerk					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00
Assistant City Clerk	-	1.00	1.00	-	-
City Clerk Specialist	-	-	-	-	1.00
Administrative Assistant	-	-	-	1.00	-
City Clerk Technician II	1.00	-	-	-	-
Total City Clerk	**3.00**	**3.00**	**3.00**	**3.00**	**3.00**
Community Development					
Administration					
Community Development Director	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	2.00	2.00	2.00	2.00
Senior Office Assistant	1.00	-	-	-	-
Building					
Building Inspector I/II	2.00	2.00	3.00	2.00	2.00
Building Plans Coordinator	1.00	1.00	2.00	2.00	2.00
Building Technician I/II	2.00	2.00	2.00	2.00	2.00
Plan Check Engineer	2.00	1.00	1.00	1.00	1.00
Building Inspection Supervisor	1.00	1.00	1.00	1.00	1.00
Principal Civil Engineer	1.00	1.00	1.00	1.00	1.00
Senior Building Inspector	-	-	-	1.00	1.00
Senior Civil Engineer	-	1.00	1.00	1.00	1.00

Position Detail

	FY 22 Approved	FY 23 Approved	FY 24 Approved	FY 25 Approved	FY 26 Proposed
Community Development (cont)					
Code Enforcement					
Code Enforcement Officer I/II	1.00	1.00	1.00	1.00	1.00
Code Enforcement Manager	-	-	-	-	1.00
Code Enforcement Supervisor	1.00	1.00	1.00	1.00	-
Engineering					
Arborist	1.00	1.00	-	-	1.00
Urban Forester	-	-	1.00	1.00	1.00
Senior Construction Inspector	1.00	1.00	1.00	1.00	1.00
Engineering Technician I/II	1.00	1.00	1.00	1.00	1.00
City Engineer	1.00	1.00	1.00	1.00	1.00
Senior Civil Engineer	2.00	2.00	2.00	2.00	2.00
Planning					
Planner I (Asst)/Planner II (Associate)	2.00	2.00	2.00	2.00	2.00
Planning Manager	1.00	1.00	1.00	1.00	1.00
Principal Planner	2.00	2.00	1.00	1.00	1.00
Housing Manager	-	-	-	-	1.00
Senior Planner	1.00	1.00	1.00	1.00	-
Total Community Development	**26.00**	**26.00**	**27.00**	**27.00**	**28.00**
Fire Department					
Administration					
Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Division Chief	2.00	2.00	2.00	3.00	3.00
Administrative Technician	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Office Assistant	1.00	1.00	1.00	1.00	1.00
Senior Equipment Mechanic	-	-	1.00	1.00	1.00
Emergency Operations					
Fire Division Chief	1.00	1.00	1.00	-	-
Fire Battalion Chief	2.00	2.00	2.00	3.00	3.00
Fire Captain-Suppression	15.00	15.00	15.00	18.00	18.00
Fire Engineer	15.00	15.00	15.00	18.00	18.00
Firefighter	36.00	46.00	48.00	42.00	42.00
Fire Prevention					
Deputy Fire Marshall	1.00	1.00	1.00	1.00	1.00
Fire Prevention Officer	2.00	2.00	1.00	1.00	1.00
Total Fire	**78.00**	**88.00**	**90.00**	**91.00**	**91.00**
Human Resources					
Human Resources Director	1.00	-	1.00	1.00	1.00
Human Resources Manager	-	1.00	-	-	-
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Human Resources Technician I/II	2.00	2.00	2.00	2.00	2.00
Senior Management Analyst	2.00	2.00	2.00	2.00	2.00
Total Human Resources	**6.00**	**6.00**	**6.00**	**6.00**	**6.00**

Position Detail

	FY 22 Approved	FY 23 Approved	FY 24 Approved	FY 25 Approved	FY 26 Proposed
Library					
Library Director	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Librarian	2.00	2.00	2.00	2.00	2.00
Library Assistant	4.00	4.00	4.00	4.00	4.00
Library Circulation Coordinator	1.00	1.00	1.00	1.00	1.00
Library Technician	2.00	2.00	2.00	2.00	2.00
Lead Senior Librarian	1.00	1.00	1.00	-	-
Library Supervisor	-	-	-	1.00	1.00
Total Library	**12.00**	**12.00**	**12.00**	**12.00**	**12.00**
Office of Management and Budget					
Administration					
Chief Financial Officer/Finance Director	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Disbursements					
Disbursements Manager	-	-	-	1.00	1.00
Disbursements Specialist	1.00	1.00	1.00	1.00	1.00
Payroll Specialist	2.00	2.00	2.00	2.00	2.00
Disbursements Technician	1.00	1.00	1.00	1.00	1.00
Revenue					
Revenue Technician I/II	3.00	3.00	3.00	2.00	2.00
Revenue Supervisor	1.00	1.00	1.00	1.00	-
Revenue Manager	-	-	-	-	1.00
Senior Revenue Technician	2.00	2.00	2.00	2.00	2.00
Financial Services					
Accounting Technician II	1.00	1.00	1.00	1.00	1.00
Financial Specialist	1.00	1.00	1.00	1.00	1.00
Financial Services					
Senior Financial Analyst	2.00	2.00	2.00	2.00	2.00
Deputy Treasurer	1.00	1.00	1.00	1.00	1.00
Financial Services Manager	1.00	1.00	1.00	1.00	1.00
Office of Management and Budget (cont)					
Information Systems					
Information Systems Manager	1.00	1.00	1.00	1.00	1.00
Information Systems Analyst	3.00	2.00	2.00	2.00	2.00
Information Systems Technician I/II	-	1.00	1.00	1.00	1.00
GIS Analyst	1.00	1.00	1.00	1.00	1.00
GIS Technician	-	-	1.00	1.00	1.00
Process Improvement Specialist	1.00	1.00	1.00	1.00	1.00
Total Office of Management and Budget	**24.00**	**24.00**	**25.00**	**25.00**	**25.00**

Position Detail

	FY 22 Approved	FY 23 Approved	FY 24 Approved	FY 25 Approved	FY 26 Proposed
Parks & Recreation					
Administration					
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	3.00	3.00	3.00	3.00	3.00
Marketing & Graphics Coordinator	1.00	1.00	1.00	1.00	1.00
Management Analyst	1.00	-	-	-	-
Senior Management Analyst	-	1.00	1.00	1.00	1.00
Park Maintenance					
Maintenance Specialist	2.00	2.00	2.00	2.00	1.00
Maintenance Worker I/II	1.00	1.00	1.00	2.00	2.00
Parks/Facilities Maintenance Manager	1.00	1.00	1.00	1.00	1.00
Parks Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Senior Maintenance Specialist	-	-	-	-	1.00
Park Development					
Park Planning Manager	-	-	1.00	1.00	1.00
Park Planner II	-	-	-	1.00	1.00
Senior Park Planner	1.00	1.00	-	-	1.00
Trails					
Senior Trails Planner	1.00	1.00	1.00	1.00	1.00
Zoo					
Zoo Manager	1.00	1.00	1.00	1.00	1.00
Zoo Supervisor	-	-	1.00	1.00	1.00
Zookeeper I / II	5.00	5.00	5.00	5.00	5.00
Lead Zookeeper	1.00	1.00	-	-	-
Recreation Coordinator II	1.00	1.00	-	-	-
Senior Recreation Coordinator	-	-	1.00	1.00	1.00
Aquatics					
Recreation Coordinator I	1.00	-	-	-	-
Recreation Coordinator II	0.50	1.50	1.50	1.50	0.50
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Recreation Coordinator	-	-	-	-	1.00
Senior Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Community & Cultural Services / Community Facilities					
Community & Cultural Services Manager	1.00	1.00	1.00	1.00	-
Recreation & Community Services	-	-	-	-	1.00
Recreation Coordinator I	1.00	1.00	1.00	-	-
Recreation Coordinator II	3.00	3.00	2.00	3.00	3.00
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Recreation Coordinator	1.00	1.00	2.00	2.00	2.00

Position Detail

	FY 22 Approved	FY 23 Approved	FY 24 Approved	FY 25 Approved	FY 26 Proposed
Parks & Recreation (cont)					
Recreation / Sports Complex					
Recreation Coordinator I	1.00	1.00	1.00	-	-
Recreation Coordinator II	1.50	1.50	1.50	2.50	2.50
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Facility Services					
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Building Tradesworker	3.00	3.00	3.00	3.00	3.00
Building Tradesworker I/II	1.00	1.00	1.00	1.00	1.00
Municipal Landscaping					
Lighting & Landscape District Manager	1.00	1.00	1.00	-	-
MLS Manager	-	-	-	1.00	1.00
Construction Inspector II	1.00	1.00	1.00	1.00	-
Irrigation Systems Coordinator	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Worker	-	-	-	-	-
Senior Maintenance Specialist	-	-	-	-	2.00
Maintenance Worker I/II	1.00	2.00	2.00	2.00	1.00
Total Parks & Recreation	**48.00**	**49.00**	**49.00**	**51.00**	**52.00**
Police Department					
Administration					
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Commander	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Administrative Technician	1.00	1.00	1.00	1.00	1.00
Police Sergeant	1.00	1.00	2.00	2.00	2.00
Police Officer	1.00	1.00	1.00	1.00	1.00
Support Services					
Police Lieutenant	1.00	1.00	1.00	1.00	1.00
Communications Supervisor	3.00	3.00	3.00	3.00	3.00
Dispatcher I/II	13.00	14.00	14.00	14.00	14.00
Senior Records Clerk	1.00	1.00	1.00	1.00	1.00
Police Records Clerk	2.00	2.00	2.00	2.00	2.00
Police Records Clerk - PPT	0.50	0.50	0.50	0.50	0.50
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Operations					
Police Commander	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	3.00	3.00	3.00	3.00	3.00
Police Sergeant	9.00	9.00	8.00	9.00	9.00
Police Corporal	5.00	5.00	5.00	6.00	6.00
Police Officer	43.00	44.00	45.00	49.00	49.00
Police Volunteer Coordinator	1.00	1.00	1.00	1.00	1.00

Position Detail

	FY 22 Approved	FY 23 Approved	FY 24 Approved	FY 25 Approved	FY 26 Proposed
Police Department (cont.)					
Investigations					
Police Lieutenant	1.00	1.00	1.00	1.00	1.00
Police Sergeant	2.00	2.00	2.00	2.00	2.00
Police Officer	10.00	10.00	10.00	10.00	10.00
Community Service Officer	3.00	3.00	5.00	5.00	5.00
Crime & Intelligence Analyst	1.00	1.00	1.00	1.00	1.00
Animal Care Services					
Animal Control Officer	1.00	2.00	2.00	2.00	2.00
Total Police Department	**107.50**	**110.50**	**113.50**	**119.50**	**119.50**
Public Works Department					
Administration / Engineering					
Public Works Director	0.80	0.80	0.80	0.80	0.80
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Construction Inspector I/II	1.00	1.00	1.00	1.00	1.00
Engineering Technician I/II	1.00	1.00	-	-	-
PW/Utilities Section Manager	1.00	1.00	1.00	1.00	1.00
Senior Civil Engineer	3.00	3.00	3.00	3.00	3.00
Senior Management Analyst	0.75	0.75	0.75	0.75	0.75
Senior Office Assistant	1.00	1.00	1.00	1.00	1.00
Fleet Maintenance					
PW / Utilities Section Manager	0.35	0.35	0.35	0.35	0.35
Fleet / Solid Waste Manager	0.35	0.35	0.35	0.35	0.35
Administrative Assistant	0.10	0.10	0.10	0.10	0.10
Inventory Clerk	1.00	1.00	1.00	-	-
Fleet Service Coordinator	-	-	-	1.00	1.00
Lead Senior Mechanic	1.00	1.00	1.00	1.00	1.00
Mechanic II	4.10	4.10	4.10	4.10	4.10
Senior Equipment Mechanic	1.00	1.00	1.00	1.00	1.00
Streets					
Maintenance Specialist	3.00	3.00	4.00	4.00	4.00
Maintenance Worker I/II	4.00	4.00	4.00	6.00	6.00
Mechanic II	0.10	0.10	0.10	0.10	0.10
Senior Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Streets Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Traffic Maintenance					
Associate Civil Engineer	1.00	-	-	-	-
Maintenance Specialist	1.00	1.00	1.00	1.00	1.00
Senior Civil Engineer	-	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Senior Traffic Control & Lighting Technician	1.00	1.00	1.00	1.00	1.00
Traffic Control & Lighting Technician I/II	4.00	4.00	4.00	4.00	4.00
Total Public Works Department	**34.55**	**34.55**	**34.55**	**36.55**	**36.55**

Position Detail

	FY 22 Approved	FY 23 Approved	FY 24 Approved	FY 25 Approved	FY 26 Proposed
Environmental and Water Resources					
Water Resources Administration					
Director	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Administrative Technician	-	1.00	1.00	2.00	2.00
Associate Civil Engineer	1.00	1.00	1.00	1.00	1.00
Engineering Technician I/II	1.00	1.00	1.00	1.00	1.00
PW / Utilities Section Manager	1.00	1.00	1.00	1.00	1.00
Electrical & Instrument Technician	1.00	1.00	1.00	1.00	1.00
Senior Civil Engineer	2.00	2.00	2.00	1.00	2.00
Principal Civil Engineer	-	-	-	1.00	1.00
Senior Office Assistant	2.00	2.00	2.00	1.00	1.00
Wastewater					
Revenue Technician I/II	-	1.00	1.00	1.00	1.00
Senior Wastewater Collection Technician	2.00	2.00	2.00	2.00	2.00
Wastewater Collection Supervisor	1.00	1.00	1.00	1.00	1.00
Wastewater Collection Tech I/II	11.00	11.00	11.00	11.00	11.00
Wastewater Collection Tech III	-	-	-	1.00	1.00
Water Conservation					
Water Management Coordinator	1.00	1.00	1.00	1.00	1.00
Water Management Specialist	2.00	2.00	2.00	2.00	2.00
Water Utility Maintenance					
Senior Water Utility Worker	1.00	1.00	1.00	1.00	1.00
Utility Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Water Utility Worker I/II	5.00	5.00	6.00	6.00	6.00
Utility Maint Wastewater Coll Tech III	-	-	-	1.00	1.00
Water Treatment Plant					
Lead Plant Mechanic	1.00	1.00	1.00	1.00	1.00
Water Treatment Plant Chief Operator	1.00	1.00	1.00	1.00	1.00
Water Treatment Plant Operator III	4.00	4.00	4.00	4.00	4.00
Water Treatment Plant Operator I / II	1.00	1.00	1.00	1.00	1.00
Water Treatment Plant Manager	-	-	-	-	1.00
Water Treatment Plant Supervisor	1.00	1.00	1.00	1.00	-
Water Quality					
Water Distribution Chief Operator	1.00	1.00	1.00	1.00	1.00
Water Distribution Operator I/II	3.00	3.00	3.00	3.00	3.00
Water Distribution Operator III	-	-	1.00	1.00	1.00
Water Quality Technician	1.00	1.00	1.00	1.00	1.00
Water Distribution Supervisor	1.00	1.00	1.00	1.00	1.00
Water Metering Program					
Utility Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Water Utility Worker	1.00	1.00	1.00	1.00	1.00
Water Utility Worker I/II	3.00	4.00	4.00	4.00	4.00
Total Environmental and Water Resources	**53.00**	**56.00**	**58.00**	**60.00**	**61.00**

Position Detail

	FY 22 Approved	FY 23 Approved	FY 24 Approved	FY 25 Approved	FY 26 Proposed
Solid Waste Department					
Solid Waste Collections					
Public Works Director	0.20	0.20	0.20	0.20	0.20
PW / Utilities Section Manager	0.65	0.65	0.65	0.65	0.65
Solid Waste / Fleet Manager	0.65	0.65	0.65	0.65	0.65
Solid Waste Manager	-	-	1.00	1.00	1.00
Solid Waste Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	0.90	0.90	0.90	0.90	0.90
Account Technician	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst	0.25	0.25	0.25	0.25	0.25
Maintenance Worker I/II	1.00	1.00	1.00	1.00	1.00
Mechanic II	1.80	1.80	1.80	1.80	1.80
Refuse Driver	37.00	38.00	39.00	39.00	42.00
Senior Refuse Driver	-	-	-	-	3.00
Senior Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Senior Office Assistant	3.00	3.00	3.00	3.00	4.00
Hazardous Materials					
Environmental Specialist	-	-	1.00	-	-
Hazardous Materials Coordinator	1.00	1.00	1.00	1.00	1.00
Maintenance Specialist	1.00	1.00	-	-	-
Senior Environmental Specialist	1.00	1.00	1.00	2.00	2.00
Recycling					
Environmental Specialist Supervisor	1.00	1.00	1.00	1.00	1.00
Environmental Specialist	-	-	1.00	1.00	1.00
Senior Environmental Specialist	2.00	2.00	2.00	2.00	2.00
Total Solid Waste Department	**55.45**	**56.45**	**59.45**	**59.45**	**66.45**
Total Staffing Positions	**461.25**	**479.25**	**490.50**	**503.50**	**513.50**

Department	Budget Request Proposal Description	Requested Amount	Amount Included in Proposed Budget	Funding Source	Frequency: (One-Time/Recurring)	up/New-Request)
City Attorney	City Attorney - Hardware	$ 600	$ 600	General Fund (010)	Recurring	True-up
City Attorney	City Attorney - Software	$ 500	$ 500	General Fund (010)	Recurring	True-up
City Attorney	City Attorney - Training & Education	$ 500	$ 500	General Fund (010)	Recurring	True-up
City Clerk	City Clerk - Laptop	$ 1,600	$ 1,600	General Fund (010)	Recurring	True-up
City Clerk	City Clerk - Training & Education	$ 1,500	$ 1,500	General Fund (010)	Recurring	True-up
City Clerk	City Clerk - Training-Related Travel	$ 1,000	$ 1,000	General Fund (010)	Recurring	True-up
City Manager	Citywide Survey	$ 25,000	$ -	General Fund (010)	Recurring	New-Request
City Manager	Reclass Social Media Coordinator	$ 77,000	$ -	General Fund (010)	Recurring	New-Request
Community Development	Petroleum Products True-up	$ 4,467	$ 4,467	General Fund (010)	Recurring	True-up
Facilities	Building Maintenance True Up	$ 130,000	$ 130,000	General Fund (010)	Recurring	True-up
Facilities	Temp Wages	$ 15,000	$ 15,000	General Fund (010)	Recurring	True-up
Facilities	Rents	$ 7,500	$ 7,500	General Fund (010)	Recurring	True-up
Facilities	Synthetic Turf Replacement	$ 328,654	$ -	General Fund (010)	Recurring	New-Request
Facilities	Library Exterior Paint	$ 100,000	$ -	General Fund (010)	One-Time	New-Request
Facilities	Rodeo Arena Lighting Replacement	$ 140,000	$ -	General Fund (010)	One-Time	New-Request
Facilities	Community Center Divider	$ 200,000	$ -	General Fund (010)	One-Time	New-Request
Finance	Contracts - True-up	$ 11,436	$ 11,436	General Fund (010)	Recurring	True-up
Finance	Training & Education	$ 5,021	$ 5,021	General Fund (010)	Recurring	True-up
Fire Department	PPE Replacements	$ 166,800	$ 166,800	General Fund (010)	One-Time	New-Request
Fire Department	Building Maintenance Fund Increase	$ 150,000	$ 150,000	General Fund (010)	Recurring	True-up
Fire Department	Plan Check Fund Increase	$ 115,000	$ 115,000	General Fund (010)	Recurring	True-up
Fire Department	SRFECC Assessment Increase	$ 113,681	$ 113,681	General Fund (010)	Recurring	True-up
Fire Department	Vehicles Maintenance Fund Increase	$ 100,000	$ 100,000	General Fund (010)	Recurring	True-up
Fire Department	Safety Equipment Fund Increase	$ 37,700	$ 37,700	General Fund (010)	Recurring	True-up
Fire Department	Petroleum Products Fund Increase	$ 25,000	$ 25,000	General Fund (010)	Recurring	True-up
Fire Department	Departmental Supplies Fund Increase	$ 16,000	$ 16,000	General Fund (010)	Recurring	True-up
Fire Department	Equipment Maintenance Fund Increase	$ 7,581	$ 7,581	General Fund (010)	Recurring	True-up
Fire Department	Two Type I Fire Engines (E35 & E33)	$ 2,500,000	$ -	General Fund (010)	One-Time	New-Request
Fire Department	Type V Engine (E533)	$ 475,000	$ -	General Fund (010)	One-Time	New-Request
Fire Department	Fire Prevention Officer	$ 126,101	$ -	General Fund (010)	Recurring	New-Request
Fire Department	Administrative Battalion Chief	$ 306,521	$ -	General Fund (010)	Recurring	New-Request
Fire Department	Nine Firefighters (Staff Engine 35)	$ 1,625,679	$ -	General Fund (010)	Recurring	New-Request
Fire Department	Six Firefighters (Staff Medic 34)	$ 1,083,787	$ -	General Fund (010)	Recurring	New-Request
Fire Department	Explorer Program	$ 5,000	$ -	General Fund (010)	Recurring	New-Request
Fire Department	SCBA SKA-PAK Cylinders and Vise	$ 5,670	$ -	General Fund (010)	One-Time	New-Request
Fire Department	Thermal Imaging Cameras	$ 22,974	$ -	General Fund (010)	One-Time	New-Request
Fire Department	Administrative Office Space	$ 205,000	$ -	General Fund (010)	Recurring	New-Request
Fire Department	Uniform Expense Fund Increase	$ 12,000	$ -	General Fund (010)	Recurring	True-up
Fire Department	Training	$ 50,000	$ -	General Fund (010)	Recurring	New-Request
Fire Department	Water Rescue Drysuits	$ 35,000	$ -	General Fund (010)	One-Time	New-Request
Fire Department	Fuel Management System	$ 80,000	$ -	General Fund (010)	One-Time	New-Request
Fire Department	Security Card System Update	$ 60,000	$ -	General Fund (010)	One-Time	New-Request
Fire Department	PPE Extractor Washing Machine	$ 28,000	$ -	General Fund (010)	One-Time	New-Request
Fire Department	Annual PPE Inspection Increase	$ 12,500	$ -	General Fund (010)	Recurring	New-Request
Fire Department	Physical Fitness Equipment	$ 4,479	$ -	und (010)	One-Time	New-Request

Department	Budget Request Proposal Description	Requested Amount	Amount Included in Proposed Budget	Funding Source	Frequency: (One-Time/Recurring)	up/New-Request)
Fire Department	Security Cameras (Station 35)	$ 5,000	$ -	General Fund (010)	One-Time	New-Request
Fire Department	UKG-Kronos Consultation Service	$ 12,000	$ -	General Fund (010)	One-Time	New-Request
Fire Department	Shower Room Update (Station 36, Men's)	$ 50,000	$ -	General Fund (010)	One-Time	New-Request
Fire Department	Hydraulic Vehicle Extrication Tools	$ 66,715	$ -	General Fund (010)	One-Time	New-Request
Fire Department	PPE Stormstick Decontamination Sprayer	$ 3,020	$ -	General Fund (010)	One-Time	New-Request
Fire Department	Roto Decon Gear Washer	$ 35,500	$ -	General Fund (010)	One-Time	New-Request
Fleet	Shop Equipment	$ 125,000	$ -	General Fund (010)	One-Time	New-Request
Fleet	Consolidated Vehicle Replacements	$ 1,762,016	$ -	General Fund (010)	Recurring	New-Request
Fleet	Consolidated Equipment Replacements	$ 142,715	$ -	General Fund (010)	Recurring	New-Request
Human Resources	HR Technician	$ 99,752	$ -	General Fund (010)	Recurring	New-Request
Information Systems	Information Technician II	$ 150,000	$ -	General Fund (010)	Recurring	New-Request
Library	True-Up Utility and Public Internet	$ 19,219	$ 19,219	General Fund (010)	Recurring	True-up
Library	Restore Monday Open Hours	$ 51,493	$ -	General Fund (010)	Recurring	New-Request
Library	Youth, Teen, and Adult Materials	$ 40,000	$ -	General Fund (010)	Recurring	New-Request
Non-Departmental	Replace City Christmas Decorations	$ 50,000	$ -	General Fund (010)	One-Time	New-Request
Parks and Recreation	Landscape Maintenance Cost	$ 400,000	$ 400,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Recreation Programing True Up	$ 240,770	$ 240,770	General Fund (010)	Recurring	True-up
Parks and Recreation	Temp Wages	$ 210,000	$ 210,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Utilities True Up	$ 154,000	$ 154,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Open Space Maintenance True Up	$ 111,310	$ 111,310	General Fund (010)	Recurring	True-up
Parks and Recreation	Instructors	$ 85,500	$ 85,500	General Fund (010)	Recurring	True-up
Parks and Recreation	Vehicle and Equipment Maintenance	$ 78,500	$ 78,500	General Fund (010)	Recurring	True-up
Parks and Recreation	Contracts True Up	$ 60,000	$ 60,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Temp Wages	$ 55,000	$ 55,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Rodeo True Up	$ 50,000	$ 50,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Temp Wages	$ 25,000	$ 25,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Fuel True Up	$ 22,000	$ 22,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Park Lighting	$ 22,000	$ 22,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Rents	$ 18,500	$ 18,500	General Fund (010)	Recurring	True-up
Parks and Recreation	Concessions	$ 15,000	$ 15,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Safety and Chemical	$ 12,000	$ 12,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Rents	$ 10,000	$ 10,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Instructors	$ 10,000	$ 10,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Temp Wages	$ 8,400	$ 8,400	General Fund (010)	Recurring	True-up
Parks and Recreation	Instructors	$ 5,000	$ 5,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Telephone	$ 4,500	$ 4,500	General Fund (010)	Recurring	True-up
Parks and Recreation	Rents	$ 3,500	$ 3,500	General Fund (010)	Recurring	True-up
Parks and Recreation	Cellular	$ 3,500	$ 3,500	General Fund (010)	Recurring	True-up
Parks and Recreation	Rents	$ 3,000	$ 3,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Taxes and Permits	$ 2,500	$ 2,500	General Fund (010)	Recurring	True-up
Parks and Recreation	Pre-employment	$ 2,260	$ 2,260	General Fund (010)	Recurring	True-up
Parks and Recreation	Postage	$ 2,150	$ 2,150	General Fund (010)	Recurring	True-up
Parks and Recreation	Safety and Chemical	$ 2,000	$ 2,000	General Fund (010)	Recurring	True-up
Parks and Recreation	Cellular	$ 1,600	$ 1,600	General Fund (010)	Recurring	True-up
Parks and Recreation	Master Plan Update	$ 150,000	$ -	und (010)	One-Time	New-Request

Department	Budget Request Proposal Description	Requested Amount	Amount Included in Proposed Budget	Funding Source	Frequency: (One-Time/Recurring)	up/New-Request)
Parks and Recreation	Maintenance Worker I/II Parks Maint.	$ 173,648	$ -	General Fund (010)	Recurring	New-Request
Parks and Recreation	Maintenance Worker I/II MLS	$ 186,048	$ -	General Fund (010)	Recurring	New-Request
Parks and Recreation	Trail Hazard Mitigation	$ 250,000	$ -	General Fund (010)	Recurring	New-Request
Parks and Recreation	Hazard Tree Work & Mitigation	$ 100,000	$ -	General Fund (010)	Recurring	New-Request
Parks and Recreation	Landscape Maintenance Contract	$ 400,000	$ -	General Fund (010)	Recurring	New-Request
Parks and Recreation	Management Analyst-MLS/Admin	$ 166,467	$ -	General Fund (010)	Recurring	New-Request
Parks and Recreation	Park Renovation Funding	$ 376,982	$ -	General Fund (010)	One-Time	New-Request
Parks and Recreation	Recreation & Rental Supervisor	$ 172,725	$ -	General Fund (010)	Recurring	New-Request
Parks and Recreation	Senior Building Trades Worker	$ 204,409	$ -	General Fund (010)	Recurring	New-Request
Parks and Recreation	Senior Maintenance Worker - Parks Mnt	$ 195,080	$ -	General Fund (010)	Recurring	New-Request
Parks and Recreation	Livermore Splash Pad Renovation	$ 150,000	$ -	General Fund (010)	One-Time	New-Request
Parks and Recreation	Police, Comm Center, City Hall Paint	$ 340,000	$ -	General Fund (010)	One-Time	New-Request
Parks and Recreation	Lembi Comm Park Revitalization Plan	$ 75,000	$ -	General Fund (010)	One-Time	New-Request
Parks and Recreation	Historic District Pressure Washing	$ 49,100	$ -	General Fund (010)	Recurring	New-Request
Police Department	Vehicle Maintenance	$ 120,000	$ 120,000	General Fund (010)	Recurring	True-up
Police Department	Contracts	$ 90,000	$ 90,000	General Fund (010)	Recurring	True-up
Police Department	Petrol	$ 40,000	$ 40,000	General Fund (010)	Recurring	True-up
Police Department	Cellular	$ 30,000	$ 30,000	General Fund (010)	Recurring	True-up
Police Department	Software License & Maint	$ 30,000	$ 30,000	General Fund (010)	Recurring	True-up
Police Department	Rents	$ 28,000	$ 28,000	General Fund (010)	Recurring	True-up
Police Department	Utilities	$ 21,000	$ 21,000	General Fund (010)	Recurring	True-up
Police Department	Radios	$ 21,000	$ 21,000	General Fund (010)	Recurring	True-up
Police Department	Building Maintenance	$ 20,000	$ 20,000	General Fund (010)	Recurring	True-up
Police Department	Equipment Maintenance	$ 20,000	$ 20,000	General Fund (010)	Recurring	True-up
Police Department	Pre-employment	$ 7,000	$ 7,000	General Fund (010)	Recurring	True-up
Police Department	Dispatch Staffing Increase	$ 144,032	$ -	General Fund (010)	Recurring	New-Request
Police Department	Records Technician	$ 44,412	$ -	General Fund (010)	Recurring	New-Request
Police Department	Fleet	$ 1,000,000	$ -	General Fund (010)	One-Time	New-Request
Police Department	Public Information Officer (Civilian)	$ 123,000	$ -	General Fund (010)	Recurring	New-Request
Police Department	Drone (DFR) program	$ 305,000	$ -	General Fund (010)	Recurring	New-Request
Police Department	Facility One Time Maintenance Expenses	$ 100,000	$ -	General Fund (010)	One-Time	New-Request
Police Department	Faro Scene Scanner	$ 55,544	$ -	General Fund (010)	One-Time	New-Request
Police Department	SWAT Equipment Vehicle	$ 250,000	$ -	General Fund (010)	One-Time	New-Request
Police Department	Computer Replacements	$ 52,200	$ -	General Fund (010)	One-Time	New-Request
Police Department	ALPR Cameras	$ 64,253	$ -	General Fund (010)	One-Time	New-Request
Police Department	Dispatch Monitor Replacement	$ 9,800	$ -	General Fund (010)	One-Time	New-Request
Police Department	Patrol Rifles	$ 46,796	$ -	General Fund (010)	One-Time	New-Request
Police Department	Range Equipment	$ 8,500	$ -	General Fund (010)	One-Time	New-Request
Police Department	EOC Room Audio Video Upgrade	$ 24,464	$ -	General Fund (010)	One-Time	New-Request
Public Works	Admin-Engineering Storm Drain Fee Study	$ 250,000	$ -	General Fund (023)	One-Time	New-Request
	Total General Fund	$ 18,544,131	$ 2,975,095			

Department	Budget Request Proposal Description	Requested Amount	Amount Included in Proposed Budget	Funding Source	Frequency: (One-Time/Recurring)	up/New-Request)
Community Development	Arborist (Contract)	$ 140,316	$ -	Tree Mitigation (226)	Recurring	New-Request
Environmental Water Resources	Senior Civil Engineer	$ 256,865	$ 256,865	Water/Sewer (520/530)	Recurring	New-Request
Environmental Water Resources	2025 Urban Water Management Plan	$ 250,000	$ 250,000	Water (520)	One-Time	New-Request
Environmental Water Resources	Water Master Plan	$ 250,000	$ 250,000	Water (520)	One-Time	New-Request
Environmental Water Resources	WTP HVAC Upgrades & Roof Replace	$ 200,000	$ 200,000	Water (520)	One-Time	New-Request
Environmental Water Resources	Water Forum Funding	$ 72,000	$ 72,000	Water (520)	One-Time	True-up
Environmental Water Resources	Vehicle Maintenance and Petroleum	$ 50,050	$ 50,050	Sewer (530)	Recurring	New-Request
Environmental Water Resources	WTP Landscape Services	$ 28,000	$ 28,000	Water (520)	Recurring	New-Request
Facilities	Library HVAC	$ 1,800,000	$ 1,800,000	Capital Facilities Fund (602)	One-Time	New-Request
Facilities	Library Roof	$ 1,300,000	$ 1,300,000	Capital Facilities Fund (602)	One-Time	New-Request
Facilities	City Hall Low Slope Roof Replacement	$ 240,000	$ 240,000	Capital Facilities Fund (602)	One-Time	New-Request
Fire Department	Electrocardiogram (ECG) Monitors	$ 1,030,350	$ 756,000	Fire Equip/Capital Fund (608)	One-Time	New-Request
Fleet	Small Vehicle Repair Shop Roof	$ 300,000	$ 300,000	Capital Facilities Fund (602)	One-Time	New-Request
Fleet	Fuel Station Replacement	$ 3,000,000	$ -	FPASP Capital (472)	One-Time	New-Request
Parks and Recreation	Zoo Needs (zoo trust)	$ 111,000	$ 111,000	Zoo Fund (753)	One-Time	New-Request
Parks and Recreation	Park Planner II (Contract)	$ 147,019	$ -	FPASP Capital (472)	Recurring	New-Request
Police Department	Building purchase (expansion)	$ 3,500,000	$ -	FPASP Capital (472)	One-Time	New-Request
Solid Waste	Collection Vehicles	$ 4,215,313	$ 4,215,313	Solid Waste (540)	One-Time	True-up
Solid Waste	Six Refuse Drivers	$ 540,706	$ 540,706	Solid Waste (540)	Recurring	New-Request
Solid Waste	Recycling Division Contracts	$ 212,561	$ 212,561	Solid Waste (540)	Recurring	True-up
Solid Waste	Vehicle Maintenance	$ 169,000	$ 169,000	Solid Waste (540)	Recurring	True-up
Solid Waste	One Senior Office Assistant	$ 81,790	$ 81,790	Solid Waste (540)	Recurring	New-Request
Solid Waste	Consulting Services for Rate Study	$ 80,000	$ 80,000	Solid Waste (540)	One-Time	New-Request
Solid Waste	Consulting Services for C&D Program	$ 50,000	$ 50,000	Solid Waste (540)	One-Time	New-Request
Solid Waste	Commercial Bins for Organics Prorgram	$ 46,000	$ 46,000	Solid Waste (540)	One-Time	New-Request
Solid Waste	Corporation Yard Cameras	$ 41,550	$ 41,550	Solid Waste (540)	One-Time	New-Request
Solid Waste	Collections Division Contracts	$ 39,150	$ 39,150	Solid Waste (540)	Recurring	True-up
Solid Waste	Route Smart Training	$ 25,000	$ 25,000	Solid Waste (540)	One-Time	New-Request
	Total All Other Funds	$ 18,176,670	$ 11,114,985			

Attachment 2

Folsom City Council
Staff Report

MEETING DATE:	6/10/2025
AGENDA SECTION:	Public Hearing
SUBJECT:	Resolution No. 11401– A Resolution Adopting the Fiscal Year 2025-26 Operating and Capital Budgets for the City of Folsom, the Successor Agency, the Folsom Public Financing Authority, and the Folsom Ranch Public Financing Authority (Revised)
FROM:	City Manager's Office

Revised

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends that the City Council conduct a public hearing and consider adopting Resolution No. 11401 – A Resolution Adopting the Fiscal Year 2025-26 Operating and Capital Budgets for the City of Folsom, the Successor Agency, the Folsom Public Financing Authority, and the Folsom Ranch Public Financing Authority.

BACKGROUND / ISSUE

City staff recommends that the City Council conduct multiple budget reviews during the fiscal year to ensure that expenditures and revenues are tracking as anticipated. If expenditures or revenues are not following the original budgetary projections, this process provides the opportunity to make necessary course corrections.

It is proposed that the City will follow the following annual budget process:

1) The Preliminary Budget for the Fiscal year starting July 1st is developed and approved by the City Council in May or June of each year.
2) The Final Budget is reviewed and approved by the City Council in October or November of each year.
3) The Mid-year Budget is reviewed and approved by the City Council in February or March of each year.

This report presents the Fiscal Year 2025-2026 proposed Preliminary Budget for the City of Folsom.

The City Manager's Proposed Preliminary Budget for Fiscal Year 2025–26 was presented to the City Council on May 27, 2025, during a special budget workshop. During the workshop, the City Manager outlined key components of the proposed budget and responded to questions from both City Council members and community participants.

POLICY / RULE

Folsom Municipal Code, Section 3.02.030, Budget
"An Annual Budget shall be prepared by the City Manager, with the assistance of the Finance Director. . . . (G) The City Council shall adopt the annual budget by Resolution by fund and program by affirmative vote of at least three members, on or before the last working day of the last month of the current fiscal year. If the City Council fails to adopt the budget by the last working day of the current fiscal year, the budget as presented by the City Manager shall be deemed adopted."

ANALYSIS

Budget Structure and Overview:

The Operating Budget for the City of Folsom is a complex document that manages the revenues and expenditure of over 150 separate Fund Accounts. A summary of these accounts is found in Attachment 2. Many of these fund accounts have specific rules and requirements that dictate how these funds can be used.

For example, funds collected from the water bills that are paid for by residents each month can only be used to cover the costs associated with maintaining and operating the water system. These funds cannot be used to cover public safety or any other non-water related expenses.

The four largest and most familiar Fund Accounts in the budget are 1) General Fund; 2) Solid Waste Fund, 3) Sewer Fund; and 4) Water Fund.

1) ***General Fund (Fund 010)*** – This fund accounts for all general revenues of the City not specifically levied or collected for other City funds and the related expenditures. The General Fund accounts for all financial resources of a governmental unit which are not accounted for in other funds.
2) ***Solid Waste (Fund 540)*** – This fund accounts for the revenues and expenses of the City's solid waste operations.
3) ***Sewer Fund (Fund 530)*** – This fund accounts for the revenues and expenses of the City's sewer operations.
4) **Water Fund (Fund 520)** – This fund accounts for the revenues and expenses of the City's water operations.

All City Funds Budget Analysis:

The City Manager's Fiscal Year 2025-26 Proposed Preliminary Budget as presented totaled $266,480,640. Below is a breakdown by Fund category

Fund Category	FY 2025-26 Proposed Amounts
General Fund	$ 121,877,171
Enterprise Funds	53,700,278
Special Revenue Funds	13,377,152
Debt Service Funds	16,761,774
Capital Projects Funds	10,624,850
Internal Service Funds	25,060,360
Fiduciary Funds	25,079,055
Total	$ 266,480,640

The City Manager's proposed Fiscal Year 2025-26 Preliminary Budget also includes 513.5 full and permanent part-time positions across all funds. This proposed budget provides for 8 new positions all funded by Enterprise Funds. The added positions are listed below along with the department.

Department	Position
Environmental and Water Resources	Senior Civil Engineer
Solid Waste	Refuse Driver (6)
Solid Waste	Senior Office Assistant

The City Manager's Fiscal Year 2025-26 Proposed Preliminary Budget is available on the City's web site at https://www.folsom.ca.us/government/finance/city-budget/-folder-366#docfold_14_786_600_366.

General Fund Budget Analysis:

The proposed FY 2025-2026 General Fund budget anticipates revenues of $114,442,459 and Transfers In of $5,546,145 for a grand total in revenues of $119,988,604. The City projects expenses of $121,877,171 with Transfers Out of $1,601,982 for a grand total for expenses of $123,479,153. This budget intends to use $3,490,549 of unassigned General Fund Balance to maintain current services. Going forward, this is unsustainable.

Staff recommends that the City Council approve the FY 2025-2026 Preliminary Budget as proposed but that it also directs staff to start planning for necessary budget reductions for the FY 2026-2027 budget year.

Recommended Budget Approval Process

- June 10, 2025 – City Council holds budget public hearing and continues the public hearing to the June 24, 2025, City Council meeting. This will allow for more public dialogue.

- June 24, 2025 – City Council holds budget public hearing, receives public input and approves the FY 2025-2026 Preliminary Budget.

- July – September 2025 – City departments review their budgets and develop cost cutting proposals and that will be reviewed at the Review of the Final Budget in September/October 2025.

- FY 2025-2026 Review of Final Budget - September/October 2025:

    - At a City Council meeting in either September or October City staff will have another budget review with the City Council that will allow additional public input from the community. This budget review will allow the City to work with the actual ending fund balance numbers for FY 2024-2025. Possible FY 2026-2027 General Fund budget reductions discussions will take place.

- FY 2025-2026 Mid-Year Budget Review – February/March 2026:

    - At a City Council meeting in either February or March City staff will conduct a Mid-Year Budget review with the City Council. Any adjustments needed for the current year will be approved by the City Council at that time. Staff will be seeking direction from the Council as to what cuts they would consider including in the FY 2026-2027 budget.

Why is the General Fund experiencing stress when property tax revenues continue to rise?

There are several things that contribute to the struggles of the General Fund.

- Flattening out of Sales Tax Revenues
- Pension Costs
- Retiree Health Care Costs
- Cost Increases Due to Inflation
    - Supplies and Contracts
    - Cost of employees

Brief History on the 3@50 (Public Safety) PERS Retirement Plan (ChatGPT was utilized to create this summary)

The 3% at 50 public employee retirement plan—commonly referred to as 3@50—originated in California in 1999, when Senate Bill 400 was signed into law by Governor Gray Davis. This legislation significantly enhanced pension benefits for California Highway Patrol (CHP) officers by allowing them to retire at age 50 with 3% of their highest annual salary multiplied by each year of service. The change was retroactive, meaning officers could retire immediately with much larger pensions.

The rationale for this enhancement was to improve recruitment and retention in public safety roles and to reward the hazardous nature of the work. The California Public Employees' Retirement System (CalPERS) supported the change, assuring lawmakers and local governments that the pension enhancements would be "cost-neutral" due to booming investment returns in the late 1990s. This led many to believe it was a free benefit, funded entirely by market gains.

After the state adopted 3@50, CalPERS encouraged cities and counties across California to adopt similar benefits for their own police and fire employees. Using actuarial models that assumed continued high returns, CalPERS told municipalities they could do so at no additional cost, or even with savings in the short term. Facing union pressure and the risk of losing qualified officers to other agencies offering better retirement packages, cities felt compelled to follow suit, leading to a widespread adoption of 3@50 across the state.

However, the dot-com bust, Great Recession, and ongoing market volatility revealed the flaw in those assumptions. Investment returns fell short, while pension obligations soared. Instead of being a no-cost perk, 3@50 created a massive long-term liability for local and state governments. Rising pension costs have since forced cities to cut services, raise taxes, or take on more debt, and several have even faced bankruptcy, citing unsustainable pension obligations as a major cause.

In summary, the 3@50 plan was sold as a cost-free enhancement during a time of financial optimism, but in reality, it established a deeply underfunded system that burdened cities across California with long-term financial obligations that continue to strain public budgets today.

Increasing PERS Costs:

Year	GF Expense
FY 21-22	$ 15,040,540
FY 22-23	16,194,561
FY 23-24	17,710,969
FY 24-25 (Estimated)	20,061,174
FY 25-26 (Proposed Budget)	22,431,140

The anticipated General Fund PERS costs in FY 2025-2026 are anticipated to be $7,390,600 higher than they were just a few years ago in FY 2021-2022 when they were $15,040,540. This represents a 50% cost increase.

Increasing Retiree Health Costs:

Year	Cost for GF Retirees
FY 21-22	$ 4,089,010
FY 22-23	4,242,976
FY 23-24	4,645,188
FY 24-25 (Estimated)	4,718,075
FY 25-26 (Proposed Budget)	5,141,151

The anticipated General Fund Retiree Health costs in FY 2025-2026 are anticipated to be $1,052,141 higher than they were just a few years ago in FY 202-/2022 when they were $4,089,010. This represents a 26% cost increase.

CONCLUSION:

The City of Folsom cannot continue to provide the General Fund services it presently provides to the community. There is a projected $3.5 million General Fund deficit for FY 2025-2026. To live within its means the City will need to reduce its expenditures which translates into reductions in services.

Staff proposes using General Fund Reserves to fund the FY 2025-2026 budget but aggressively pursue a strategy to reduce costs and services in preparation for the FY 2026-2027 budget period that begins on July 1, 2026.

Only the FY 2025-2026 Budget Summaries are included with the Council Packet. The full budget with the detail pages will be made available on Tuesday, June 10, 2025 prior to the City Council meeting.

ATTACHMENTS

1. Resolution No. 11401 – A Resolution Adopting the Fiscal Year 2025-26 Operating and Capital Budgets for the City of Folsom, the Successor Agency, the Folsom Public Financing Authority, and the Folsom Ranch Public Financing Authority
    a. Exhibit A - Budget Summary by Fund – Projected Balance 2025-26 and Summary of General Fund Revenues and Expenditures
    b. Exhibit B – Staffing Detail 2025-2026
    c. Exhibit C – FY 2025-2026 Budget Request Proposal Detail Listing

Submitted,

_____

Bryan Whitemyer, City Manager

Attachment 3

Folsom City Council
Staff Report

MEETING DATE:	9/23/2025
AGENDA SECTION:	New Business
SUBJECT:	Resolution No. 11463 – A Resolution Approving General Fund Cost Saving Measures for Fiscal Year 2025-26 and Beyond
FROM:	City Manager's Office

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends that the City Council adopt Resolution No. 11463 – A Resolution Approving General Fund Cost Saving Measures for Fiscal Year 2025-26 and Beyond.

BACKGROUND / ISSUE

On Tuesday, May 27, 2025, the Folsom City Council held a budget workshop at the Folsom Public Library. The meeting was well attended with members of the public present. Staff presented the initial draft of the FY 2025/2026 budget in a new format providing a comprehensive line-item format that offers more transparency and detail. The City Council and members of the public had the opportunity to provide input and ask questions about the proposed budget and the new budget cycle/process.

On Tuesday, June 10, 2025, the City Council held a public hearing on the FY 2025/2026 budget. Staff presented information to the City Council that included historical revenue and expenditure trends. The proposed FY 2025-2026 General Fund budget presented that evening anticipated revenues of $114,442,459 and Transfers In of $5,546,145 for a grand total in revenues of $119,988,604. The projected expenditures totaled $121,877,171 with Transfers Out of $1,601,982 for a grand total for expenses of $123,479,153. The budget intended to use $3,490,549 of unassigned General Fund Balance to maintain current services.

On Tuesday, June 24, 2025 the City Council reviewed additional budget modifications that lowered the General Fund deficit from $3,490,549 to approximately $3,000,000. In adopting

the FY 2025/26 budget, the City Council recognized that staff would continue pursuing cost-saving opportunities to bring forward to both the Council and the public in the September/October 2025 timeline (See June 24, 2025 Staff Report as Attachment 2).

Fiscal Responsibility:

Managing the City's finances is much like managing a household budget. When a household experiences a decline in income—whether due to a job change, unexpected expenses, or economic conditions—it must make difficult but necessary decisions to reduce spending. Continuing to spend more than it earns is unsustainable and ultimately leads to long-term financial instability.

In the same way, a city cannot rely on one-time reserves or deferred costs to cover recurring expenses. When revenues flatten or decline, but operational costs continue to rise, the City must take deliberate action to align spending with available resources. Just as a household must prioritize essential expenses, delay discretionary purchases, and adjust its lifestyle to avoid debt, the City must make strategic choices to ensure it lives within its means. This approach is essential to preserving core services, maintaining fiscal health, and ensuring long-term sustainability. This approach is also a mandate from the community with the failure of the proposed Measure G sales tax measure in November 2024.

Additionally, these proposed cost saving measures align with the Government Finance Officers Association's nationally recognized best practices by providing a structurally balanced plan, linking financial decisions to strategic priorities, and ensuring transparency and accountability to the community.

City Departments Cost Reductions:

As part of the proposed budget process staff recommended that additional budget reviews take place in September/October 2025 and February/March 2026 so that budget reductions for FY 2025/2026 could be considered. This report and proposed cost reductions are the first of a two-phase approach to cost savings and corresponding service reductions as follows:

- Phase One Cost Savings (September 23, 2025). This report represents the first phase of proposed cost savings by the City's two largest departments (Police and Fire) which comprise 50% of the City's budget. Phase One also includes consideration of the significant subsidy for the City's Zoo Sanctuary, proposed changes to Information Technology Services, Legal Services, and Library Services.

- Phase Two Cost Savings (October 14, 2025). The second phase of cost saving considerations involves the reorganization of City Services in Community Development, Parks and Recreation, Public Works, and Environmental Water Resources (Utilities). The subsequent City Council staff report for October 14, 2025 meeting will highlight organizational changes for each of the four departments,

including both staffing levels and special revenue funds to maximize cost savings to the General Fund.

Is the City Moving Too Quickly to Close the Budget Gap?

Some community members and staff have expressed concern that the City may be moving too quickly to balance its budget. However, maintaining an operating budget deficit over multiple years has negative impacts on organizational stability and employee morale.

As a service provider, the City relies on its employees to deliver essential programs and services to the community

In the past year, the City has lost several highly skilled employees to other jurisdictions with more stable financial conditions, and continued fiscal instability increases the risk of additional workforce loss

In addition, many aspects of the City's quality of life infrastructure are aging and in need of repair or rehabilitation. Examples include trails, parks, playgrounds, sports fields, tennis and basketball courts, buildings (City Hall, Community Center, Police Station, Fire Stations, etc.). To maintain Folsom a desirable place to live, it is essential to begin setting aside resources for long-term infrastructure needs.

ANALYSIS

The Phase One General Fund cost savings proposed for City Council consideration and action are listed in the table below include staff reductions through elimination of vacant positions and strategic reduction of positions in the Fire Department, Police Department, Finance/IT Department, City Attorney's office, and Library. There are a total of 20 eliminated positions (mostly vacant positions) across these departments for a total FY2025-26 savings of $3,093,130 and FY2026-27 ongoing full-year savings of $3,772,392 (Attachment 1 Resolution 11463 Exhibit A).

Additional General Fund cost savings will be proposed at the October 14, 2025 City Council meeting in conjunction with the service reorganization, priorities, and use of special revenue funds for Community Development, Parks and Recreation, Public Works, and Environmental Water Resources/Utilities Departments.

Proposed Budget Reductions/General Fund Cost Savings Measures (Phase One):

Division	Position		FTE/Ending FTE Count	FY Budgeted Salaries	Impact on General Fund FY26	FY 27 Full Impact
Finance/IT						
	GIS Specialist M60*		(1.00)	$194,110	($97,055)	($194,110)
	GIS Technician M48*		(1.00)	$135,872	($67,936)	($135,872)
	IT Manaager T98*		(1.00)	$297,402	($148,701)	($297,402)
	Process Improvement Specialist M56*		(1.00)	$185,059	($92,530)	($185,059)
Total		**FY 26 Approved FTE = 25**	**21.00**	**$812,443**	**($406,222)**	**($812,443)**
City Attorney's Office						
	Legal Secretary*		(1.00)	$158,578.00	($79,289.00)	($158,578.00)
Total		**FY 26 Approved FTE = 4**	**3**	**$158,578.00**	**($79,289.00)**	**($158,578.00)**
Library						
	Circular Coordinator M43 (DELETE)**		(1.00)	$132,466	($132,466)	($132,466)
	Library Tech M41 (add)		1.00	$105,571	$105,571	$105,571
	Library Assistant M31 (Leave Vacant)		(1.00)	$95,261	($95,261)	($95,261)
Total		**FY 26 Approved FTE = 12**	**11**		**($122,156)**	**($122,156)**
Fire						
	Admin Technician M48**		(1.00)	$126,441	($126,441)	($126,441)
	Senior Equipment Mechanic M52**		(1.00)	$141,934	($141,934)	($141,934)
	Firefigher II 42F (5 vacant positions)		(5.00)	$1,027,681	($1,027,681)	($1,027,681)
Total		**FY 26 Approved FTE = 91**	**84**	**$1,296,056**	**($1,296,056)**	**($1,296,056)**
Police Department						
	Police LT 89A*		(1.00)	$387,503	($193,752)	($387,503)
	Police Officer 44P**		(4.00)	$769,184	($769,184)	($769,184)
	Police Comm Service Officer 34P**		(2.00)	$226,472	($226,472)	($226,472)
Total		**FY 26 Approved FTE =116.5**	**109.5**	**$1,383,159**	**($1,189,408)**	**($1,383,159)**
		FTE Adjustment Total = (20)				
Total		**FY 26 Approved General Fund FTE = 248.5**	**228.50**		**($3,093,130)**	**($3,772,392)**

* Filled position calculated at 6 months for FY 26

** Vacant position calculated for full year

Note: FY 26 Approved FTE = 513.5/FY 26 Adjusted FTE = 493.5

This section includes additional information regarding cost savings from the Fire Department, plan for Information Technology Services, and presents information about the annual cost/General Fund subsidy for the Zoo Sanctuary, along with consideration of potential alternative solutions moving forward.

Fire Apparatus Reassignment Plan:

To address rising overtime expenditures while maintaining essential fire suppression and EMS coverage throughout the City of Folsom, the Fire Department will implement a strategic reassignment of apparatus. This realignment allows the Department to eliminate one engine company while ensuring all six fire stations remain open and operational. The plan prioritizes suppression coverage in Folsom's highest-risk areas, maintains ALS transport citywide, and aligns with current fiscal constraints.

City Fire Department Staffing Plan:

Station 34: *Truck 34 (4 personnel)*

Station 35: *Engine 35 (3 personnel)*
Battalion Chief

Station 36: *Engine 36 (3 personnel)*
Medic 36 (2 personnel)

Station 37: *Engine 37 (3 personnel)*
Medic 37 (2 personnel)

Station 38: *Medic 38 (2 personnel)*

Station 39: *Engine 39 (3 personnel)*

This realignment reduces constant staffing requirements by eliminating one engine company, resulting in decreased overtime costs. At the same time, all six fire stations will remain open, maintaining a citywide presence and response capability.

The placement of Engine 38 at Station 35 preserves suppression capability in the city's highest fire risk area, which includes the Historic District and Central Business District. Station 34, located south of Highway 50, is the lowest fire risk zone in the city, with 100% of residential and commercial properties protected by automatic fire sprinklers. Relocating Truck 35 and AR35 to Station 34 ensures that specialty support is maintained in a zone with lower suppression demand.

The eventual reassignment of Medic 35 to Station 38 ensures ALS transport capability across the city, balancing EMS response needs despite a reduction in engine staffing. Placement of

Medic 36 back in service will restore additional ALS transport capacity once staffing is available following the FTO process.

Overall, this plan reduces constant staffing requirements by eliminating one engine company, which directly decreases overtime costs, while keeping all six fire stations open and preserving a citywide response capability and presence.

Response times may be impacted during periods of high call volume or simultaneous incidents within the same district. The Department will monitor these effects closely and make adjustments if significant service impacts are identified. In addition, updates to the Computer-Aided Dispatch (CAD) system at the Sacramento Regional Fire/EMS Communications Center (SRFECC) will be required to reflect the new apparatus assignments. The Fire Department will coordinate with SRFECC staff to ensure accurate implementation and minimize disruptions.

This apparatus reassignment plan represents a balanced strategy to reduce overtime costs while sustaining core emergency services. By prioritizing high-risk areas, maintaining ALS transport, and optimizing resources, the Department will continue to provide effective service delivery under current fiscal constraints.

Information Technology Service Plan:

With the elimination of the IT Manager and the Process Improvement Specialist positions the City will need to utilize other resources to provide some IT services to the various City departments. The City intends to utilize contract IT services to fill any service gaps created by those lost positions. The annual salary and benefit costs for those two positions was $482,461. Staff intends to present a comprehensive IT management contract to the City Council at a later date that produces costs savings.

Folsom City Zoo Sanctuary:

The Folsom City Zoo Sanctuary was established in 1963 to provide a safe haven for a bear cub named Smokey, who was orphaned and burned in a forest fire. At that time, the University of California at Davis contacted Folsom Park Superintendent Gordon Brong, seeking a safe home for Smokey. Gordon had already been keeping several deer and a coyote in an area around the park's office, and visitors would often come to see the animals.

Gordon persuaded the City to provide space, and local service clubs built an enclosure that would allow Smokey to join the other animals. From that time forward, the Folsom Zoo has been a safe haven for many rescued animals.

In 2002, the zoo name was changed to Folsom City Zoo Sanctuary and a mission statement was developed. The new name best described the goal of providing care for animals that are not able to be released back into the wild.

The Folsom City Zoo Sanctuary is beloved by many community members and visitors. Local non-profits have donated thousands of hours and hundreds of thousands of dollars over the years to make the Sanctuary what it is today.

Although the Sanctuary is very popular with over 100,000 visitors annually the operations of the Sanctuary are heavily subsidized by the City's General Fund. The current budget projects that the City will spend $2,541,399 to operate the Sanctuary in FY 2025/2026. With projected revenues of $736,500, the Sanctuary will require a General Fund subsidy of $1,804,899 to support its operations.

Due to the significant budgetary challenges facing the City of Folsom, justifying the significant General Fund subsidy is becoming more and more difficult. The City should actively explore ways to hand the facility to the Friends of the Folsom Zoo Sanctuary or another interested non-profit. In 1997 the City of Sacramento was in a similar situation and operational control of the zoo was transferred to the Sacramento Zoological Society. The City of Sacramento still owns the land, but the Society is responsible for the daily operations, animal care and welfare, education and outreach, fundraising, and facility improvements.

Staff recommends identifying a partner to take over operational control of the Folsom City Zoo Sanctuary.

Service Reorganization for Phase Two Budget Reductions:

In addition to reviewing the budget circumstances of the City, staff has identified ways it can operate more efficiently. The department directors of the Community Development Department, Parks and Recreation Department, Public Works Department and Environmental & Water Resources Department have worked together to develop a comprehensive reorganization plan to improve how the City delivers a variety of its services.

More details for this plan will be shared at the October 14, 2025 City Council meeting. A general service matrix (existing and proposed) for each of the affected departments can be found in Attachment 3.

CONCLUSION:

The City is facing a $3.0 million operational deficit for FY 2025/2026. The proposed cost saving recommendations in Phase One total $3.1 million. Additional cost saving recommendations for Phase Two will be presented on October 14, 2025. Although this may appear to fill the current budget gap the City is still facing challenging budget circumstances. The City's quality of life infrastructure like trails, parks, playgrounds, sports fields, tennis courts, and buildings need tens of millions of dollars to fund necessary capital improvements. Also, labor costs and other inflationary pressures continue to increase the cost of providing the most basic City services.

ATTACHMENTS

1. Resolution –11463 - A Resolution Approving General Fund Cost Saving Measures for Fiscal Year 2025-26 and Beyond
   Exhibit A: General Fund Cost Saving Measures for Fiscal Year 2025-26
   Exhibit B: Fire Apparatus Reassignment Plan
2. June 24, 2025 Budget Staff Report Packet
3. Existing and Proposed Department Service Matrix for Community Development, Public Works, Park and Recreation, and Environmental & Water Resources/Utilities Departments

Submitted,

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Bryan Whitemyer, City Manager

Attachment 1

RESOLUTION NO. 11463

A RESOLUTION APPROVING GENERAL FUND COST SAVINGS MEAUSRES FOR FISCAL YEAR 2025-26 AND BEYOND

WHEREAS, section 3.02.030 of the Folsom Municipal Code states "An Annual Budget shall be prepared by the City Manager, with the assistance of the Finance Director …."; and

WHEREAS, on the 27th day of May 2025, the City Manager presented to the City Council the City Manager's FY 2025-26 Proposed Preliminary Budget; and

WHEREAS, on the 10th day of June 2025, a Public Hearing was held and the City Council received presentations from the City Manager and City Staff regarding the FY 2025-26 Proposed Operating Budget and Capital Improvement Plan; and

WHEREAS, on the 24th day of June 2025 the City Council approved the FY 2025-26 Preliminary Budget that includes a $3 million budget shortfall.

WHEREAS, the City desires to close its budget gap and has developed a set of cost saving measures to reduce its expenditures which can be found in Exhibit A; and

WHEREAS, the City needs to brown out a fire engine in order to reduce its overtime costs and will need to reassign fire apparatus throughout the City and the Apparatus Reassignment Plan is described in Exhibit B; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Folsom that the documents attached to this resolution, identified as:

- **Exhibit A** – General Fund Cost Saving Measures for Fiscal Year 2025-26
- **Exhibit B** – Fire Apparatus Reassignment Plan

are hereby approved and appropriated to the respective departments for their offices and operations in the amounts, and for the objects and purposes, as specified therein.

PASSED AND ADOPTED this 23rd day of September 2025, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

_____
Sarah Aquino, MAYOR

ATTEST:

_____
Christa Freemantle, CITY CLERK

Exhibit A

General Fund Cost Saving Measures for Fiscal Year 2025-26

Proposed Budget Reductions

DIVISION	POSITION	ACCOUNT CODING	FTE / ENDING FTE CT	FY BUDGETED SALARIES	IMPACT ON GENERAL FUND FY26	FY 27 FULL IMPACT
Finance/IT						
	GIS Specialist M60*	0101905	(1.00)	194,110	(97,055)	(194,110)
	GIS Technician M48*	0101905	(1.00)	135,872	(67,936)	(135,872)
	IT Manager T98*	0101904	(1.00)	297,402	(148,701)	(297,402)
	Process Improvement Specialist M56*	0101904	(1.00)	185,059	(92,530)	(185,059)
TOTAL	**FY 26 APPROVED FTE = 25**		**21.00**		**(406,222)**	**(812,443)**
City Attorney						
	Legal Secretary*	0101700	(1.00)	158,578	(79,289)	(158,578)
TOTAL	**FY 26 APPROVED FTE = 4**		**3.00**		**(79,289)**	**(158,578)**
Library						
	Circular Coordinator M43 (delete)**	0102900	(1.00)	132,466	(132,466)	(132,466)
	Library Tech M41 (add)**	0102900	1.00	105,571	105,571	105,571
	Library Assistant M31 (leave vacant)**	0102900	(1.00)	95,261	(95,261)	(95,261)
TOTAL	**FY 26 APPROVED FTE = 12**		**11.00**		**(122,156)**	**(122,156)**
Fire						
	Admin Technician M48**	0102220	(1.00)	126,441	(126,441)	(126,441)
	Senior Equipment Mechanic M52**	0102220	(1.00)	141,934	(141,934)	(141,934)
	Firefighter II 42F (5 Positions)**	0102221	(5.00)	1,027,681	(1,027,681)	(1,027,681)
TOTAL	**FY 26 APPROVED FTE = 91**		**84.00**		**(1,296,056)**	**(1,296,056)**
Police						
	Police LT 89A*	0102113	(1.00)	387,503	(193,752)	(387,503)
	Police Officer 44P**	0102112	(4.00)	769,184	(769,184)	(769,184)
	Police Comm Service Officer 34P**	0102113	(2.00)	226,472	(226,472)	(226,472)
TOTAL	**FY 26 APPROVED FTE = 116.50**		**109.50**		**(1,189,408)**	**(1,383,159)**
	FTE Adustment Total = (20.0)					
TOTAL	**FY 26 Aprroved General Fund FTE = 386.05**		**366.05**		**(3,093,130)**	**(3,772,392)**

* Filled position calculated at 6 months for FY 26

** Vacant position calculated for full year

NOTE: FY 26 Approved FTE = 513.5 / FY 26 Adjusted FTE = 493.50

Exhibit B

Fire Apparatus Reassignment Plan

FIRE DEPARTMENT MEMO

TO: Bryan Whitemyer, City Manager

FROM: Ken Cusano, Fire Chief

DATE: September 1, 2025

SUBJECT: **Apparatus Reassignment Plan**

To address rising overtime expenditures while maintaining essential fire suppression and EMS coverage throughout the City of Folsom, the Fire Department will implement a strategic reassignment of apparatus. This realignment allows the Department to eliminate one engine company while ensuring all six fire stations remain open and operational. The plan prioritizes suppression coverage in Folsom's highest-risk areas, maintains ALS transport citywide, and aligns with current fiscal constraints.

Effective October 1, 2025 – Apparatus Movements

- **Truck 35 (TR35):** Relocate from Station 35 to Station 34
- **Air Utility 35 (AR35):** Relocate from Station 35 to Station 34
- **Engine 38 (E38):** Relocate from Station 38 to Station 35

Exception:

- **Medic 36 (M36):** Placement back in service will be delayed until new recruits complete and clear their FTO evaluation period (anticipated week of October 20, 2025).
- **Medic 35 (M35):** Relocation from Station 35 to Station 38 will also be delayed until new recruits complete and clear their FTO evaluation period (anticipated week of October 20, 2025).

The placement of Engine 38 at Station 35 preserves suppression capability in the city's highest fire risk area, which includes the Historic District and Central Business District. Station 34, located south of Highway 50, is the lowest fire risk zone in the city, with 100% of residential and commercial properties protected by automatic fire sprinklers. Relocating Truck 35 and AR35 to Station 34 ensures that specialty support is maintained in a zone with lower suppression demand.

The eventual reassignment of Medic 35 to Station 38 ensures ALS transport capability across the city, balancing EMS response needs despite a reduction in engine staffing. Placement of Medic 36 back in service will restore additional ALS transport capacity once staffing is available following the FTO process.

Overall, this plan reduces constant staffing requirements by eliminating one engine company, which directly decreases overtime costs, while keeping all six fire stations open and preserving a citywide response capability and presence.

Response times may be impacted during periods of high call volume or simultaneous incidents within the same district. The Department will monitor these effects closely and make adjustments if significant service impacts are identified. In addition, updates to the Computer-Aided Dispatch (CAD) system at the Sacramento Regional Fire/EMS Communications Center (SRFECC) will be required to reflect the new apparatus assignments. The Fire Department will coordinate with SRFECC staff to ensure accurate implementation and minimize disruptions.

This apparatus reassignment plan represents a balanced strategy to reduce overtime costs while sustaining core emergency services. By prioritizing high-risk areas, maintaining ALS transport, and optimizing resources, the Department will continue to provide effective service delivery under current fiscal constraints.

Attachment 4

EXISTING City of Folsom Engineering Related Services (CDD, P&R, PW, EWR)

Community Development Department			Parks and Recreation Department					Public Works Department					Environmental Water Resources Dept	
Primary Services/Core Competencies			**Primary Services/Core Competencies**					**Primary Services/Core Competencies**					**Primary Services/Core**	
Planning	Building	Development Engineering	Parks	Trails	Facilities	Recreation Programs	Lighting and Landscaping	Transportation Engineering	Capital Improvements	Drainage Engineering	Solid Waste and Recycling	Fleet	Water	Wastewater/ Sewer
Secondary Services			**Secondary Services**					**Secondary Services**					**Secondary Services**	
Planning Entitlements	Building Permits	Dev Eng for Private Property	Park Planning	Trail Planning	Facility Rentals	Aquatics	L&L Districts	Transportation Planning	Grants	Drainage and Flood Control	Solid Waste	Fleet Management	Water Quality	Utility CIPs
Housing	Building Plan Checks	Mapping and Improvement Agreements	Park Improvements	Trail CIPs	Facility Operations	Community Services	CFDs	Traffic Engineering	Transportation CIPs	NPDES	Recycling	Fleet Procurement	Water Treatment	Utility Maintenance
Code Enforcment	Building Inspections	Tree Permits	Park Maintenance	Trail Maintenance	Facility Improvements	Cultural Services		Traffic Management	Construction Management		Hazardous Materials	Fleet Maintenance	Water Meters	
Long Range Planning		Arborist Plan Review and Inspections	Tree Maintenance	Bridges	Facility Maitnenance	Sports		Streets	Capital Maintenance				Water Conservation	
CEQA/NEPA Coordination		Construction Inspection and Improvement Acceptance				Zoo		Signals	Improvement Standards					

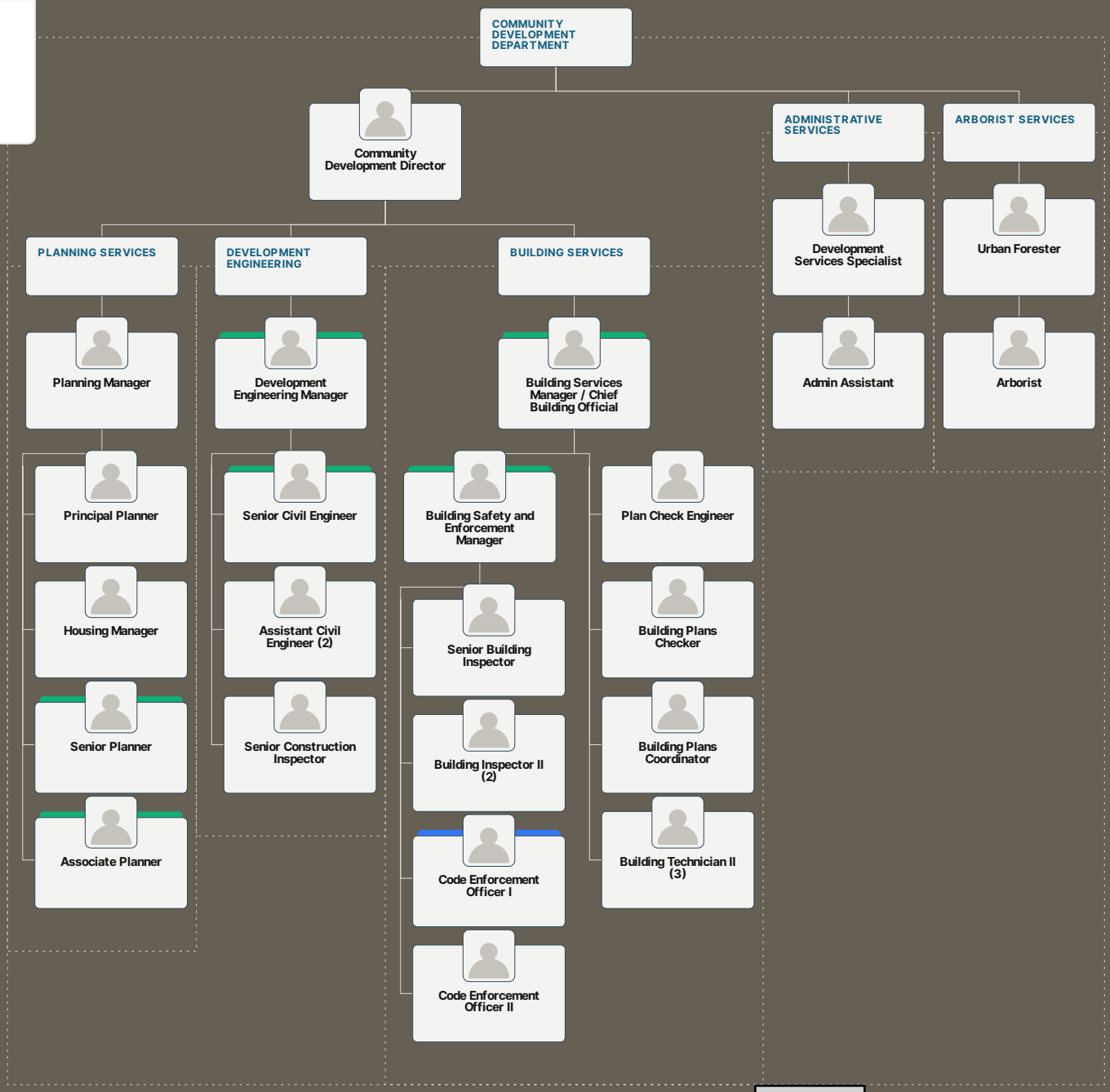
PROPOSED City of Folsom Engineering Related Services Reorganization (CDD, P&R, PW, EWR) 9-15-25

Community Development Department (Director Pam Johns)			Parks and Recreation Department (Director Kelly Gonzalez)					Public Works Department (Director Rebecca Neves)				Utilities Department (Director Marcus Yasutake)			
Primary Services/Core Competencies			**Primary Services/Core Competencies**					**Primary Services/Core Competencies**				**Primary Services/Core Competencies**			
Planning	Building	Development Engineering (Private Property)	Parks, Open Space, and Municipal Landscape		Facilities	Recreation and Community Services	Trails and Bridges	Transportation Planning and Traffic Engineering		Citywide Capital Improvement/ Asset Management	Public Property Improvement/ Acceptance	Stormwater Management	Solid Waste and Recycling	Fleet	Water/ Wastewater
Secondary Services			**Secondary Services**					**Secondary Services**				**Secondary Services**			
Planning Entitlements	Building Permits	Dev Eng for Private Property	Planning	L&L Districts	Facility Rentals	Aquatics	Trail and Bridge Planning	Complete Streets	Traffic Engineering	Transportation CIPs	City Land Acquisition and Disposition	Drainage Infrastructure	Solid Waste	Fleet Management	Water Quality
Housing Policy, Programs, and Services	Building Plan Checks	Mapping and Improvement Agreements (Private Property)	Improvements	CFDs	Minor Facility Improvements	Community and Cultural Services	Active Transportation Plan		Traffic Management	Major Facility CIPs	Mapping Public Property/ Improvement Agreements	Flood Control	Recycling	Fleet Procurement	Water Treatment
Long Range Planning	Building Inspections	Tree Permits	Maintenance	Public Land Ladder Fuel	Facility Operations and Custodial	Sports	Trail and Bridge CIPs	Regional Transportation Coordination	Public Streets and Public Street Lights	Construction Management	Construction Inspection/ Acceptance (Public Property)	NPDES	Hazardous Waste	Fleet Maintenance	Water Meters
CEQA/NEPA Coordination	Code Enforcement	Arborist Plan Review and Inspections	Tree Management	Irrigation Services	Facility Maintenance	Zoo	Trail Maintenance	Grants	Signals	Capital Maintenance	Construction Specifications				Water Conservation
	Street Naming and Addressing	Construction Inspection (Private Property)	Volunteers					Improvement Standards	Transportation and Encroachment Permits						Utility Planning, Capital Improvements, and Maintenance

Attachment 5

Legend

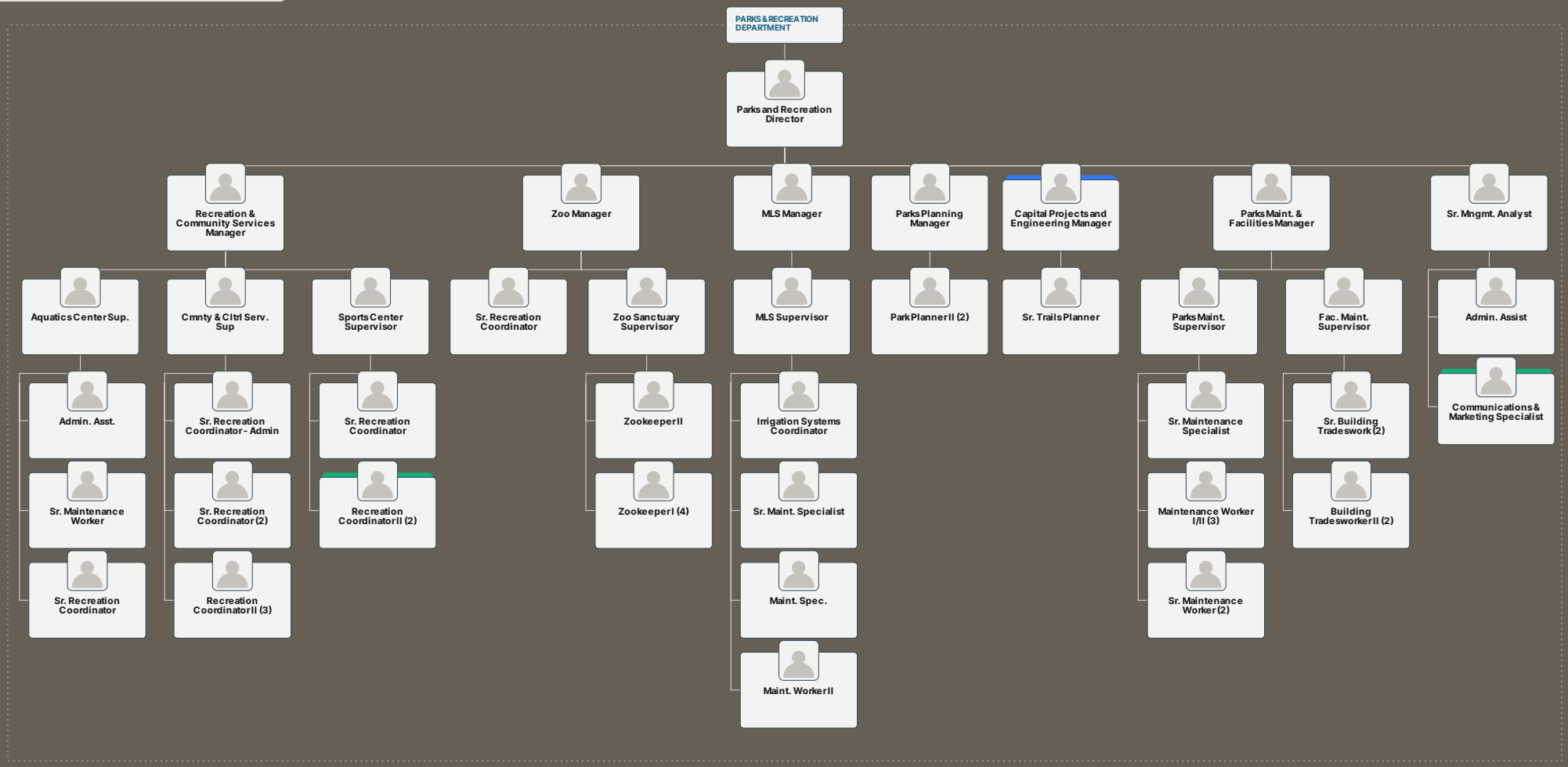
- New Position
- Changed Position



Confidential - Property of City of Folsom

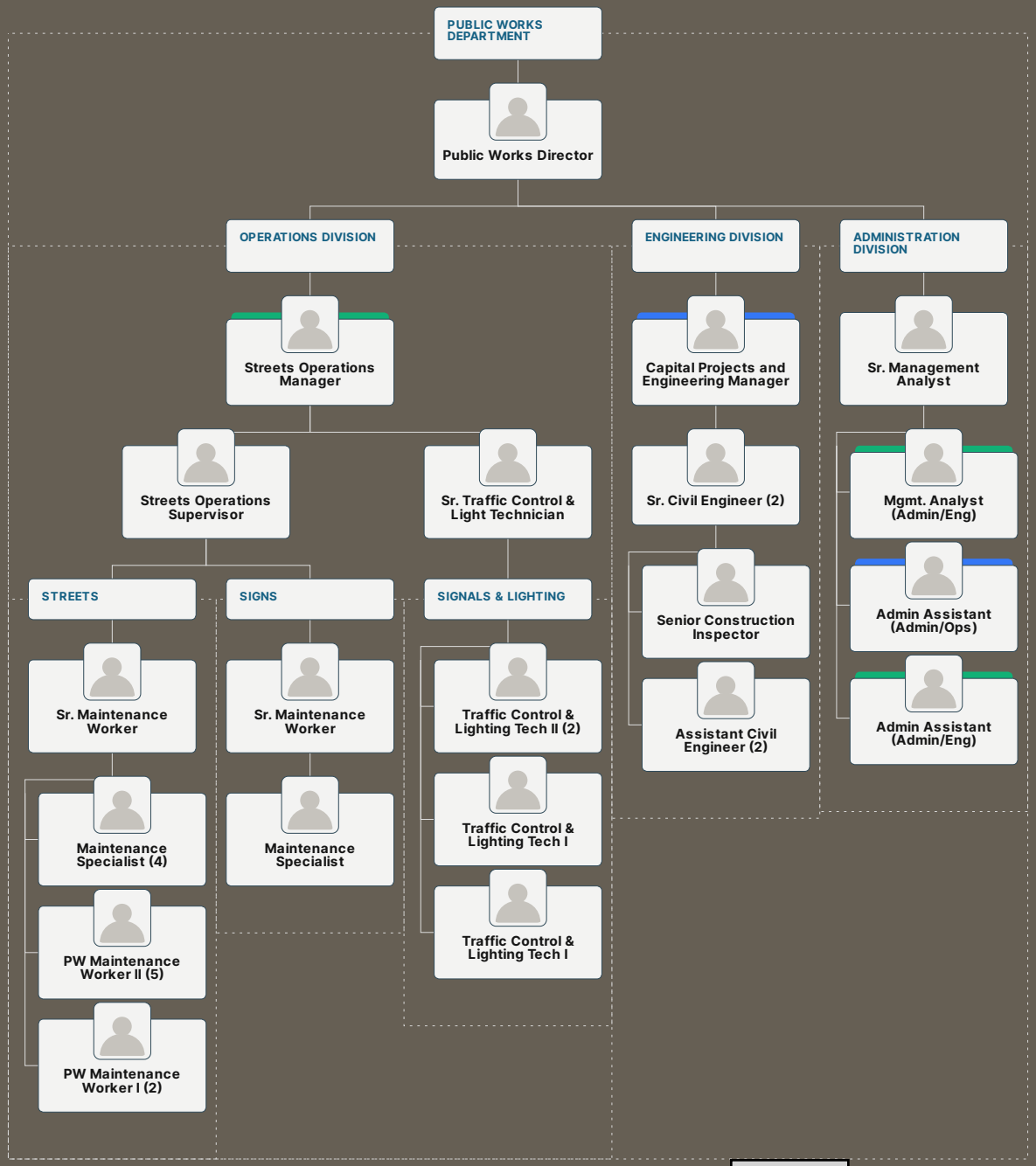
Legend

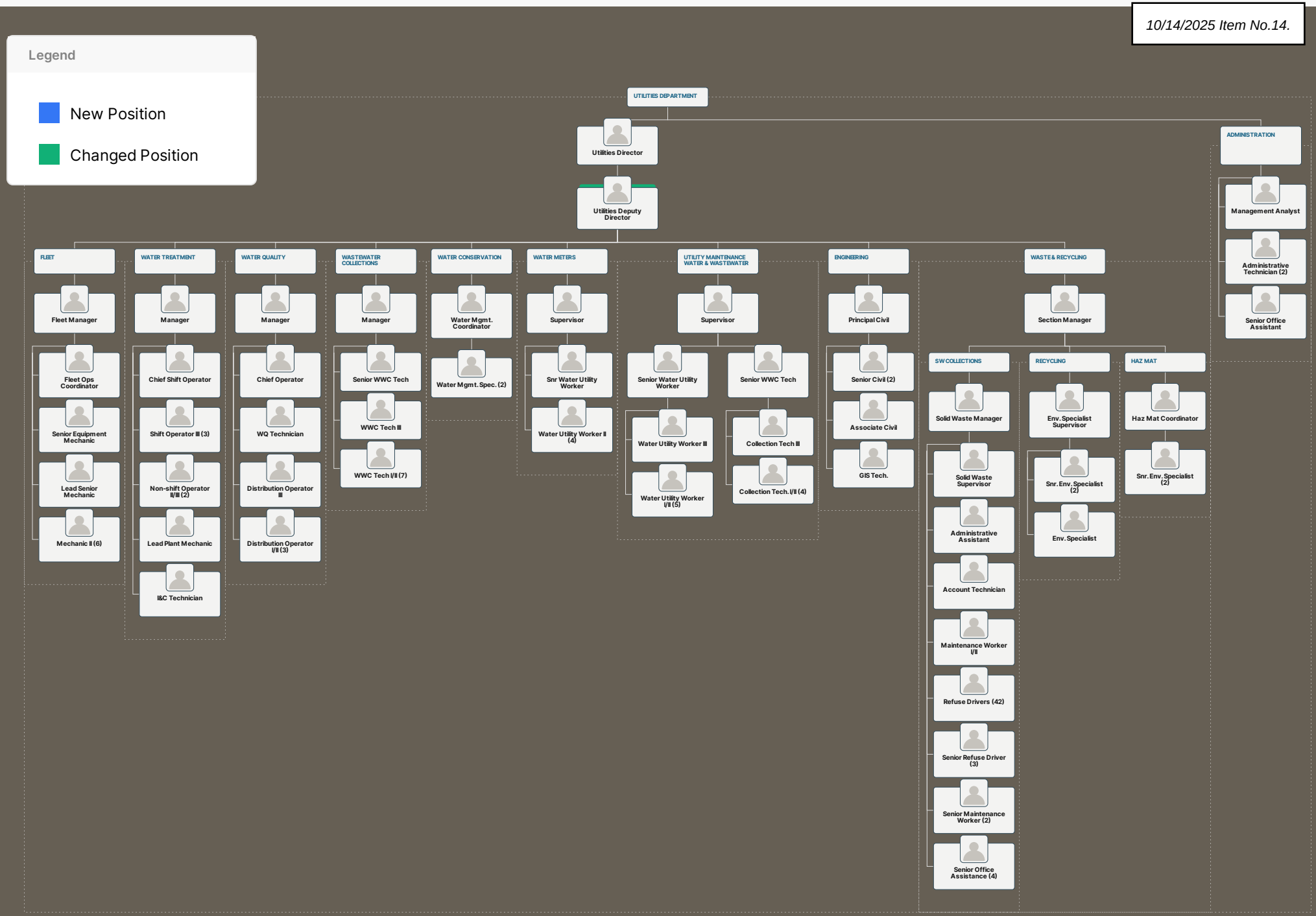
- New Position
- Changed Position



Legend

- New Position
- Changed Position




Legend
New Position
Changed Position
UTILITIES DEPARTMENT
Utilities Director
Utilities Deputy Director
ADMINISTRATION
Management Analyst
Administrative Technician (2)
Senior Office Assistant
FLEET
Fleet Manager
Fleet Ops Coordinator
Senior Equipment Mechanic
Lead Senior Mechanic
Mechanic II (6)
WATER TREATMENT
Manager
Chief Shift Operator
Shift Operator III (3)
Non-shift Operator II/III (2)
Lead Plant Mechanic
I&C Technician
WATER QUALITY
Manager
Chief Operator
WQ Technician
Distribution Operator III
Distribution Operator I/II (3)
WASTEWATER COLLECTIONS
Manager
Senior WWC Tech
WWC Tech III
WWC Tech I/II (7)
WATER CONSERVATION
Water Mgmt. Coordinator
Water Mgmt. Spec. (2)
WATER METERS
Supervisor
Snr Water Utility Worker
Water Utility Worker II (4)
UTILITY MAINTENANCE WATER & WASTEWATER
Supervisor
Senior Water Utility Worker
Water Utility Worker III
Water Utility Worker I/II (5)
Senior WWC Tech
Collection Tech III
Collection Tech. I/II (4)
ENGINEERING
Principal Civil
Senior Civil (2)
Associate Civil
GIS Tech.
WASTE & RECYCLING
Section Manager
SW COLLECTIONS
Solid Waste Manager
Solid Waste Supervisor
Administrative Assistant
Account Technician
Maintenance Worker I/II
Refuse Drivers (42)
Senior Refuse Driver (3)
Senior Maintenance Worker (2)
Senior Office Assistance (4)
RECYCLING
Env. Specialist Supervisor
Snr. Env. Specialist (2)
Env. Specialist
HAZ MAT
Haz Mat Coordinator
Snr. Env. Specialist (2)

Attachment 6

SPECIAL REVENUE FUNDS AVAILABLE FOR COMMUNITY DEVELOPMENT STAFFING

Fund Number	Special Revenue Fund Name	Fund Description and Eligible Uses	Replenishing Fund Source? (Y/N)	25/26 Adopted Annual Revenue	5-Year Average Actual Annual Revenue	25/26 Adopted Fund Balance	Recommended Annual Special Revenue for Staff Time & Operations	FTE Details per Fund/Recommendation
238	Folsom Housing Fund	FMC 17.104.030 establishes the Inclusionary Housing Fee (in-lieu fee payment) to support affordable housing (Folsom Housing Fund 238). The fee equals 1% of the lowest-priced unit's sale price in a subdivision, multiplied by the total number of units. Approximately $29M of the fund is encumbered wtih long-term low-interest loans for affordable housing development. **Recommendation is to fund 1.5 FTE staff equivalents with the replenishing funds for the Housing Manager, Seniors Helping Seniors Program Management, and miscellaneous housing analysis and reports.**	Yes	$ 627,363.00	$ -	$ 23,960,396	$ 326,465	1.5 FTE for Housing Manager, Senior Helping Seniors Program Management and miscellaneous housing analysis and reports.
226	Tree Planting and Replacement	FMC 12.16.160 for tree planting and revegetation projects for parkways, parks, planting of trees along along public trails and beautification projects, arborist, or urban forestry program. **Recommendation is to fund 1.25 FTE staff equivalents including the Arborist position approved by City Council in FY24/25 and an additional 0.25 FTE for Code Violations involving protected trees.**	Yes	$ 243,979		$ 1,408,257	$ 178,435	Arborist 1.25 FTE Code Enforcement Officer 0.25 FTE
TOTAL AVAILABLE SPECIAL REVENUE FUNDS (COMMUNITY DEVELOPMENT)							**$ 504,900.00**	

SPECIAL REVENUE FUNDS AVAILABLE FOR PARKS AND RECREATION STAFFING AND PROJECT DELIVERY

Fund Number	Special Revenue Fund Name	Fund Description and Eligible Uses	Replenishing Fund Source? (Y/N)	25/26 Adopted Annual Revenue	5-Year Average Actual Annual Revenue	Fund Balance on 10/3/2025	Recommended Annual Special Revenue for Parks and Recreation Staff Time & Operations	FTE Details per Fund/Recommendation
204, 205, 207, 208, 209, 210, 212, 213, 214, 215, 231, 232, 234, 236, 237, 249, 250, 251, 252, 253, 260, 270, 271, 275, 278, 281, 282, 284, 285	Landscaping and Lighting Districts (29)	These funds are used for the maintenance and servicing of district assets. Funds can be used for staffing to complete these services.	Yes	$ 2,486,039.00		$ 597,176	$ 279,380	30% of MLS Staffing
262, 266, 267, 283, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297	Community Facilities Districts (10)	These funds are used for the maintenance and servicing of district assets. Funds can be used for staffing to complete these services.	Yes	$ 4,134,945		$ 6,010,837	$ 186,254	20% of MLS Staffing

206	Transportation System Management	This is a replenishing fund and its source is the Transportation Management Fee.	Yes	$ 41,000	$ 46,360	$ 319,820	$ -	Staff recommends using this fund as a growing reserve account for unforseen expenditures.
219	Folsom Community Cultural Services (Art and Culture)	This fund is used to support art programs and maintenance	Yes	$ 3,500		$ 93,638	$ -	Staff recommends using this fund as a growing reserve account for unforseen expenditures.
223	Humbug Willow Creek Trail Impact Fees	Impact Fee fund for HWC trails	Yes	$ 50,000	$ 317,416	$ 56,119	$ -	Staff recommends using this fund as a growing reserve account for unforseen expenditures.
240	Park Dedication Quimby	Quimby in lieu of fees for park development	Yes	$ 450,000	$ 304,851	$ 2,705,717	$ -	Staff recommends using the Quimby funds for new park development and the rehabilitation of existing parks located north of Highway 50.
248	Transportation Tax (SB 325) TDA Funds (Transit focused)	This funding source is dedicated to bicycle and pedestrian projects and improvements. This could potentially be used as local match or maintenance funds for preservation of Folsom's trails and ATP roadways.	Yes	$ 89,500	$ 90,022	$ 356,624	$ -	Staff recommends using this fund as a growing reserve account for unforseen expenditures.
276	New Measure A	This is the City's annual Measure A apportionment which is split amongst 3 primary project types: Traffic Control/Safety, ADA, and Street/Road Maintenance. This funding source, in conjunction with the current MOU with STA, allows for operations and staff time delivering projects as eligible expenditures.	Yes	$ 3,857,552	$ 3,339,934	$ 7,015,096	$ 127,810	Capital Projects Manager 0.50
411	Supplemental Park Fee	This is a supplemental fee for park impacts in the Empire Ranch area	Yes	$ 5,000	$ 4,960	$ 302,045	$ -	Staff recommends using this for for new park development within the Emprie Ranch subdivision.
412	Park Improvement Fund	Impact Fee Funds for development of Parks located north of US 50.	Yes	$ 1,150,000	$ 1,619,126	$ 9,274,087	$ 43,657	Park Planning Manager 0.20
414	Johny Cash Art Experience	Doantions and merchandise sales to support the JCT Art Experience	Yes	$ 9,000	$ 28,704	$ 20,819	$ -	Staff recommends using this fund as a growing reserve account for unforseen expenditures.
446	Transportation Improvement	This fund can be used for roadway projects and serves as PW primary source of transportation funding.	Yes	$ 5,153,415	$ 9,927,694	$ 13,912,048	$ 51,124	Capital Projects Manager 0.20
448	Drainage Capital Fund	This is a developer impact fund that is replenished annually to support drainage projects and staff time for compliance of state permits.	Yes	$ 805,940	$ 437,563	$ 536,905	$ 25,562	Capital Projects Manager 0.10
472	FPSA Capital	This is a developer impact fee fund and considered pooled capital funds to support new police, fire, library, facilities, parks, and trails projects including general capital and municipal services.	Yes	$ 11,800,000	$ 11,233,310	$ 41,687,333	$ 315,348	Park Planner II 1.15 Capital Projects Manager 0.10 Planning Manager 0.20 Sr. Trails Planner 0.35
TOTAL AVAILABLE SPECIAL REVENUE FUNDS (PARKS AND RECREATION)							**$ 1,029,135.00**	

SPECIAL REVENUE FUNDS AVAILABLE FOR PUBLIC WORKS STAFFING AND PROJECT DELIVERY

Fund Number	Special Revenue Fund Name	Fund Description and Eligible Uses	Replenishing Fund Source? (Y/N)	25/26 Adopted Annual Revenue	5-Year Average Actual Annual Revenue	Fund Balance on 10/3/2025	Recommended Annual Special Revenue for Staff Time & Operations	FTE Details per Fund/Recommendation
203	Traffic Congestion Relief	No description provided in the Adopted Budget or supplemental information. This appears to be a non-replenishing source. This funding source ended on 6/30/2017.	No	$ -	$ -	$ 1,027	$ -	Staff recommends transferring the balance to another fund source and closing out this fund.
206	Transportation System Management	This is a replenishing fund and its source is the Transportation Management Fee.	Yes	$ 35,000	$ 41,802	$ 367,111	$ -	Staff recommends using this fund as a growing reserve account for unforseen expenditures.
230	Truck Management Plan Fee	This fund stems from the Quarry Truck Management Plan Funding Agreement with the County of Sacramento has a replenishing source of funds. The funds are collected by the County with disbursements to the City.	Yes	$ 50,000.00	N/A	$ 701,644	$ -	Staff recommends holding these funds until delivery of the Prairie City Road Project.
235	Road Maintenance & Rehabilitation (RMRA Funds from SB-1)	These are discretionary funds to support road maintenance and operations in the City of Folsom, funded through SB-1. Folsom spends approximately $1,725,000 annually in construction and carries a balance forward of approximately $1,000,000 on average.	Yes	$ 2,301,600	$ 1,730,346	$ 3,742,058	$ 624,710	Use for Staffing and Project Delivery Recommended FTEs Streets Operations Manager 0.20 Administrative Assistant 0.20 Streets Operations Supervisor 0.25 Senior Maintenance Worker 0.20 Maintenance Specialist 1.6 Maintenane Worker II 2.0 Maintenance Worker I 0.4
243	Gas Tax 2106	Both Public Works Operations and Projects are eligible to use this funding source, but only a small portion is used on a one-time basis (most recent adopted budget).	Yes	$ 374,616	$ 302,285	$ 1,938,958	$ 120,990	Use for Staffing and Project Delivery Recommended FTEs Streets Operations Manager 0.20 Administrative Assistant 0.20 Maintenance Worker I 0.40
244	Gas Tax 2107	This fund source can be used and is used to supplement the cost of Public Works operations through transfers out to the General Fund in varying amounts, although it is not clear what the transfer captures.	Yes	$ 765,619	$ 594,519	$ 2,848,908	$ 210,255	Use for Staffing and Project Delivery Recommended FTEs Senior Traffic Control & Lighting 0.20 Traffic Control & Lighting Tech II 0.40 Traffic Control & Lighting Tech I 0.40 Senior Maintenance Worker - Signs 0.20 Maintenance Specialist - Signs 0.25

245	Gas Tax 2107.5	This fund source can be used and is used to supplement the cost of Public Works operations through transfers out to the General Fund in varying amounts, although it is not clear what that transfer captures.	Yes	$ 836,278	$ 641,241	$ 2,942,338	$ 210,255	Use for Staffing and Project Delivery Recommended FTEs Senior Traffic Control & Lighting 0.20 Traffic Control & Lighting Tech II 0.40 Traffic Control & Lighting Tech I 0.40 Senior Maintenance Worker - Signs 0.20 Maintenance Specialist - Signs 0.25
247	Gas Tax 2105	This fund source can be used and is used to supplement the cost of Public Works operations through transfers out to the General Fund in varying amounts, although it is not clear what that captures.	Yes	$ 564,942	$ 454,671	$ 2,569,829	$ 300,000	Staff recommends cost recovery through billing staff time to this fund when delivering eligible projects.
276	New Measure A	This is the City's annual Measure A apportionment which is split amongst 3 primary project types: Traffic Control/Safety, ADA, and Street/Road Maintenance. This funding source, in conjunction with the current MOU with STA, allows for operations and staff time delivering projects as eligible expenditures.	Yes	$ 2,803,100	$ 3,339,934	$ 5,655,799	$ 319,750	Use for Staffing and Project Delivery Recommended FTEs PWD 0.2 Senior Management Analyst 0.2 Management Analyst 0.2 Administrative Assistant 0.2 Capital Projects Manager (PW) 0.2 Principal Civil Engineer 0.1 Senior Civil Engineer 0.1 Associate Engineer 0.6 Senior Construction Inspector 0.25
443	Highway 50 Improvement Capital	This fund is replenished through development impact fee collection and is reserved for on-system/on-highway projects with Caltrans that directly benefit the FPA. The City holds these funds, not Caltrans.	Yes	$ 1,100,000	$ 1,179,037	$ 8,208,100	$ 25,000	Staff recommends coordinating with Caltrans on potential opportunities to use these funds for on-system safety improvements (per December 2014 MOU). An example project listed in the MOU is the Oak Avenue Interchange and lessening of impacts to US 50 at Prairie City Road.
444	Highway 50 Interchange Capital	This fund is replenished through development impact fee collection and is reserved for City efforts and delivery of interchange projects that directly benefit the FPA. This is the City's local match source for Empire Ranch Road Interchange.	Yes	$ 2,300,000	$ 2,227,923	$ 16,525,161	$ 200,000	Staff recommends cost recovery through billing staff time to this fund when delivering eligible projects.
445	General Capital	This development impact fee is used for the purposes of financing the planning, construction, and development of key facilities and services identified in the PFFP.	Yes	$ 400,000	$ 526,099	$ 3,432,801	$ -	Staff recommends cost recovery through billing staff time to this fund when delivering eligible projects.

446	Transportation Improvement	This fund can be used for roadway projects and serves as PW primary source of transportation funding.	Yes	$ 5,053,415	$ 1,752,018	$ 17,107,297	$ 319,750	Use for Staffing and Project Delivery Recommended FTEs PWD 0.2 Senior Management Analyst 0.2 Management Analyst 0.2 Administrative Assistant 0.2 Capital Projects Manager (PW) 0.2 Principal Civil Engineer 0.1 Senior Civil Engineer 0.1 Associate Engineer 0.6 Senior Construction Inspector 0.25
448	Drainage Capital Improvements	This is a developer impact fund that is replenished annually to support drainage projects and staff time for compliance of state permits.	Yes	$ 775,940	$ 363,019	$ 536,905	$ -	Use for Staffing and Project Delivery Recommended FTEs Senior Civil Engineer 0.1 Senior Construction Inspector 0.25
449	Transit Capital	The developer impact fee funds planning, construction, and development of transit related improvements, corridor improvements, transit parking, transit stops, and a share of transit vehicles per the PFFP.	Yes	$ 1,200,000	$ 1,131,433	$ 15,245,048	$ 50,000	Staff recommends cost recovery through billing staff time to this fund when delivering eligible projects.
451	Light Rail Transportation	This fund can be used for intra-community bus service, commuter bus service to downtown Sacramento, and service to the nearest light rail station. Recommend discussing with SacRT about how these funds can be used to support bus service in and around Folsom and allow City staff time to bill when working on transit operations in Folsom.	Yes	$ 175,000	$ 176,921	$ 1,390,870	$ -	Staff recommends cost recovery through billing staff time to this fund when delivering eligible projects.
459	Corp Yard Capital	The purpose of this fund is to fund the corporation yard located in the Folsom Plan Area in anticipation of growth of the City. These funds can be used to cover staff time for delivery of the project. **Recommend allowing staff to bill hours while working on the project as a measure of cost recovery, estimated cap of $150,000 annually.**	Yes	$ 675,000	$ 622,335	$ 3,912,155	$ 150,000	Use for Staffing and Project Delivery Recommended FTEs PWD 0.1 Capital Projects Manager (PW) 0.2 Principal Civil Engineer 0.1 Senior Civil Engineer 0.2

472	FPSA Capital	This is a developer impact fee fund and considered pooled capital funds to support new police, fire, library, facilities, parks, and trails projects including general capital and municipal services. Recommend allowing staff time to be billed to this fund as part of cost recovery efforts while delivering any of the aforementioned projects.	Yes	$ 11,800,000	$ 11,233,310	$ 57,487,113	$ 25,000	Staff recommends cost recovery through billing staff time to this fund when delivering eligible projects.
TOTAL AVAILABLE SPECIAL REVENUE FUNDS (PUBLIC WORKS)							**$ 3,526,244.32**	
TOTAL AVAILABLE SPECIAL REVENUE FUNDS AVAILABLE						**$ 189,473,490.46**		